



VILLAGE OF BELCARRA
REGULAR COUNCIL MEETING MINUTES
January 22, 2024



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
Amanda Seibert, Corporate Officer/Recording Secretary
Jane Dreier, Clerk

Others in Attendance

Tasha Murray, Invasive Species Council of Metro Vancouver
Matt Gibson, P.Eng., Senior Project Engineer, ISL Engineering and Land Services Ltd.

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

The Corporate Officer provided information on the new Council Procedure Bylaw and outlined changes in procedure to be followed during Council Meetings.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, January 22, 2024

Moved by: Councillor Ruzycki
Seconded by: Councillor Wilder

That the agenda for the Regular Council Meeting of January 22, 2024 be amended to deal with Item 5.0 Delegations prior to Item 4.0 Public Input and that the agenda be approved as amended.

CARRIED

3. ADOPTION OF MINUTES**3.1 Special Council Meeting, December 4, 2023**

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the minutes from the Special Council Meeting held on December 4, 2023 be adopted.

CARRIED

3.2 Regular Council Meeting, December 4, 2023

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the minutes from the Regular Council Meeting held on December 4, 2023 be adopted.

CARRIED

Note: Item 5.0 was dealt with prior to Item 4.0

4. PUBLIC INPUT

Colin Richardson, Belcarra resident, spoke in opposition to Item 10.1 on the agenda. He expressed concern with the recommendation and the impact of the proposed rate increase on existing and future accessory suites as well as on tenants. He spoke in favour of utilizing existing water meters to monitor water usage.

Rob Begg, Belcarra resident, spoke in opposition to Item 10.1 on the agenda. He questioned how the status of a suite, i.e. how many persons in it and whether or not it is rented out, would be determined. He commented on an issue at WARD and requested that users be charged by weight.

Jim Chisholm, Belcarra resident, referred to the water metering and asked whether a monitoring system purchased in the past has been test and whether it was functional.

The Public Works and Emergency Preparedness Coordinator clarified that the water monitor purchased in the past was not in use as it is outdated.

Rob Begg, Belcarra resident, spoke on the proposed paving of Marine Avenue and questioned whether all provincial and federal codes will be met prior to paving, in particular with group wharves. He also questioned whether long term parking on the side of Marine Avenue had been investigated as a partial cause for the sluffing on the roadside.

5. DELEGATIONS AND PRESENTATIONS**5.1 Real Acts of Caring (RAC)**

- **Presentation by Harriette Chang, Counsellor and Leadership Students, School District 43 (SD43) and students**

Students from School District 43 gave a presentation on Real Acts of Caring (RAC). They advised that RAC Week is February 11-17, 2024 and that the focus this year is on mental health and wellness.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That February 11-17, 2024, be declared “Real Acts of Caring (RAC) Week” in the Village of Belcarra.

CARRIED

6. ITEMS ON CONSENT AGENDA

6.1 Correspondence

6.1.1 Councillor Trish Mandewo, UBCM President, letter dated November 28, 2023 regarding the Canada Community-Building Fund and the second Community Works Fund Payment to the Village of Belcarra for 2023/2024 in the sum of \$31,486.90.

6.1.2 Mayor Lilia Hansen, on Behalf of Fort St. John Council, letter dated November 29, 2023 to the Honorable Mike Farnworth, Minister, expressing concerns with increases in criminal activity and social disorder and requesting consideration of the enactment of the *Community Safety Act* or the *Community Safety Amendment Act* legislation.

6.2 Reports

No items

6.3 Recommendation to Receive Items on Consent

Moved by: Councillor Elworthy
Seconded by: Councillor Clark

That the items on the Consent Agenda of the January 22, 2024 Village of Belcarra Regular Council Meeting be received into the record.

CARRIED

7. ITEMS REMOVED FROM THE CONSENT AGENDA

No items

8. CORRESPONDENCE/PROCLAMATIONS (ACTION ITEMS)

8.1 Gurinder Mann, Executive Director, Communities Embracing Restorative Action (CERA) Society, email dated December 29, 2023 regarding a Request for a Community Grant for the Community Youth Justice Program.

