



VILLAGE OF BELCARRA
REGULAR COUNCIL MEETING MINUTES
July 24, 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

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 7:00 pm

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, July 24, 2023

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the agenda for the Regular Council Meeting of July 24, 2023 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, July 10, 2023

Moved by: Councillor Ruzycki
Seconded by: Councillor Elworthy

That the minutes from the Regular Council Meeting held on July 10, 2023 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 Pat Dennett, Port Moody Alderside Road Citizen's Committee (ARC)

- Presentation on changes to the Port of Vancouver's Licensing Agreements for Waterfront Homeowners.

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 7:01 pm.

Deputy Mayor Ruzycki assumed the Chair.

The Chief Administrative Officer introduced the presenter, Pat Dennett.

Mr. Dennett provided a verbal presentation highlighting changes to Port of Vancouver foreshore licensing agreements. He outlined concerns, questions and requests for clarification the committee has pertaining to the changes. Mr. Dennett provided information on meetings with local government officials and advised that the committee will be holding a town hall meeting on July 27, 2023. He provided a copy of his presentation to the Corporate Officer which was distributed to members of Council.

Deputy Mayor Ruzycki thanked Mr. Dennett for his presentation and asked him to provide the email address for the committee. The email address is aldersiderescom@gmail.com

Deputy Mayor Ruzycki opened the floor to questions and comments from the public.

Ralph Drew, Belcarra resident, queried via email if the delegation representative can provide a copy of correspondence received from the Port of Vancouver on the matter. The representative indicated that the documents could currently not be provided.

Sherry Chisholm, Belcarra resident, queried if Council members will attend the town hall meeting on July 27, 2023 due to the importance of the docks.

Ron Davis, Belcarra resident, asked if the Port of Vancouver can send representatives to the Village of Belcarra to answer questions. The Chief Administrative Officer advised that she will connect with Port of Vancouver representatives.

Sherry Chisholm, Belcarra resident, asked when a meeting with the Port and the Village will take place, who the contact on Council will be and whether a townhall meeting should be considered.

The Chief Administrative Officer reiterated that she will connect with staff from the Port of Vancouver and will report back to Council.

Note: Mayor Ross returned to the meeting at 7:15 and assumed the Chair.

5. REPORTS

5.1 Paula Richardson, Chief Administrative Officer, report dated July 24, 2023 regarding Terms of Reference for the Village of Belcarra Integrated Long-Term (15-Year) Financial Plan & Related Community Financial Sustainability Report

The Chief Administrative Officer introduced the report. The Financial Consultant reviewed the details of the terms of reference related to the Village of Belcarra Integrated Long-Term (15-Year) Plan and Related Community Financial Sustainability Report.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the Terms of Reference for the Village of Belcarra Integrated Long-Term (15-Year) Financial Plan & Related Community Financial Sustainability Report forwarded from the July 17, 2023 Finance Standing Committee Meeting be approved.

Council discussion ensued on the terms of reference.

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

Sherry Chisholm, Belcarra resident, referenced a \$25,000 grant and asked if the Village of Belcarra must match the grant monies. The Financial Consultant replied in the affirmative.

The resident expressed concern with spending these funds on a long-term financial plan rather than on costs such as a fire hall and water costs which are not planned for.

The Financial Consultant provided clarification on the development of long-term financial plans by communities and the ability of long-term plans to adjust and deal with uncertainties.

John Snell, Belcarra resident, commented positively on the report provided. He referred to infrastructure and asset investment and a line item pertaining to a replacement fire hall. He questioned whether the financial consultant had taken the need for a replacement fire hall into account in 2020 and when proposing to add construction of the fire hall into the long-term plan.

The Financial Consultant advised on the funding for the Fire Department through Metro Vancouver.

The resident conveyed he understood that Belcarra and Anmore residents are responsible for 50/50 of the funds required for replacement of fire halls and asked about the funding currently available.

The Financial Advisor advised on the total reserves available through Metro Vancouver for fire halls and fire apparatus.

The Mayor called the question on the motion.

CARRIED

5.2 Paula Richardson Chief Administrative Officer, report dated July 24, 2023 regarding budget variances for the period ending June 30, 2023.

