



**VILLAGE OF BELCARRA
REGULAR COUNCIL MEETING MINUTES
November 18, 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, Manager, Municipal Services
Amanda Seibert, Corporate Officer/Recording Secretary
Jane Dreier, Clerk

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 7:01 pm

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, November 18, 2024

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting of November 18, 2024 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Special Council Meeting, November 4, 2024

Moved by: Councillor Ruzycki
Seconded by: Councillor Elworthy

That the minutes from the Special Council Meeting held on November 4, 2024 be adopted.

CARRIED

3.2 Regular Council Meeting, November 4, 2024

Moved by: Councillor Ruzycki
Seconded by: Councillor Clark

That the minutes from the Regular Council Meeting held on November 4, 2024 be adopted.

CARRIED

4. PUBLIC INPUT

The Corporate Officer outlined the procedure for Public Input. There were no speakers.

5. DELEGATIONS AND PRESENTATIONS

No items

6. ITEMS ON CONSENT AGENDA

6.1 Correspondence

6.1.1 Ralph Drew and Ian Devlin, Belcarra residents, email dated November 3, 2024 regarding the Belcarra Water System Capital Works Plan.

6.1.2 Janet Roberson, Belcarra resident, email dated November 3, 2024 regarding the inclusion of pickleball lines in the redevelopment of the tennis court site.

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 November 18, 2024 Village of Belcarra Regular Council Meeting be received into the record.

Councillor Ruzycki requested that Item 6.1.2 be removed from the Consent Agenda to allow for comment and discussion. Councillor Elworthy requested that Item 6.1.1 be removed from the Consent Agenda to allow for comment and discussion.

The Mayor called the question on the motion. Note that all items were removed for discussion.

CARRIED

7. ITEMS REMOVED FROM THE CONSENT AGENDA

Note: The items removed from the Consent Agenda were discussed in the order of the requests from the members of Council.

6.1.2 Janet Roberson, Belcarra resident, email dated November 3, 2024 regarding the inclusion of pickleball lines in the redevelopment of the tennis court site.

Councillor Ruzycki commented on the request for the inclusion of pickleball lines and advised that Council has already considered this aspect.

6.1.1 Ralph Drew and Ian Devlin, Belcarra residents, email dated November 3, 2024 regarding the Belcarra Water System Capital Works Plan.

Councillor Elworthy commented on the report received from WSP by Council at the November 4, 2024 meeting as well as the presentation made by the WSP representatives. He thanked the writers of the email for their contribution and put forward that further detailed work will need to be done with regard to the deficiencies reported on in the water report.

8. CORRESPONDENCE/PROCLAMATIONS (ACTION ITEMS)

No items

9. UNFINISHED BUSINESS

9.1 Motion by Councillor Clark (brought forward as a Notice of Motion at the Regular Council Meeting of November 4, 2024)

Councillor Clark provided an explanation on the motion she brought forward for discussion and outlined reasons on why she is advocating for a fire suppression system for the Village Hall.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That staff be directed to provide a report with a recommendation on the installation of a sprinkler system for the Village of Belcarra Hall.

MOTION TO DEFER

Moved by: Councillor Elworthy
Seconded by: Mayor Ross

That the motion directing staff to provide a report with a recommendation on the installation of a sprinkler system for the Village of Belcarra Hall be deferred to a Council Meeting in February, 2025.

CARRIED

Councillor Clark, Councillor Ruzycki voted in opposition

10. STAFF REPORTS**10.1 Ken Bjorgaard, Financial Consultant, report dated November 18, 2024 regarding Draft Long-Term (2025 – 2039) Financial Plan & Projected 2024 Year-End Budget Variances.**

The Financial Consultant reviewed the report. He presented the Village's Draft Long-Term (2025 – 2039) Financial Plan (includes 2025 Budget) and the projected 2024 budget/actual variances. He highlighted the general operating funds and the operating funds for water and WARD and addressed the Village's capital funds. He also outlined scenarios for property taxes and utility rates for 2025.

The Financial Consultant answered questions and addressed concerns put forward by Council members.

MAIN MOTION

Moved by: Councillor Clark

Seconded by: Councillor Ruzycski

That the following 2025 - 2029 financial plan/budget scenarios be brought forward for public consultation and feedback:

Property Taxes:

- 6% increase in property taxes in 2025;
- 4% increase in property taxes in each year from 2026 to 2029 (all property tax increases in 5-year Financial Plan after 2025 are subject to review and change in the next budget cycle for 2026);

Water User Fees:

- 7% increase in water user rates in 2025;
- 5% increase in water user rate in 2026 to 2029 (all water rate increases in 5-year Financial Plan after 2025 are subject to review and change in the next budget cycle for 2026);

Waste & Recycle Depot (WARD) User Fees:

- 20% increase in WARD user rates in 2025;
- 15% increase in WARD user rates in 2026;
- 4% increase in WARD user rate in 2027 to 2029 (all WARD rate increases in 5-year Financial Plan after 2025 are subject to review and change in the next budget cycle for 2026); and

Option A - 4% increase in property taxes; 5% increase in water user rates (connected & unconnected); 20% increase in WARD user rates.

MOTION TO AMEND

Moved by: Councillor Elworthy

Seconded by: Councillor Clark

That Option A be replaced with Option B with revised numbers of an 8% increase in property taxes; 7% increase in water user rates (connected & unconnected); 20% increase in WARD user rates.

AMENDMENT CARRIED

Mayor Ross, Councillor Wilder voted in opposition

Question on the Main Motion

The question was called on the Main Motion as amended.

