



**VILLAGE OF BELCARRA
REGULAR COUNCIL AGENDA
VILLAGE HALL
February 24, 2020
6:00 PM**



COUNCIL

Mayor Neil Belenkie
Councillor Rob Begg
Councillor Carolina Clark
Councillor Bruce Drake
Councillor Liisa Wilder

1. CALL TO ORDER

Mayor Neil Belenkie will call the meeting to order.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, February 24, 2020

Recommendation:

That the agenda for the Regular Council Meeting, February 24, 2020 be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, February 10, 2020

Recommendation:

That the minutes from the Regular Council Meeting held February 10, 2020 be adopted.

4. DELEGATIONS AND PRESENTATIONS

4.1 Sherry Chisholm, letter dated February 18, 2020 regarding Conflict of Interest, Short Term Rentals and the Sale of Road Ends

5. REPORTS

5.1 Ken Bjorgaard, Financial Consultant, report dated February 24, 2020 regarding Updated Draft 2020 – 2024 Financial Plan
a. Draft 2020 - 2024 Financial Plan - Document
b. Public Consultation

Recommendation:

That the report from Ken Bjorgaard, Financial Consultant, dated February 24, 2020 regarding the updated Draft 2020 - 2024 Financial Plan, which includes the Draft 2020 Budget, be received for information.

5.2 Ken Bjorgaard, Financial Consultant, report dated February 24, 2020 regarding Establishment & Transfer / Repeal Bylaws for Reserve Funds**Recommendations:**

- a) That "Village of Belcarra Community Works Gas Tax Reserve Fund Establishment Bylaw No. 546, 2020", receive first, second and third readings.
- b) That "Village of Belcarra Financial Stabilization Reserve Fund Establishment Bylaw No. 547, 2020", receive first, second and third readings.
- c) That "Village of Belcarra General Capital Reserve Fund Establishment Bylaw No. 548, 2020", receive first, second and third readings.
- d) That "Village of Belcarra Land Sale Reserve Fund Establishment Bylaw No. 549, 2020", receive first, second and third readings.
- e) That "Village of Belcarra Parkland Acquisition Reserve Fund Establishment Bylaw No. 550, 2020", receive first, second and third readings.
- f) That "Village of Belcarra Transportation Infrastructure Reserve Fund Establishment Bylaw No. 551, 2020", receive first, second and third readings.
- g) That "Village of Belcarra Vehicle & Equipment Reserve Fund Establishment Bylaw No. 552, 2020", receive first, second and third readings.
- h) That "Village of Belcarra Water Capital Reserve Fund Establishment Bylaw No. 553, 2020", receive first, second and third readings.
- i) That "Village of Belcarra Capital Reserve Fund Transfer Bylaw No. 554, 2020", receive first, second and third readings.
- j) That "Village of Belcarra Operating Reserve Fund Transfer Bylaw No. 555, 2020", receive first, second and third readings.

6. REPORTS FROM MAYOR AND PROJECT LEADS**7. BYLAWS**

No items.

8. CORRESPONDENCE/PROCLAMATIONS

Recommendation:

That correspondence items 8.1 – 8.3 be received.

INFORMATION ITEMS

- 8.1** Rob Vagramov, Mayor, City of Port Moody, letter dated February 4, 2020 regarding Support for the Creation of a National Pharmacare Program for All Canadians (full report available in the Village office)
- 8.2** Peter McCartney, Climate Campaigner, Wilderness Committee, letter dated February 6, 2020 regarding Choose Climate: Power Past Pipelines (full report available in the Village office)
- 8.3** Sav Dhaliwal, Chair, Metro Vancouver Board, letter dated February 19, 2020 regarding Evangelical Laymen's church of Canada (Vancouver) Request for Road Access

9. NEW BUSINESS

10. PUBLIC QUESTION PERIOD

11. ADJOURNMENT

Recommendation:

That the February 24, 2020 Regular Meeting be adjourned.