Moved by: Councillor Elworthy
Seconded by: Councillor Ruzycki

That a Community Grant in the amount of \$353.00 to the Communities Embracing Restorative Action (CERA) Society for support of the Community Youth Justice Program 2023 Fiscal Year be authorized.

CARRIED

9. UNFINISHED BUSINESS

No items

10. STAFF REPORTS**10.1** Ken Bjorgaard, Financial Consultant, staff report dated January 22, 2023 regarding water charges for properties with secondary suites.

The Financial Consultant reviewed the report.

Moved by: Councillor Clark

Seconded by: Councillor Ruzycki

That the status quo for water user rates be maintained and that no extra water charges on those properties connected to the water system with secondary suites.

Council discussion ensued on the options provided in the staff report pertaining to water metering. It was the consensus of Council that a staff report providing information on a water metering and monitoring system be provided by the Public Works and Emergency Preparedness Coordinator at the March 11, 2024 Regular Council Meeting.

Moved by: Councillor Ruzycki

Seconded by: Councillor Wilder

That the motion for water user rates be deferred to the March 11, 2024 Regular Council Meeting.

CARRIED

10.2 Ken Bjorgaard, Financial Consultant, report dated January 22, 2024 regarding 2023 projects to be re-budgeted in 2024 and unspent 2023 budgets to be carried forward to 2024.

The Financial Consultant reviewed the report.

Moved by: Councillor Elworthy

Seconded by: Councillor Ruzycki

That the following 2023 projects be re-budgeted or carried forward to 2024 and included in the Village of Belcarra's 2024 – 2028 financial plan bylaw:

General Operating

- Official Community Plan
- Integrated Long-Term Financial Plan/Asset Management Plan
- Natural Capital Assets

General Capital

- Marine Ave Mill & Fill
- Bedwell Bay Upgrade Project (Bbup) (Design Only)
- Mrn Bedwell Bay Rd Safety Barriers
- Creek Surveys (Riparian Areas)

Water Capital

- Options For Addressing Water System Deficiencies-Contracts
- Water Chlorination System Class B Design-Contracts

CARRIED

10.3 Ken Bjorgaard, Financial Consultant, report dated January 22, 2024 regarding the draft Long-Term (2024-2028) Financial Plan & Related 2024 Budget

The Financial Consultation reviewed the report.

Council discussion ensued on the reasoning and financial purpose of tax rate increases.

MAIN MOTION

Moved by: Councillor Elworthy

Seconded by: Councillor Wilder

That the Financial Sustainability Report (includes the base 2024 budget and long-term financial/asset management plans) be presented to the public for feedback at the budget consultation session scheduled for February 5, 2024, together with the following property tax and utility user rate increases:

**Scenario "C" - 10% increase in property taxes; 20% increase in water user rates (connected & unconnected); 20% increase in WARD user rates
Results in overall 11.5% or \$704.00 increase for those connected to the water system and 10.8% or \$611.00 for those not connected to the water system**

Council discussion continued on potential rate increases and the need to increase revenue for the Village of Belcarra.

MOTION TO AMEND

Moved by: Councillor Clark

Seconded by: Councillor Ruzycki

That Scenario B for property tax and utility user rate increases be added to the Financial Sustainability Report to be presented to the public for feedback at the budget consultation session scheduled for February 5, 2024.

AMENDMENT CARRIED

Question on the Main Motion

The Mayor called the question on the Main Motion as amended.

MAIN MOTION AS AMENDED

That the Financial Sustainability Report (includes the base 2024 budget and long-term financial/asset management plans) be presented to the public for feedback at the budget consultation session scheduled for February 5, 2024, together with the following property tax and utility user rate increases:

Scenario "B" - 8% increase in property taxes; 20% increase in water user rates (connected & unconnected); 20% increase in WARD user rates

Results in overall 10.5% or \$643.00 increase for those connected to the water system and 9.7% or \$550.00 for those not connected to the water system; OR

Scenario "C" - 10% increase in property taxes; 20% increase in water user rates (connected & unconnected); 20% increase in WARD user rates

Results in overall 11.5% or \$704.00 increase for those connected to the water system and 10.8% or \$611.00 for those not connected to the water system.

CARRIED AS AMENDED

Moved by: Councillor Ruzycki
Seconded by: Councillor Clark

That the 2024 – 2028 financial plan/budget schedule as shown in attached Appendix “B” be approved.