MAIN MOTION AS AMENDED

That the following 2025 - 2029 financial plan/budget scenarios be brought forward for public consultation and feedback:

Property Taxes:

- 6% increase in property taxes in 2025;
- 4% increase in property taxes in each year from 2026 to 2029 (all property tax increases in 5-year Financial Plan after 2025 are subject to review and change in the next budget cycle for 2026);

Water User Fees:

- 7% increase in water user rates in 2025;
- 5% increase in water user rate in 2026 to 2029 (all water rate increases in 5-year Financial Plan after 2025 are subject to review and change in the next budget cycle for 2026);

Waste & Recycle Depot (WARD) User Fees:

- 20% increase in WARD user rates in 2025;
- 15% increase in WARD user rates in 2026;
- 4% increase in WARD user rate in 2027 to 2029 (all WARD rate increases in 5-year Financial Plan after 2025 are subject to review and change in the next budget cycle for 2026); and

Option B - with revised numbers of an 8% increase in property taxes; 7% increase in water user rates (connected & unconnected); 20% increase in WARD user rates.

CARRIED AS AMENDED

Mayor Ross, Councillor Wilder voted in opposition

- 10.2** Stewart Novak, Manager, Municipal Services, staff report dated November 18, 2024 regarding the purchase of a 2024 New Holland Power Star 90 Tractor plus attachments.

The Manager, Municipal Services reviewed the report. He advised on the price for a new tractor and outlines reasons for the move to fleet insurance. He also advised on the difference in the price originally quoted in the report and the one quoted in the revised staff recommendation.

Moved by: Councillor Clark
Seconded by: Councillor Elworthy

That the purchase from Rollins Machinery Ltd of one (1) 2024 New Holland Power Star 90 Tractor plus an attachment of a Tiger RBM Three Point Hitch Boom Mower in the amount of \$216,407.50 (net of GST rebate) be approved; and further

That \$225,000 (includes cost of the tractor with attachments plus other costs to put unit into service) be added to the 2024 Capital Budget, with funding from the General Capital Reserve Fund, to facilitate this purchase; and

That the 2024 Budget/Financial Plan be amended accordingly.

CARRIED

- 10.3** Amanda Seibert, Corporate Officer, staff report dated November 18, 2024 regarding the Regular Council Meeting schedule for 2025 and the Acting Mayor schedule appointments for the 2024-2025 term.

The Corporate Officer reviewed the staff report. She advised that the proposed calendar generally followed an established pattern of council meetings being held every two weeks on a Monday of each month and that variations to the calendar were highlighted in the staff report.

Moved by: Councillor Ruzycki
Seconded by: Councillor Wilder

That the 2025 Regular Council Meeting Calendar attached to the staff report dated November 18, 2024 be approved; and further

That the Acting Mayor schedule and appointments for December 2024 to November 2025 as attached to the staff report dated November 18, 2024 be approved

CARRIED

- 10.4** Paula Richardson, Chief Administrative Officer, verbal report regarding the Appointment of Trustees to the Sasamat Volunteer Fire Department (SVFD) Board of Trustees.

The Chief Administrative Officer read from the Letters Patent of the SVFD which require the appointment of trustees to the Board each year.

Moved by: Councillor Wilder
Seconded by: Councillor Ruzycki

That Mayor Ross, Councillor Clark and Councillor Wilder be appointed as the Village of Belcarra's three (3) Trustees to the Sasamat Volunteer Fire Department (SVFD) Board for the year 2025.

CARRIED

11. BYLAWS

11.1 Village of Belcarra Council Indemnity Bylaw No. 631, 2024

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

Moved by: Councillor Ruzycki
Seconded by: Councillor Elworthy

That Village of Belcarra Council Indemnity Bylaw No. 631, 2024 be adopted.

CARRIED

12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

No items

13. MAYOR AND COUNCILLOR REPORTS

Mayor Ross attended the following events:

- Metro Vancouver Regional Parks Committee Meeting – November 6, 2024
- TransLink Mayors' Council Public Affairs & Governance Committee – November 6, 2024
- HAVAN CONNECT Municipal Dinner – November 6, 2024
- Metro Vancouver Climate Action Committee Meeting – November 7, 2024
- Coquitlam RCMP Officer-in-Charge Awards Ceremony – November 7, 2024
- Coquitlam, Burnaby, Port Moody, and Royal City Squadrons Remembrance Day Celebrations – November 11, 2024
- Crossroads Hospice Treasures of Christmas – November 16, 2024 attended with Councillor Wilder

Mayor Ross spoke on the passing of John Horgan and read thoughts as spoken by Evan Brown, an executive assistant on his initial interview for a position working with former Premier Horgan.

13.1 CHIEF ADMINISTRATIVE OFFICER'S REPORT

The Chief Administrative Officer reminded residents that the survey for the Active Transportation Network Plan will be open for feedback until November 29 at 11:59 pm. She reported that information on Metro Vancouver's 2025 Budget and Five-Year Financial Plan is available on the Village's website.

14. OTHER MATTERS DEEMED EXPEDIENT

No items

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

No items

16. PUBLIC QUESTION PERIOD

Jim Chisholm, Belcarra resident, queried why the Village budget does not include the cost of the new fire halls.

The Financial Consultant advised that Metro Vancouver is responsible for all material related to the fire halls including the budget.

Penny Moen, Belcarra resident, advised that C.R.A.B. will be holding their Annual General Meeting on December 5, 2024 at 7:00 pm at Belcarra Village Hall with the doors opening at 6:30 pm.

17. ADJOURNMENT

Moved by: Councillor Wilder
Seconded by: Councillor Ruzycski

That the November 18, 2024 Regular Council Meeting be adjourned.

CARRIED

The meeting was adjourned at 10:17 pm

Certified Correct:



Jamie Ross
Mayor



Amanda Seibert
Corporate Officer