



VILLAGE OF BELCARRA
REGULAR COUNCIL MEETING MINUTES
September 11, 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 (attended via Zoom)
Councillor Janet Ruzycki
Councillor Liisa Wilder

Staff in Attendance

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

Others in Attendance

Michael Lowry, Senior Manager, Communications, Western Canada Marine Response Corporation (WCMRC)
Michael Levin, Team Lead and Project Manager, WSP Canada Inc.
Thomas Munding, Senior Process Engineer, WSP Canada Inc.

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 7:03 pm

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, September 11, 2023

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the agenda for the Regular Council Meeting of September 11, 2023 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Special Council Meeting, July 24, 2023

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the minutes from the Special Council Meeting held on July 24, 2023 be adopted.

CARRIED

3.2 Regular Council Meeting, July 24, 2023

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the minutes from the Regular Council Meeting held on July 24, 2023 be amended to revise a statement on page 11 by John Snell, Belcarra resident to replace the text "\$6 million" with the text "1.6 million"; and

That the minutes be adopted as amended.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 Western Canada Marine Response

Michael Lowry, Senior Manager, Communications, Western Canada Marine Response Corporation (WCMRC) gave a PowerPoint presentation providing an update on the completion of the oil spill response base for Burrard Inlet and the protection strategy program for Belcarra shorelines.

He spoke on equipment available to deal with spills, outlined the process involved and presented visuals of response equipment available to deal with any spills.

Mr. Lowry responded to questions from Council and residents.

4.2 WSP Costing Exercise for New Chlorination System at Tatlow Reservoir

Michael Levin, Team Lead and Project Manager and Thomas Munding, Senior Process Engineer, WSP Canada Inc., memo dated August 30, 2023 regarding a proposed chlorination system at the Tatlow Reservoir.

The Public Works and Emergency Preparedness Coordinator introduced the report and the representatives from WSP.

Michael Levin gave a PowerPoint providing background on the Tatlow Reservoir and a high-level conceptual design and Class D Cost Estimate for a chlorination system to address the chlorine degradation and stratification issues that result from low reservoir turnover. He outlined the proposed system and associated cost and spoke on key technical items. Mr. Levin outlined capital and operating and maintenance costs of the proposed system and provided a summary of what will be required to install the proposed chlorination system.

Mr. Levin and Mr. Munding responded to questions from Council and members of the public.

It was the consensus of Council that staff and WSP provide a more detailed cost estimate for a chlorination system which includes the price for a geotechnical assessment.

5. REPORTS

5.1 Paula Richardson, Chief Administrative Officer and Phil Chapman, Chapman Planning & Consulting, report dated September 11, 2023 regarding first reading for Official Community Plan Bylaw No. 615, 2023

Mayor Ross advised that he has reviewed the Official Community Plan and has determined that he will not be in conflict during the discussions and readings of the Official Community Plan bylaw and therefore will be voting on the item. He thanked all for the work done on the development of the plan.

The Chief Administrative Officer reviewed the report on the Official Community Plan (OCP) and introduced Phil Chapman, the planner who completed the work on the draft OCP.

Mr. Chapman provided a detailed report on work carried out to bring the OCP to the first reading phase. He advised that a presentation will be provided at the Public Hearing.

Ian Devlin, Chair of the Official Community Plan Committee spoke on the proposed plan, the work done by committee members and community engagement. He thanked all for their work and participation.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That Village of Belcarra Official Community Plan Bylaw No. 615, 2023 be read a first time; and

That Village of Belcarra Official Community Plan Bylaw No. 615, 2023 be forwarded to Public Hearing.

CARRIED

Note: The meeting was recessed at 8:57 pm and reconvened at 9:08 pm.

5.2 Amanda Seibert, Corporate Officer, report dated September 11, 2023 regarding a proposed new Freedom of Information and Protection of Privacy (FOI) Bylaw.

The Corporate Officer reviewed the report and advised on the requirements for an updated Freedom of Information and Protection of Privacy bylaw.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That Village of Belcarra Freedom of Information and Protection of Privacy Bylaw No. 616, 2023 be read a first and second time.

CARRIED

- 5.3** Stewart Novak, Public Works, and Emergency Preparedness Coordinator, report dated September 11, 2023 regarding the marine pipeline inspection.

The Public Works and Emergency Preparedness Coordinator reviewed the report and outlined the recommended standards for marine pipeline inspections. He advised that staff will be reaching out for quotes for the pipeline inspection work prior to the budget proposal for 2024.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the report dated September 11, 2023 regarding the scheduled marine pipeline inspection be received for information.

CARRIED

- 5.4** Stewart Novak, Public Works, and Emergency Preparedness Coordinator, report dated September 11, 2023 regarding TransLink Grant Funding for the Kelly Road and Bedwell Bay Road Upgrade

The Public Works and Emergency Preparedness Coordinator reviewed the report and outlined the grants that staff wished to apply for. He advised that grant funding, if approved, will be directed to the Bedwell Bay Road and Kelly Avenue project and will include the rebuilding of gabion walls. He also advised that a document expressing support from Council will be used for all grant applications related to this project.

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That an application for TransLink grant funding, available through Major Road Network and Bike Cost Share (MRNB), Bicycle Infrastructure and Capital Cost Sharing (BICCS), Walking Infrastructure to Transit (WITT) and Structures grant funding be supported.

Council discussion ensued on the grants and the projects referenced. Concern was expressed on the part of Council that applying for specific grant funding will commit the Village of Belcarra to building a multi-use path.

