



VILLAGE OF BELCARRA
REGULAR COUNCIL MEETING MINUTES
September 9, 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

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, September 9, 2024

Moved by: Councillor Elworthy
Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting of September 9, 2024 be amended with the release of items from the September 9, 2024 Closed Council meeting:

- **Item 4.3 Letter dated September 6, 2024 from John McEwen, Mayor, Village of Anmore, regarding the Sasamat Volunteer Fire Department Service Review**
- **Item 4.4 Letter dated July 31, 2024 from Anne Kang, Minister of Municipal Affairs, regarding the Village of Belcarra's request for a service review for the Sasamat Volunteer Fire Department; and further**

That the agenda for the Regular Council Meeting of September 9, 2024 be approved as amended.

CARRIED

3. ADOPTION OF MINUTES**3.1 Special Council Meetings, July 22, 2024 and July 24, 2024**

Moved by: Councillor Ruzycki
Seconded by: Councillor Clark

That the minutes from the Special Council Meetings held on July 22, 2024 and July 24, 2024 be adopted.

CARRIED

3.2 Regular Council Meeting, July 22, 2024

Moved by: Councillor Clark
Seconded by: Councillor Elworthy

That the minutes from the Regular Council Meeting held on July 22, 2024 be adopted.

CARRIED

4. PUBLIC INPUT

The Chief Administrative Officer reviewed the process for public input. She advised that questions or comments pertaining to the Official Community Plan Bylaw brought forward at the April 8, 2024 Public Hearing will not be considered.

Klaus Bever, Belcarra resident, suggested that the recommendation in Item 10.1 to consider the hiring of a project manager for the tennis court site is a pre-mature recommendation as Council has yet to make a decision as to what they wish done with the site.

5. DELEGATIONS AND PRESENTATIONS

No items

6. ITEMS ON CONSENT AGENDA**6.1 Correspondence**

6.1.1 Kerri Palmer Isaak, School District 43 Trustee, Community Update Newsletter for Belcarra and Anmore.

6.1.2 Mike Hurley, Chair, Metro Vancouver Board, letter dated August 20, 2024 regarding Metro 2050 a proposed Type 3 amendment to the City of Surrey for a 1.3 hectare site comprising one property located on 128 Street in the Newton area.

The full report can be viewed at the link below:

[MVRD Board report dated June 3, 2024, titled "Metro 2050 Type 3 Proposed Amendment – City of Surrey \(7880 128 Street\) \(pg. 498\)](#)

6.1.3 Kermit Dahl, Mayor, City of Campbell River, letter dated August 26, 2024 addressed to The Honourable David Eby, Premier, regarding an urgent request for Provincial support in addressing homelessness in Campbell River.

6.1.4 Paul Horn, Mayor, City of Mission, letter dated August 29, 2024 addressed to The Honourable David Eby Premier, regarding infrastructure investment for complete communities.

6.2 Reports

No items

6.3 Recommendation to Receive Items on Consent

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the items on the Consent Agenda of the July 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)

No items

9. UNFINISHED BUSINESS

No items

10. STAFF REPORTS

10.1 Paula Richardson, Chief Administrative Officer, report dated September 9, 2024 regarding the West Road Recreational Site.

The Chief Administrative Officer reviewed the staff report.

MAIN MOTION

Moved by: Councillor Ruzycki
Seconded by: Councillor Elworthy

That staff be directed to engage a project manager to allow for further work to be carried out on the West Road Recreational Site.

Council discussion ensued on the merits of engaging the services of a project manager for the West Road recreational site.

MOTION TO AMEND

Moved by: Councillor Elworthy

Seconded by: Councillor Ruzycki

That the text of the motion be replaced with the text “That prior to staff engaging a project manager, quotes from three organizations experienced with this type of work be requested and following receipt of such information, that direction to staff to engage a project manager to allow for further work be reconsidered.”

AMENDMENT CARRIED

Question on the Main Motion

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

MAIN MOTION AS AMENDED

That prior to staff engaging a project manager, quotes from three organizations experienced with this type of work be requested and following receipt of such information, that direction to staff to engage a project manager to allow for further work be reconsidered.

CARRIED AS AMENDED

11. BYLAWS

11.1 Fire Prevention and Regulation

11.1a Village of Belcarra Fire Prevention and Regulation Bylaw No. 627, 2024

A bylaw for the prevention and suppression of fires, for regulating personal conduct at fires, and for authorization of permits in the Village of Belcarra

11.1b Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 629, 2024

A bylaw to amend fees and charges for services

11.1c Village of Belcarra Bylaw Notice Enforcement No. 520, 2018, Amendment Bylaw No. 630, 2024

An amendment bylaw to amend penalties of bylaw enforcement notices in conjunction with Village of Belcarra Bylaw Adjudication Registry

Moved by: Councillor Clark

Seconded by: Councillor Ruzycki

That Village of Belcarra Fire Prevention and Regulation Bylaw No. 627, 2024 be adopted; and

That Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 629, 2024 be adopted; and further

That Village of Belcarra Bylaw Notice Enforcement Bylaw No. 520, 2018, Amendment Bylaw No. 630, 2024 be adopted.