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
VILLAGE HALL
February 10, 2020**



3.1

Minutes of the Regular Council Meeting for the Village of Belcarra held February 10, 2020 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

Council in Attendance

Mayor Neil Belenkie
Councillor Rob Begg
Councillor Carolina Clark
Councillor Bruce Drake
Councillor Liisa Wilder

Staff in Attendance

Lorna Dysart, Chief Administrative Officer
Stewart Novak, Public Works & Emergency Preparedness Coordinator
Paula Richardson, Administrative Services Assistant

Also in Attendance

Ken Bjorgaard, Financial Consultant, K&E Business Services (departed at 7:40 pm)

1. CALL TO ORDER

Mayor Belenkie called the meeting to order at 7:00 pm.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, February 10, 2020

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting, February 10, 2020 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, January 27, 2020

Moved by: Councillor Begg
Seconded by: Councillor Drake

That the minutes from the Regular Council Meeting held January 27, 2020 be adopted.

CARRIED

3.2 Special Council Meeting, February 3, 2020

Moved by: Councillor Clark
Seconded by: Councillor Begg

That the minutes from the Special Council Meeting held February 3, 2020 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

No items.

5. REPORTS**5.1 Lorna Dysart, Chief Administrative Officer & Ken Bjorgaard, Financial Consultant,**
report dated February 10, 2020 regarding Financing of Land Preparation /
Development Costs for Road Ends

K. Bjorgaard provided an outline of the report noting that the purpose of the report is to inform Council on the issue of financing further land preparation / development costs for Road Ends, as per the Council request at the Council budget meeting held February 3, 2020. Related information was also provided on the potential payout of the Village water debt.

L. Dysart advised that additional information will be received from legal counsel in this regard. Considerable discussion ensued.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the Chief Administrative Officer and the Financial Consultant continue to pursue legal means to borrow funds for the preparation and development of Road End properties under Section 175 (Liabilities Under Agreements) of the *Community Charter*; and

That the scenario for developing three (3) Road End properties be pursued, should legal means be achieved, with two (2) of the properties being financed externally through the Municipal Finance Authority.

CARRIED

6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES

No items.

7. BYLAWS**7.1 “Village of Belcarra 5-Year Financial Plan 2019 – 2023 Bylaw No. 531, 2019, Amendment Bylaw No. 545, 2020”**

Moved by: Councillor Clark

Seconded by: Councillor Drake

That “Village of Belcarra 5-Year Financial Plan 2019 – 2023 Bylaw No. 531, 2019, Amendment Bylaw No. 545, 2020” be adopted.

CARRIED

8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Wilder

Seconded by: Councillor Begg

That correspondence items 8.1 to 8.4 be received.

CARRIED

- 8.1 Bonnie Stein, 2020 Dry-After Grad Co-Chair, Heritage Woods Secondary School, letter dated January 27, 2020 regarding 2020 Dry Grad Donation request.

Moved by: Councillor Drake
Seconded by: Councillor Wilder

That Council donate \$100.00 to the Heritage Woods Secondary School Dry After Grad Celebration and \$100.00 to the Port Moody Secondary School Dry After Grad Celebration.

CARRIED

INFORMATION ITEMS

- 8.2 Will Pearce, Chief Administrative Officer, City of Vernon, letter dated January 24, 2020 to Lori Halls, Deputy Minister, Emergency Management BC regarding Proposed Modernization of Emergency Management Legislation
- 8.3 Tracey Takahashi, Deputy Corporate Officer, City of Port Moody, letter dated January 30, 2020 to Jody Robertson, Corporate Secretary, E-Comm Board of Directors regarding E-Comm Board of Directors Designate
- 8.4 Jay Gilbert, City Clerk, City of Coquitlam, letter dated January 30, 2020 to Mayor and Council, City of New Westminster regarding Coquitlam Council Resolution – Nomination of Representatives to the E-Comm Board of Directors

9. NEW BUSINESS

No items.

10. PUBLIC QUESTION PERIOD

Dave Warren, 4925 Robson Road, enquired with regard to the legal aspect of selling waterfront property.

11. ADJOURNMENT

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That the February 10, 2020 Regular Meeting be adjourned at 7:45 pm.

CARRIED

Certified Correct:

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

RECEIVED
FEB 17 2020

To: Mayor and Council

February 18 ,2020

From: Sherry Chisholm

Recently Jim Chisholm received a notice titled VOLUNTEER POSITIONS FOR COMMITTEE MEMBERS with regard to a five person committee for the OCP committee.