CARRIED

- 10.4** Ken Bjorgaard, Financial Consultant, report dated January 22, 2024 regarding the status of Strategic Priorities Work Plan Initiatives as at December 31, 2023

The Financial Consultant reviewed the report. He advised that a status report will be provided on a quarterly basis.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the report dated January 22, 2024 titled “Status of Strategic Priorities Work Plan Initiatives as at December 31, 2023 be received into the record as information.

CARRIED

- 10.5** Stewart Novak, Public Works and Emergency Preparedness Coordinator, report dated January 22, 2024 regarding the outcomes of work carried out by the Invasive Species Council.

The Public Works and Emergency Preparedness Coordinator introduced Tasha Murray with Invasive Species Council of Metro Vancouver to provide an overview.

Ms. Murray gave a PowerPoint presentation outlining the history of invasive plant management in Belcarra and the work done by the Invasive Species Council. She highlighted the high priority invasive species needing to be dealt with. She answered questions from Council related to the possible impact of chemical spraying on wells.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the report dated January 22, 2024 titled “Invasive Species Council of Metro Vancouver (ISCMV) Report” be received into the record for information.

CARRIED

- 10.6** Stewart Novak, Public Works and Emergency Preparedness Coordinator, report dated January 22, 2024 regarding Marine Avenue road repair

The Public Works and Emergency Preparedness Coordinator introduced Matt Gibson with ESL. Mr. Gibson reviewed the report from EXP, described what was found through boring and outlined recommended options for work to be done on Marine Avenue. He answered questions put forward by Council.

The Public Works and Emergency Preparedness Coordinator outlined the options for the work and advised that Option 1 is recommended by staff. He also provided clarification around the question on federal and provincial codes as well as possible code violations on Marine Avenue.

Moved by: Councillor Wilder
Seconded by: Councillor Ruzycki

That Marine Avenue road depressions be repaired in accordance with Item 4.2 Option 1 – Asphalt Removal and Replacement with Added Granular Base Layer from the report provided by EXP Geotechnical Services dated December 13, 2023; and

That the entire roadway between the 3960 block cul-de-sac to 3700 block of Marine Avenue be repaved at the total cost of \$250,410.60 (including a 20% contingency); and further

That the draft 2024 budget be amended accordingly.

CARRIED

- 10.7** Sartaj Grewal, Building Official, staff report dated January 22, 2024 regarding costs involved in obtaining a permit from the Village of Belcarra to install a fire suppression system in a private residence.

The Building Official reviewed the report.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the report dated January 22, 2024 titled “Water Service Connection – Fire Sprinkler Systems Only” be received into the record for information.

CARRIED

- 10.8** Amanda Seibert, Corporate Officer, report dated January 22, 2024 regarding the addition of a section to the proposed Blasting and Rock-breaking Bylaw No. 619, 2023 pertaining to raptor conservation and introducing a Fees and Charges Amendment Bylaw for three readings.

The Corporate Officer reviewed the report. She advised on the staff recommendation to not add a new section to the bylaw pertaining to raptor conservation.

Moved by: Councillor Elworthy
Seconded by: Councillor Ruzycki

That Village of Belcarra Blasting and Rock-breaking Regulation Bylaw No. 619, 2023 be read a third time; and further

That Village of Belcarra Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 622, 2024 be read a first, second and third time.

CARRIED

11. BYLAWS**11.1 Village of Belcarra Council Indemnity Bylaw No. 620, 2023**

A bylaw to provide for the payment of an indemnity to Village of Belcarra Mayor and Councillors

Moved by: Councillor Elworthy

Seconded by: Councillor Ruzycki

That Village of Belcarra Council Indemnity Bylaw No. 620, 2023 be read a third time.

CARRIED

12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS**13. MAYOR AND COUNCILLOR REPORTS**

Mayor Ross offered congratulations to Belcarra resident Dr. Isobel Côté and the team of Chantale Bégin, Lauren Shea and Noelle Helder, with Salty Science who participated in the 2023 Atlantic Challenge for finishing first in the women's class, fourth in the race with four persons per boat and seventh overall. The team finished the race in 38 days, 18 hours and 56 minutes. He advised that the team is also raising funds for marine conservation.