CARRIED

12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

From the Closed Council Meeting of September 9, 2024

- Item 4.3 Letter dated September 6, 2024 from John McEwen, Mayor, Village of Anmore, regarding the Sasamat Volunteer Fire Department Service Review
- Item 4.4 Letter dated July 31, 2024 from Anne Kang, Minister of Municipal Affairs, regarding the Village of Belcarra's request for a service review for the Sasamat Volunteer Fire Department

13. MAYOR AND COUNCILLOR REPORTS

Mayor Ross attended the following events:

- TransLink Mayors' Council – July 25, 2024
- Metro Vancouver Regional Parks Committee – September 4, 2024
- Metro Vancouver Climate Action Committee – September 5, 2024
- Sasamat Volunteer Fire Department Board of Trustees Meeting – September 5, 2024
- CRAB "Potluck in the Park" – September 8, 2024

13.1 CHIEF ADMINISTRATIVE OFFICER'S REPORT

The Chief Administration Officer provided an update on Active Transportation Network Plan Request for Proposal (RFP). She reported that 5 responses to the RFP were received, and that the successful proponent was Bunt & Associates Engineering Ltd., a company with extensive experience in developing active transportation plans for smaller and lower density communities.

She advised that Metro Vancouver is encouraging public engagement pertaining to their 2025 Budget & Five Year Financial Plan and that a link has been posted on the Village's website to allow residents to participate in the process.

The Chief Administrative Officer also advised that BC Hydro has notified surrounding areas that as of September 9, crews will begin construction work on the main access road and boat launch access road at Buntzen Lake. Further information on the BC Hydro project can be found at www.bchydro.com/buntzen.

She announced that on Friday, September 6, 2024 the Metro Vancouver Regional Planning Committee supported the recommendation by Metro Vancouver staff to accept the Village of Belcarra's Regional Context Statement as submitted and that the staff report will be moved forward to a meeting of the Metro Vancouver Board of Directors on September 27, 2024 for consideration.

14. OTHER MATTERS DEEMED EXPEDIENT

No items

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

No items

16. PUBLIC QUESTION PERIOD

The process for public question period was reviewed. The Chief Administrative Officer advised that questions or comments pertaining to the Official Community Plan Bylaw brought forward at the April 8, 2024 Public Hearing will not be considered

Jim Chisholm, Belcarra resident, inquired on the status of the chlorination of the water tank.

The Public Works and Emergency Preparedness Coordinator advised that a detailed design has been completed and has been forwarded to Fraser Health for review.

Jim Chisholm, Belcarra resident, asked whether a cost estimate is available and when the project will be complete.

The Public Works and Emergency Preparedness Coordinator advised that updated information on the chlorination project will be provided at the next Council meeting.

Klaus Bever, Belcarra resident, queried when he will receive a response to a letter written on June 28, 2024.

The Chief Administrative Officer advised that a response will be provided.

Peter Boekhout, Belcarra resident, asked what the Village has to gain when councillors attend the UBCM conference.

Upon request from the Chair, members of Council individually reported on the benefits of attending UBCM conferences.

Jim Chisholm, Belcarra resident, asked whether Council has the authority to spend \$500,000 to \$700,000 on the tennis court site. He commented on the amount of monies required for archaeological studies and stated he did not feel the citizens of Belcarra are willing to spend that sum of money on the site. He also asked whether the public has been polled on this topic.

Through the Chair, Councillor Clark advised on the intent of the amended motion put forward for Item 10.1 and Councillor Elworthy advised that public input on the site will be sought should the item move forward.

Klaus Bever, Belcarra resident, asked what work the Village has done in the past 4 months to provide improvements for pedestrians and cyclists in the Village.

The Public Works and Emergency Preparedness Coordinator provided information on projects recently completed including work on crosswalk signs and the development of a future project which will improve safety in the area.

Klaus Bever, Belcarra resident, asked what work the Village has done in the past 4 months on reduction of wildfire fuels on Village properties.

The Public Works and Emergency Preparedness Coordinator advised on works carried out or in progress with respect to wildfire management.

Klaus Bever, Belcarra resident, commented on wildfire fuel areas on Village property identified over the past year and asked when progress will be made on reducing the fire fuels in those areas.

The Public Works and Emergency Preparedness Coordinator advised on works done to mitigate fire hazards on Village properties.

Jim Chisholm, Belcarra resident, asked whether Council is considering connecting the Village water system to the main system in the Village of Anmore.

The Mayor responded to the question.

Peter Boekhout, Belcarra resident, queried why the Belcarra Garden Club cannot hold meetings in the Village Hall.

The Chief Administrative Officer advised that insurance through the Municipal Insurance Authority is required to allow use of the facilities by any outside groups and that the Garden Club currently does not have this insurance.

17. ADJOURNMENT

Moved by: Councillor Wilder

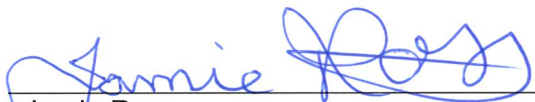
Seconded by: Councillor Clark

That the September 9, 2024 Regular Council Meeting be adjourned.

CARRIED

The meeting was adjourned at 8:06 pm

Certified Correct:



Jamie Ross
Mayor



Amanda Seibert
Corporate Officer