The Chief Administrative Officer introduced the report. The Financial Consultant reviewed the report and provided details on the budget variances for the period ending June 30, 2023

He provided a high-level review of the General Operating Fund, the Water Operating Fund and the Waste & Recycle Depot (WARD) Operating Fund. He advised that the next budget review will take place at the end of September 2023.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the report titled "Budget Variance Report Based on Results to June 30, 2023" forwarded from the July 17, 2023 Finance Standing Committee Meeting be received into the record for information.

CARRIED

5.3 Paula Richardson, Chief Administrative Officer, report dated July 24, 2023 regarding the Watson Trail options.

The Chief Administrative Officer reviewed the report. She referred to a previous presentation on the Watson Trail by Urban Systems and advised that staff is seeking direction from Council on work to be carried out on the Watson Trail.

MAIN MOTION

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That one of the baffles of the gate on the Watson Trail be removed.

Council discussion ensued on the options pertaining to the Watson Trail provided by staff and on the motion put forward by Councillor Clark.

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

Colleen MacDonald, Belcarra resident, provided information on liability issues related to removing baffles and advised that some liability issues result from incidences involving baffles.

Ron Davis, Belcarra resident, spoke in support of the removal of one of the baffles. He expressed concern that the gravel on the trail was not compacted and requested that should gravel be added to the trail as part of maintenance, that it be added to the south side due to the drop off on the other side. Mr. Davis also queried whether the Watson Trail was meant for bicycles.

John Snell, Belcarra resident, spoke on the history of the trail and staff statements on safety issues. He expressed concern with the removal of the barrier and resulting liability issues in that the gate had originally been installed to force riders to dismount. He also stated that the trail originally was intended to be a pedestrian trail.

Jim Chisholm, Belcarra resident, queried why the Tatlow Trail was not being discussed as part of the conversation.

It was advised that the Watson Trail had been brought forward in response to concerns from residents and that currently it was the only trail being discussed as part of the staff report.

Brian Hirsch, Belcarra resident, asked for the cost of the consultant for the original report. He queried why the Village has two trails and added that the Tatlow Trail has been neglected. He reiterated his question of why the Village has two trails and funds the maintenance of both trails.

The Chief Administrative Officer provided the cost of the consultant for the report on the Watson Trail.

Colleen MacDonald, Belcarra resident, advised on current trail standards, stating that the original review on the Watson Trail was done in 2017 and that standards had changed.

Council discussion ensued on liability issues which may result should one of the gate baffles be removed.

The Chief Administrative Officer reviewed the advice provided by legal counsel pertaining to signage on the trail.

MOTION TO AMEND

Moved by: Councillor Clark

Seconded by: Councillor Ruzycki

That the text “and that appropriate signage be added as per legal advice.” be added to the motion.

AMENDMENT CARRIED

Councillor Elworthy voted in opposition

MAIN MOTION AS AMENDED

That one of the barriers of the gate on the Watson Trail be removed and that the appropriate signage be added as per legal advice.

CARRIED AS AMENDED

Councillor Elworthy voted in opposition

5.4 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated July 24, 2023 regarding the Tatlow Reservoir Project Progress Report

The Public Works & Emergency Preparedness Coordinator reviewed the report.

Moved by: Councillor Clark

Seconded by: Councillor Ruzycki

That the report dated July 24, 2023 titled "Tatlow Reservoir Progress Report" be received into the record for information.

No comments were put forward by members of Council.

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

John Snell, Belcarra resident, referred to an upcoming assessment of the life expectancy of the Tatlow tank. He also referred to a report received by Council in September 2017 regarding the condition of the pipeline across the inlet which indicated that the underwater section of pipe is to be examined every five years. He enquired whether an inspection was or will be done.

The Public Works & Emergency Preparedness Coordinator advised that information pertaining to the pipeline will be provided at later date.

The Mayor called the question on the motion.

CARRIED

5.5 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated July 24, 2023 regarding the status of the seismic sensor at the Tatlow Station

The Public Works & Emergency Preparedness Coordinator reviewed the report.

Council discussion ensued on the necessity of a seismic sensor and on the projected impact of the addition of this project on the strategic plan.