One of the points for applicants to consider is 'BE ABLE TO THINK OBJECTIVELY WHAT IS BEST FOR THE VILLAGE OF BELCARRA RESIDENTS'.

Recently at a council meeting in February it seemed to me that there was a conflict over the discussions held regarding short term rental. At least that was my personal perception as a councilor discussed and voted on the rules for the B&B or short term rentals. How can you be objective if you plan to operate a B and B or Short term rental?

After watching the video of the last council meeting I see, once again, what seems to me to be a conflict of interest from a councilor that has stated that the road end by their residence should not be sold for various personal reasons. To me this makes a personal conflict. How can you possibly make an unbiased decision when you are on record protesting a road end sale near your property?

Now that the Village accountant and Chief administrative Officer have studied our Village financial status it has been made clear that we must get our financial house in order. We need millions and the only way to do that is land sales (road ends). That means road ends MUST be sold as they are the ONLY source of enough funds to clear our water debt, re-establish our reserve funds, install an additional water reservoir, fix our roads and provide the funds necessary for the new fire hall. We are in a VERY PRECARIOUS FINANCIAL POSITION.

We MUST sell as many road ends as needed to get our Villages financial needs taken care of and get a stable financial position taken care of AS SOON AS POSSIBLE. We will not need to sell all the road ends.

At the last council meeting three of our councilors voted against selling more than three road ends. WHY would any councilor limit the sale to three road ends if more are needed? How does that serve our Village? It will take more than three road end sales to get us on secure financial ground. We have numerous road ends and we do not need to sell many but we need to sell enough to take care of our IMMEDIATE AND URGENT NEEDS.

We are a small Village and it is difficult to not, at some time, have a personal conflict, however, for the sake of the perception of self interest I think councilors should step away from the table so as not to appear to be showing self interest.

REMEMBER TO THINK OBJECTIVELY WHAT IS BEST FOR THE VILLAGE OF BELCARRA RESIDENTS.



COUNCIL REPORT

Date: February 24, 2020

From: Ken Bjorgaard, Financial Consultant

Subject: Updated Draft 2020 – 2024 Financial Plan

Recommendation:

That the report from Ken Bjorgaard, Financial Consultant, dated February 24, 2020 regarding the updated Draft 2020 - 2024 Financial Plan, which includes the Draft 2020 Budget, be received for information.

Purpose:

This report introduces the Village's updated Draft 2020 – 2024 Financial Plan Document (Document) (see attached) based on Council direction from the February 3, 2020, budget meeting. This Document is provided for public comment and feedback, prior to Council's final budget decisions. As per Section 166 of the *Community Charter*, "a Council must undertake a process of public consultation regarding the proposed financial plan before it is adopted."

Background:

The next steps in the 2020 Financial Planning / Budgeting cycle, after this Public Consultation meeting, are as follows:

DATE(S)	EVENT/TASK
Monday March 9, 2020	Regular Council Meeting – Council's final approval of Village's 2020 – 2024 Financial Plan (includes 2020 budget)
Monday March 23, 2020	Regular Council Meeting – first three readings of 2020 – 2024 Financial Plan bylaw and related 2020 Tax Rates bylaw.
Monday April 6, 2020	Regular Council Meeting – adoption of 2020 – 2024 Financial Plan bylaw and 2020 Tax Rates bylaw.

The Draft 2020 – 2024 Financial Plan now includes a 15% property tax increase in 2020, and 10% per year for each of the four (4) years thereafter in the 5 year plan. In addition, all water user rate increases have been set at 10% per annum in each year of the Plan. The rate increases and the bottom line projections based on these increases are as follows:

Summary of Updated Draft 2020 – 2024 Financial Plan					
Description	2020	2021	2022	2023	2024
Property tax increases	15%	10%	10%	10%	10%
Water rate increases (exclusive of parcel tax)	10%	10%	10%	10%	10%
WARD rate increases	5%	5%	5%	5%	5%
Transfers to Reserves & Surplus - General Operating Fund	\$318,000	\$1,137,000	\$1,223,000	\$1,223,000	\$735,000
Transfers to Reserves & Surplus - Water Operating Fund (not including Municipal Finance Authority debt reserve fund)	\$63,000	\$100,000	\$121,000	\$145,000	\$171,000
Transfers to Reserves - WARD	\$13,000	\$17,000	\$20,000	\$24,000	\$29,000
Total Projected Reserve & Surplus Transfers¹	\$394,000	\$1,254,000	\$1,364,000	\$1,392,000	\$935,000
Total Reserve & Surplus Balances (based on transfers noted above and operating and provisional capital spending program)	\$1,330,000	\$1,847,000	\$2,907,000	\$4,305,000	\$5,192,000

¹ Based on the current draft financial plan including net revenue from the sale of property or road-ends

² All figures rounded for presentation purposes.

Impact on Average Home

The percentage and dollar impacts of the above note property tax and user rate increases, for 2020, on an averaged assessed value home in Belcarra are shown in the table below. The total impacts are provided for a home that is connected to the water system and for a home that is not connected to the water system. As noted in the table the market or assessed value of an average or representative home in Belcarra has decreased by 9.87% from 2019 to 2020.

Overall Increase in Property Taxes, User Rates and Parcel Tax in 2020

Average Value Home 2019 \$1,491,539
Estimated Average Value Home 2020 \$1,344,324 -9.87%

FOR AVERAGE ASSESSED VALUE RESIDENTIAL CLASS PROPERTY		2019 Actual	2020 (based on average assessed value home)	% Increase	\$ Increase
<u>For Homes Connected to Water System</u>					
Property Taxes	1,673	1,924	15%	251	
Water User Fee (connected to water system)	1,018	1,119	10%	101	
Water Parcel Tax	973	973	0%	0	
Waste & Recycle Depot (WARD) User Fee	316	332	5%	16	
Total Property Taxes, User Rates & Parcel Tax	3,980	4,348	9%	368	
<u>For Homes Not Connected to Water System</u>					
Property Taxes	1,673	1,924	15%	251	
Water User Fee (not connected to water system)	714	785	10%	71	
Water Parcel Tax	973	973	0%	0	
Waste & Recycle Depot (WARD) User Fee	316	332	5%	16	
Total Property Taxes, User Rates & Parcel Tax	3,676	4,014	9%	338	

Summary

As at the time of writing this report, the legal opinion regarding external financing for two (2) additional road-end lot developments has not been received. The latest information that we have on this issue will be provided at the February 24th meeting.

The key strategic priorities for Council have been addressed in the Draft Financial Plan presented, namely the preparation and development of land (road ends) for sale, the construction of a water reservoir, the completion of the OCP review / update project and an Asset Management / Long Term Financial Plan.

After reviewing and considering the public feedback on the updated Draft 2020 – 2024 Financial Plan, Council needs to provide final direction to staff and to the Financial Consultant at the March 9, 2020, Council meeting, in order that the Financial Plan and Tax Rates Bylaws may be prepared.



Village of Belcarra
Draft 2020 – 2024 Financial Plan
(presented February 24, 2020)



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Summary

The Draft 2020 – 2024 Financial Plan now includes a 15% property tax increase in 2020, and 10% per year for each of the four (4) years thereafter in the 5-year plan. In addition, all water user rate increases have been set at 10% per annum in each year of the plan. The rate increases in the plan and the bottom-line projections resulting from these increases are as follows:

Summary of Updated Draft 2020 – 2024 Financial Plan					
Description	2020	2021	2022	2023	2024
Property tax increases	15%	10%	10%	10%	10%
Water rate increases (exclusive of parcel tax)	10%	10%	10%	10%	10%
WARD rate increases	5%	5%	5%	5%	5%
Transfers to Reserves & Surplus - General Operating Fund	\$318,000	\$1,137,000	\$1,223,000	\$1,323,000	\$735,000
Transfers to Reserves & Surplus - Water Operating Fund (not including Municipal Finance Authority debt reserve fund)	\$63,000	\$100,000	\$121,000	\$145,000	\$171,000
Transfers to Reserves - WARD	\$13,000	\$17,000	\$20,000	\$24,000	\$29,000
Total Projected Reserve & Surplus Transfers ¹	\$394,000	\$1,254,000	\$1,364,000	\$1,492,000	\$935,000
Total Reserve & Surplus Balances (based on transfers noted above and operating and provisional capital spending program)	\$1,330,000	\$1,847,000	\$2,912,000	\$4,310,000	\$5,197,000

¹ Based on the current draft financial plan including net revenue from the sale of property or road-ends

² All figures rounded for presentation purposes.