The Mayor attended the following events:

- CRAB AGM & Holiday Social – December 7
- Santa Ships at Belcarra Park – December 16
- Metro Vancouver Regional Parks Committee Meeting – January 10
- TransLink Mayors' Council Pre-Briefing Workshop & Media Conference – Access for Everyone, Call to Action – January 10
- Metro Vancouver Climate Action Committee – January 10
- TransLink - Executive Compensation Plan Committee – multiple meetings

COUNCILLOR REPORTS

Councillor Wilder provided further details on the Salty Science team and its participation in the 2023 Atlantic Challenge. She advised that to date the team has raised \$252,000 toward their goal of \$500,000.

Councillor Ruzycki advised that she and other members of Council attended the opening of the Anmore Village Hall.

14. CHIEF ADMINISTRATIVE OFFICER REPORT

The Chief Administrative Officer advised that due to the current rollout of the Provincial Housing Legislation, first reading of the OCP Bylaw will be delayed. She also advised that the document will not be made public until presented to Council. She reported that a letter was received from the Ministry of Housing announcing that the Village of Belcarra has been allocated \$153,143 to support activities or projects local governments must undertake to meet the new legislative requirements supporting housing initiatives. The letter will be published on the next Regular Council Meeting agenda.

The Chief Administrative Officer addressed the upcoming tax rate review and outlined the role general property taxes and emergency reserves play in service provision for residents.

15. OTHER MATTERS DEEMED EXPEDIENT

No items.

16. NOTICES OF MOTION AND MATTERS FOR INTRODUCTION AT FUTURE MEETINGS

No items.

17. PUBLIC QUESTION PERIOD

Jim Chisholm, Belcarra resident, queried whether the old water meter monitoring system is functioning and if, with a change of batteries, that system can still be used.

The Public Works and Emergency Preparedness Coordinator provided information on status of the old water meter monitoring system. He advised that a report on the water metering system will be provided at a future Council meeting.

Deborah Struk, Belcarra resident, asked why knotweed was sprayed and not injected and why the Roundup was used as the spray is considered toxic. She expressed concern with the continued use of a subcontractor who had been hired to carry out the invasive species control work. She also asked if there was an update as to a date for the OCP Public Hearing.

The Chief Administrative Officer advised that Council will set a date for a public hearing following first reading of the OCP bylaw.

Rob Begg, Belcarra resident, queried if Marine Avenue has been surveyed as to where the road will go. He expressed concern on the confusion around lot lines, code issues on Marine Avenue related to group docks and patchwork being done on areas around the Village.

The Public Works and Emergency Preparedness Coordinator advised that surveying has been done by ISL and more surveying work is expected.

Ralph Drew, Belcarra resident, question sent in via email asking if laurel will be included on the invasive species list in the future.

The Public Works and Emergency Preparedness Coordinator advised that laurel is a low priority as an invasive species and therefore staff will not add it to work to be done in Belcarra in controlling invasive species unless otherwise directed by Council

Marcus S., Belcarra resident, question sent in via email asking if options have been presented or discussed on rehabilitation of 1/2 or 1/3 of the road width of Marine Avenue and stabilizing with geogrid or lock blocks.

The Public Works and Emergency Preparedness Coordinator advised that options were discussed and may be considered upon completion of surveys.

Rob Begg, Belcarra resident, queried whether the engineer working on Marine Avenue could be asked about the impact of larger vehicles parking on the edge of the road.

Deborah Struk, Belcarra resident, stated that it is unfortunate there is not a provision for paying municipal taxes allowing residents to choose to pay a higher tax rate should it be an affordable option.

18. ADJOURNMENT

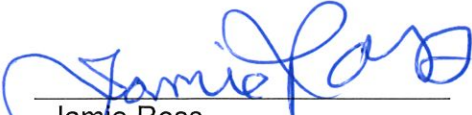
Moved by: Councillor Wilder
Seconded by: Councillor Ruzycki

That the January 22, 2024 Regular Council Meeting be adjourned.

CARRIED

The meeting was adjourned at 10:17 pm

Certified Correct:



Jamie Ross
Mayor



Amanda Seibert
Corporate Officer