Staff provided clarification on monitoring of the tank through the SCADA system in case of a seismic event.

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That staff be directed to purchase and install a new seismic sensor for the Tatlow Station at an estimated cost of up to \$10,000.00 and that the strategic plan and capital budgets be amended accordingly.

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

Klaus Bever, Belcarra resident, spoke regarding the Village's ability to monitor seismic activity.

Brian Davis, Belcarra resident, expressed that he agreed with staff explanation on the seismic sensor.

Jim Chisholm, Belcarra resident, acknowledged staff clarification regarding the seismic sensor and expressed concern that similar problems will occur should a new sensor be installed.

John Snell, Belcarra resident, questioned whether a new seismic sensor is required since the installation of the SCADA system.

The Public Works & Emergency Preparedness Coordinator provided clarification on the function of the seismic sensor in the past and its impact on staff's ability to control the water valve.

Brian Hirsh, Belcarra resident, conveyed that following the explanation from staff, the purchase of a seismic sensor at this time seemed premature

The Mayor called the question on the motion.

MOTION TO DEFER

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the motion directing staff to purchase and install a new seismic sensor for the Tatlow Tank be deferred to the October 23, 2023 Regular Council Meeting.

CARRIED

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor's Report

Mayor Ross acknowledged the death of Devon Gayle, the 19-year old firefighter from the Revelstoke who died while on duty. He offered condolences to the family on behalf of the community.

Mayor Ross commented on the issue of a letter received from the Village of Anmore. He made the following statement:

- Many residents have asked why the letter from Anmore regarding the Fire Department was not on the agenda for today's meeting. As you know, the Fire Department is a regional service of Metro Vancouver; it is not a municipal service of either Anmore or Belcarra. In those circumstances, it was determined that we should seek advice on the governance of the Fire Department. Council has now received that advice and will be responding to the letter shortly; the response will be posted on our website once it has been sent to Anmore. Out of courtesy, Council wishes to provide the letter to Anmore before it is posted on the website.

Mayor Ross attended the following:

- Situational Update Wildfire and Drought – Bowinn Ma Minister of Emergency Management and Climate Readiness – attended by Mayors & Chairs on July 13, 2023
- RCMP Decision made in Surrey – July 19, 2023 - B.C.'s Public Safety Minister Mike Farnworth said that the province is directing the City of Surrey to move forward with the transition to the Surrey Police Service.

- A tour hosted by the Western Canada Marine Response Corporation (WCMRC) of the new oil spill response base in Vancouver Harbour on July 12, 2023. Mayor Ross advised that shoreline protection training in Belcarra in Bedwell Bay is scheduled for July 21, 2023 and that there will be training taking place in Belcarra Narrows on July 31, 2023. Has offered to come to next meeting in September
- Rotary Club Speaking engagement at the Coquitlam Sunrise Club – Rotary Graduate Scholarship – held on July 18, 2023

6.2 Councillors' Reports

No Items.

7. REPORT FROM CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer participated in a call with the Minister of Emergency Management & Climate Readiness and the Minister of Municipal Affairs. She advised that much information was shared on agricultural issues resulting from the drought and from fires.

8. BYLAWS

No items.

9. CORRESPONDENCE/PROCLAMATIONS

INFORMATION ITEMS

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the items in Section 9 – Correspondence/Proclamations – Information Items be received into the record as information.

Councillor Ruzycki requested that Item 9.1 be removed from Information Items and added to the Action Items section to allow for discussion. No other requests were forthcoming.

The Mayor called the question on the motion.

CARRIED

- 9.2** George V. Harvie, Chair, Metro Vancouver Board, letter dated July 11, 2023 regarding a proposed land use designation amendment to *Metro 2050* for the City of Surrey for a site located at 11420 – 157A Stret in the City's Fraser Heights area. *(The full report is available for viewing at the Village office).*

- 9.3 Brian Hirsch, Belcarra Resident, e-mail dated July 14, 2023 regarding Council communication with Belcarra Residents and the Facebook groups Belcarra Oversight and Belcarra Together.
- 9.4 Sherry Chisholm, Belcarra Resident, e-mail dated July 12, 2023 regarding a letter from the Village of Anmore pertaining to a plan for a new firehall.
- 9.5 Sherry Chisholm, Belcarra Resident, e-mail dated July 15, 2023 regarding apparent conflicts of interest for the Mayor of the Village of Belcarra.

