



VILLAGE OF BELCARRA
REGULAR COUNCIL MEETING MINUTES
October 20, 2025



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

Melony Burton, Chief Administrative Officer
Stewart Novak, Manager, Municipal Services
Amanda Seibert, Corporate Officer/Recording Secretary
Catherine Grisewood, 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, October 20, 2025

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the agenda for the Regular Council Meeting of October 20, 2025 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Special Council Meeting, October 8, 2025

Moved by: Councillor Ruzycki
Seconded by: Councillor Clark

That the minutes from the Special Council Meeting held on October 8, 2025 be adopted.

CARRIED

3.2 Regular Council Meeting, October 6, 2025

Moved by: Councillor Elworthy
Seconded by: Councillor Clark

That the minutes from the Regular Council Meeting held on October 6, 2025 be adopted.

CARRIED

4. PUBLIC INPUT

Mayor Ross advised on the procedure for Public Input.

Penny Moen, Belcarra Resident, invited residents to a Halloween Night event hosted by CRAB to be held at the Village Hall between 4:00 pm and 5:00 pm as well as fireworks display at Belcarra Park.

Deborah Struk, Belcarra resident, expressed her thanks to the Public Works staff for the quick response to deal with a break in a water pipe on Bedwell Bay Road.

5. DELEGATIONS AND PRESENTATIONS

No items

6. ITEMS ON CONSENT AGENDA

6.1 Correspondence

6.1.1 Press release dated October 15, 2025 announcing the launch of the *Freshet News*, the first union-supported, non-profit news cooperative in Western Canada.

6.2 Reports

No items

6.3 Recommendation to Receive Items on Consent

Moved by: Councillor Ruzycki
Seconded by: Councillor Clark

That the items on the Consent Agenda of the October 20, 2025 Village of Belcarra Regular Council Meeting be received into the record.

Councillor Elworthy requested removal of item 6.1.1 from the consent agenda to allow for discussion and comment.

Note: As all items were removed from the consent agenda, the question was not called on the motion.

7. ITEMS REMOVED FROM THE CONSENT AGENDA

- 6.1.1** Press release dated October 15, 2025 announcing the launch of the *Freshet News*, the first union-supported, non-profit news cooperative in Western Canada.

Councillor Elworthy spoke on the launch of the *Freshet News* and the importance of independent news organizations.

8. CORRESPONDENCE/PROCLAMATIONS (ACTION ITEMS)

No items.

9. UNFINISHED BUSINESS

- 9.1** Motion by Councillor J. Ruzycki (brought forward as a Notice of Motion at the Regular Council Meeting of October 6, 2025)

That Council members work with residents and staff to prepare an application for the Village of Belcarra in the Home Town Take Over contest.

Councillor Ruzycki spoke on the motion she put forward and outlined the specifics of the contest.

Moved by: Councillor Ruzycki

Seconded by: Councillor Clark

That Council members work with residents and staff to prepare an application for the Village of Belcarra in the Home Town Take Over contest.

CARRIED

10. STAFF REPORTS

10.1 2026 Council Meeting Calendar

Staff report by the Corporate Officer dated October 20, 2025 recommending approval of the 2026 Regular Council Meeting schedule and Acting Mayor appointments for December 2025 to October 2026.

The Corporate Officer presented the report. She advised on variations to meeting dates on the 2026 schedule and on the change to the Acting Mayor appointments due to the local government election.

Moved by: Councillor Clark

Seconded by: Councillor Ruzycki

**That the proposed 2026 Regular Council Meeting Calendar be approved; and further
That the proposed Acting Mayor appointments for December 2025 to October 2026 be approved.**

CARRIED

10.2 Strategic Plan and Key Infrastructure Projects – Q3 2025 Status Report

Staff report by the Chief Administrative Officer dated October 20, 2025 providing an update to Council on the status of the Strategic Plan and Key Infrastructure Projects for the second quarter as of September 30, 2025 and recommending the report titled “Strategic Plan and Key Infrastructure Projects – Q3 2025 Status Report” be received into the record for information.

The Chief Administrative Officer presented the report. She advised on the updates to the strategic plan and key infrastructure projects for the third quarter of 2025 and outlined notable achievements. She also advised on how strategic planning will work for the next planning cycle.

Moved by: Councillor Elworthy

Seconded by: Councillor Wilder

That the report dated October 20, 2025, titled “Strategic Plan and Key Infrastructure Projects – Q3 2025 Status Report” be received into the record for information.