Staff advised on the type of work that can be addressed through grant funding and indicated that Council will have the final decision on how monies applied for can be used.

The Mayor opened the floor to questions from the public

Debra Struk, Belcarra resident, queried whether there were photographs of the area showing the gabion wall and whether a project involving Bedwell Bay Road and Kelly Avenue will further impact drainage on Kelly Avenue.

Brian Hirsch, Belcarra resident, expressed that intentions on why the Village was applying for grants should be made clear through discussion and hoped that Council will consider all aspects of such a project holistically.

Jim Chisholm, Belcarra resident, queried on a drainage design done approximately five years ago and asked whether that study was completed and whether the Village has a document to overlay for roadwork. He stated that retaining walls had not been included in that study.

The Mayor called the question on the item.

CARRIED

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor's Report

Mayor Ross attended the following:

- A Regional Parks Committee Tour of Lower Mainland Parks – July 26, 2023
- TransLink Mayors' Council Meeting – July 27, 2023
- Metro Vancouver Board Meeting – July 28, 2023
- Mayors' Committee Lunch Reception for the European Union Consuls General - September 6, 2023
- Mayors' Committee Meeting – September 6, 2023
- Metro Vancouver Climate Action Committee – September 7, 2023
- Attended CRAB picnic in the Park - September ?, 2023
- Met with Sasamat Trustees Group and will meet again at the end of October.

6.2 Councillors' Reports

No items

7. REPORT FROM CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer reported that information will be coming forward on the Accessibility BC Act as well as an emergency notification system for the Village of Belcarra.

The Chief Administrative Officer noted that an email was received from Ralph Drew, Belcarra resident, indicating that the drainage study referenced was not an engineering design and that the current issue was to carry out an engineering design including gabion wall replacement and pedestrian safety.

8. BYLAWS

No items

9. CORRESPONDENCE/PROCLAMATIONS**INFORMATION ITEMS**

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the item 9.2 in Section 9 – Correspondence/Proclamations – Information Items be received into the record as information.

CARRIED

- 9.2** Jamie Ross, Mayor, Village of Belcarra, letter dated July 28, 2023 sent to the Village of Anmore regarding the Sasamat Volunteer Fire Department

ACTION ITEMS

The following items were removed from the Information Items section to allow for comment and discussion:

- 9.1** Ralph Drew, Belcarra Resident, e-mail dated July 25, 2023 regarding Bylaw No. 492 -- Subdivision and Development -- Suggested Amendments

Councillor Clark indicated her intention in moving the item to Action Items. Council discussion ensued on the need to review Bylaw No. 492 once a decision is made on a chlorination system for the Tatlow Tank.

- 9.3** Colleen MacDonald, Belcarra Resident, e-mail dated August 3, 2023 regarding an Active Transportation Lane on Bedwell Bay Road east of Senkler Road.

Councillor Wilder indicated her intention in moving the item to Action Items. Council discussion ensued on the safety issues associated with parking of resident vehicles in an area which should be a designated lane for pedestrians and bicyclists.

Brian Hirsch, Belcarra resident, acknowledged the issue of safety on Village of Belcarra roads and queried on how many persons have been killed, injured and/or maimed in the Village. He expressed concern that such items are distractions from the key issues facing the Village.

- 9.4** Gwen Chute, Belcarra Resident, e-mail dated August 18, 2023 regarding background information on a previously supplied letter pertaining to a 1979/80 letter to Council on the Bedwell Bay Road and Kelly Avenue drainage issues.

Mayor Ross queried whether a response was provided by staff to the resident. The Chief Administrative Officer advised that an email response has been forwarded to the resident and also advised that a meeting was held between the resident and staff.

Debra Struk, Belcarra resident, expressed that a report was needed on what can be done for drainage issues on the properties on Bedwell Bay Road and Kelly Avenue.

Ryan Moon, Belcarra resident, spoke on the ongoing issues involving drainage which have negatively impacted his property since 1979.

The Public Works and Emergency Preparedness Coordinator advised on work being carried to deal with runoff in the area.

10. NEW BUSINESS

No items

11. PUBLIC QUESTION PERIOD

Fraser MacDonald, Belcarra resident, expressed concern with the drought situation and the heightened fire threat, particularly with limited exit opportunities for Belcarra residents. He asked about the consideration of an alert system.

Staff provided information on how potential fire situations within or around Village boundaries will be addressed. It was advised that work on an app to be used to alert the public is being carried out.

Councillor Clark queried on the work being done by surveyors. Staff advised on the work that is being carried out.

Debra Struk, Belcarra resident, suggested that perhaps more detail on work being done around the Village can be provided on the notifications being sent to residents.

Jim Chisholm, Belcarra resident, queried whether the Village staff will consider instructing Metro Parks Board to change their policy on banning cooking in the park, particularly using briquettes, during extreme fire seasons.

The Chief Administrative Officer advised that these notices are the responsibility of the Fire Chief.

Councillor Wilder spoke on issues of persons using open flame devices and briquettes in the park despite restrictions and indicated she would like to see more enforcement on the part of Parks staff.

12. ADJOURNMENT

Moved by: Councillor Clark

Seconded by: Councillor Wilder

That the September 11, 2023 Regular Council Meeting be adjourned at 10:12 pm

CARRIED

Certified Correct:



Jamie Ross
Mayor



Amanda Seibert
Corporate Officer