ACTION ITEMS

- 9.1 Don Babineau, Belcarra Resident, e-mail dated July 6, 2023 regarding questions to Council pertaining to water required to fight fires in the Village of Belcarra.

Councillor Ruzycki requested clarification on the line of authority for the issue of water for fighting fires.

Council discussion ensued on the issue of water flow for fighting fires and it was clarified that Council is responsible for decisions on water flow.

John Snell, Belcarra resident, referred to an engineering report produced in 2020 on required water flow. He also stated that the Village of Belcarra has a high insurance rating. He commented on the addition of chlorination to the existing system in order to raise the water level in the tank.

Jim Chisholm, Belcarra resident, suggested that a Fire Underwriters report from 2020 be referred to.

Brian Hirsch, Belcarra resident, referred to three action items put forward by Ian Devlin, Belcarra resident, during a previous presentation. He encouraged members of Council to act on implementing the three suggestions.

Klaus Bever, Belcarra resident, referred to three bylaws which he encouraged all to become familiar with, namely Bylaw No. 310, No. 456 and No. 492. He stated that these three bylaws sum up what controls water for fire fighting purposes.

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the e-mail from Don Babineau, Belcarra Resident dated July 6, 2023 regarding questions to Council pertaining to water required to fight fires in the Village of Belcarra be received into the record as information.

CARRIED

10. NEW BUSINESS

10.1 Motion by Councillor C. Clark (brought forward as a Notice of Motion at the July 10, 2023 Regular Council Meeting)

Moved by: Councillor Clark

Seconded by: Councillor Elworthy

That staff be directed to provide a report on the feasibility of a Qualified Environmental Professional (QEP) assessment to guide decisions on requests for tree trimming along the Marine Avenue foreshore; and

That staff be directed to provide a report confirming the riparian zone area along Marine Avenue.

Councillor Clark provided background information and the reasons for the motion she has brought forward.

The Chief Administrative Officer advised on a section of the strategic plan dealing with assessment of natural assets.

Council discussion ensued on the type of reporting requested, work involved as well as the cost of implementation. Questions and concerns were raised regarding the tree bylaw and how it was working. Further discussion revolved around a request for quotation on work to be done to confirm riparian areas along Marine Avenue.

Brenda Hogg, Belcarra resident, asked for clarification on which bylaw was being discussed. It was clarified that the subject of the discussion was the tree bylaw which can be found on the Village website.

Joel Johnston, Belcarra resident, provided comments through email pertaining to tree trimming/cutting applications within the Village of Belcarra. He outlined the current process currently required with respect to applications and expressed that, in order to maintain consistency, the Village should be the point of contact. He also suggested that a consulting firm be brought on for tree mapping along the foreshore and that riparian zone information be available on file at the Village office.

Ralph Drew, Belcarra resident, commented through email that the management of the riparian area should involve the Port of Vancouver due to the sensitive nature of the area.

Jim Chisholm, Belcarra resident, felt that a phone call to the right agency should be able to give the correct classification of the foreshore riparian area.

The Mayor called the question on the motion.

CARRIED

11. PUBLIC QUESTION PERIOD

Jim Chisholm, Belcarra resident, queried when Council will address the water supply for fighting fires and the issue of the two new fire halls.

Amended as per
the Sept 11, 2023
Council Meeting

John Snell, Belcarra resident, spoke on the ~~\$6 million~~ \$1.6 million in reserve at Metro Vancouver for SVFD and stated that \$1 million of that amount was assigned to the purchase of a fire truck.

Ralph Drew, Belcarra resident, commented through email that the SVFD Fire Chief advises Council based on the information available to him.

Jim Chisholm, Belcarra resident, suggested referring to a 2010 SVFD report.

12. ADJOURNMENT


Moved by: Councillor Wilder

Seconded by: Councillor Ruzycki

That the June 19, 2023 Regular Council Meeting be adjourned at 9:33 pm

CARRIED

Certified Correct:



Jamie Ross
Mayor



Paula Richardson
Chief Administrative Officer