CARRIED

11. BYLAWS

No items

12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

No items

13. MAYOR AND COUNCILLOR REPORTS

The Mayor spoke about attending the following events:

AMENDED BY MOTION
- NOVEMBER 3, 2025

- ~~October 7: Sasamat Volunteer Fire Department Board of Trustees~~
- October 10: Metro Vancouver Air Quality and Climate Committee Meeting
- October 11: Electoral Area and Small Communities Committee Meeting
- October 14: Mayors’ Council Meeting with Liberal MP’s Pacific Caucus
- October 15: Council Interviews with candidates from TransLink Board
- October 16: Regional Parks Committee Meeting
- October 17: Mayors’ Committee Meeting

COUNCILLORS’ REPORTSCouncillor Wilder

AMENDED BY MOTION
- NOVEMBER 3, 2025

Councillor Wilder attended the SVFD Board of Trustees meeting on ~~October 7~~ September 11. She also attended the RCMP Officer in Charge Ceremony on October 16 and the Tri-Cities Ministerial Prayer Breakfast on October 18.

13.1 CHIEF ADMINISTRATIVE OFFICER'S REPORT**OPERATIONAL & ADMINISTRATIVE UPDATES**

- Flail mowing
- Catch basin clearing and road clean up – removing leaves and fallen debris to ensure CBs are clear for heavy fall/winter rain
- Pruning & removal of tree and shrub branches with a focus on road site lines
- Blowing off roads, Marine Ave, Midden Road.
- Repair municipal water service line connection
- SCADA system repair work - Strathcona
- 2 Tree Cutting permits
- 2 Road Use permits
- Port Moody OCP - public input has been received on the plan. Currently under review by staff and planning consultants. Formal request for comments from the Village of Belcarra is anticipated in Nov, with deadline in December.

NOTIFICATIONS/ANNOUNCEMENTS

The Chief Administrative Officer reported that two vacancies will open on the Village's Board of Variance and that advertising for volunteers is being carried out through email, Village website, the Tri-Cities Dispatch and the Freshet News as well as a posting on the Village notice board. She welcomed applications from residents and advised that the application process will remain open until November 14, 2025.

14. OTHER MATTERS DEEMED EXPEDIENT

No items

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

No items

16. PUBLIC QUESTION PERIOD

Mayor Ross reviews the procedure for Public Question Period

Deborah Struk, Belcarra resident, referred to the latest news out of Richmond and a letter provided to Richmond residents. She asked Council members for thoughts on what could happen in Belcarra in the near and distant future based on this issue in Richmond.

Mayor Ross advised on the amount of legal documentation involved in the case in Richmond.

Councillor Clark referred to a session held at UBCM hosted by Young Anderson reviewing the Richmond decision.

Klaus Bever, Belcarra resident, submitted a question via email asking if those Council members who attended the October 7, 2025 meeting of the SVFD could comment on that meetings content and relevance to Belcarra.

AMENDED BY MOTION
- NOVEMBER 3, 2025

~~Mayor Ross advised that the minutes and the recording of that meeting have been placed on the Village's website.~~

Ian Devlin, Belcarra resident, noted that a letter written by Mayor Ross to Metro Vancouver regarding the SVFD fire service review was on Anmore's October 21, 2025 Council Meeting agenda and asked why the letter was not part of Belcarra's Council Meeting agenda.

The Chief Administrative Officer spoke on the inclusion of the letter as part of the Anmore Council Meeting agenda. She advised that a report on the SVFD fire service review will be provided on November 3, 2025. She noted that the letter was been placed on the Village of Belcarra website once made publicly available by Anmore.

17. ADJOURNMENT

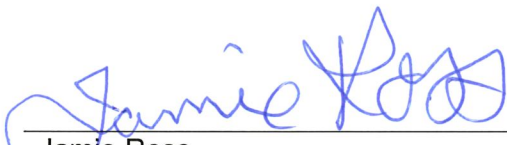
Moved by: Councillor Wilder
Seconded by: Councillor Ruzycski

That the October 20, 2025 Regular Council Meeting be adjourned.

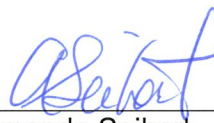
CARRIED

The meeting was adjourned at 7:31 pm

Certified Correct:



Jamie Ross
Mayor



Amanda Seibert
Corporate Officer