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Overall Increase in Property Taxes, User Rates and Parcel Tax in 2020

Average Value Home 2019 \$1,491,539
 Estimated Average Value Home 2020 \$1,344,324 -9.87%

FOR AVERAGE ASSESSED VALUE RESIDENTIAL CLASS PROPERTY		2020 (based on average assessed value home)	% Increase	\$ Increase
	2019 Actual			
<u>For Homes Connected to Water System</u>				
Property Taxes	1,673	1,924	15%	251
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Waste & Recycle Depot (WARD) User Fee	316	332	5%	16
Total Property Taxes, User Rates & Parcel Tax	3,676	4,014	9%	338

Introduction & Overview

Staff and the Village's Financial Consultant are pleased to present the Village's Draft 2020 – 2024 Financial Plan which includes the Draft 2020 Budget. This document provides summary and detailed financial information for the Village three (3) operating funds (the General Operating Fund, the Water Operating Fund and the Waste & Recycle Depot Operating Fund) and for the Village's 5-year capital spending program and its various reserve and surplus accounts. In addition, information is provided on historical and projected property tax and user rate increases as well as key benchmark information with other comparable jurisdictions.

Based on this information Council will decide on any further budget changes and related proposed property tax and user rate increases which will be presented to the public for feedback.

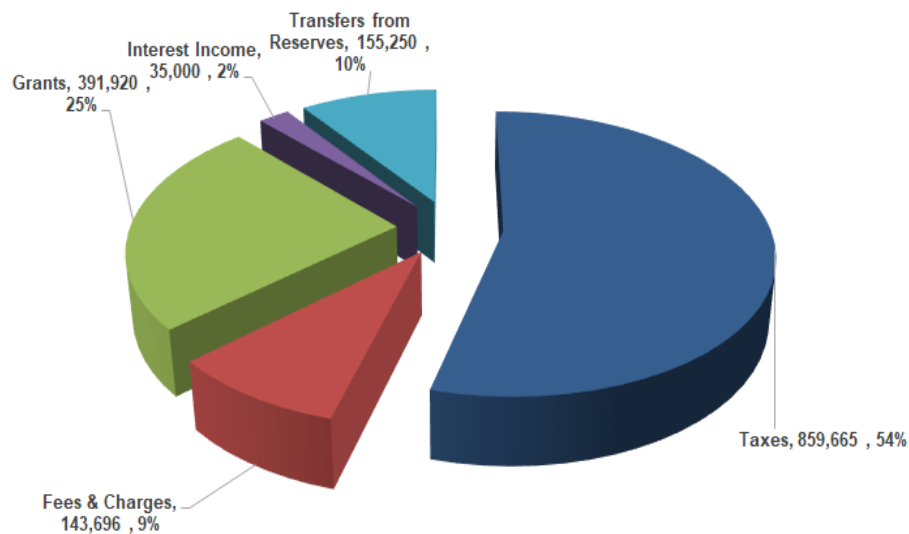
The financial information presented purposely differentiates between regular and extraordinary (includes one-time, non-reoccurring and/ or designated items) operating expenses and revenues so that a clearer picture of the true cost of funding core operations is visible.

General Operating Fund

The Draft 2020 General Operating Fund Budget includes a property tax increase of 15% with approximately \$261,000 being available for transfers to reserves and surplus accounts (\$318,000 including gas tax funds). All community works gas tax revenues are transferred to the Community Works Gas Tax Reserve fund as they designated for specific spending purposes under the Federal Gas Tax Agreement. Council's two strategic priorities in 2020, the OCP Review & Update (\$100,000) and the Asset Management Plan/Long-Term Financial Plan (\$50,000) are both funded with Community Works Gas Tax funds; however, the Village will be pursuing other grant funds for these projects which could reduce the amount of Gas Tax funding needed.

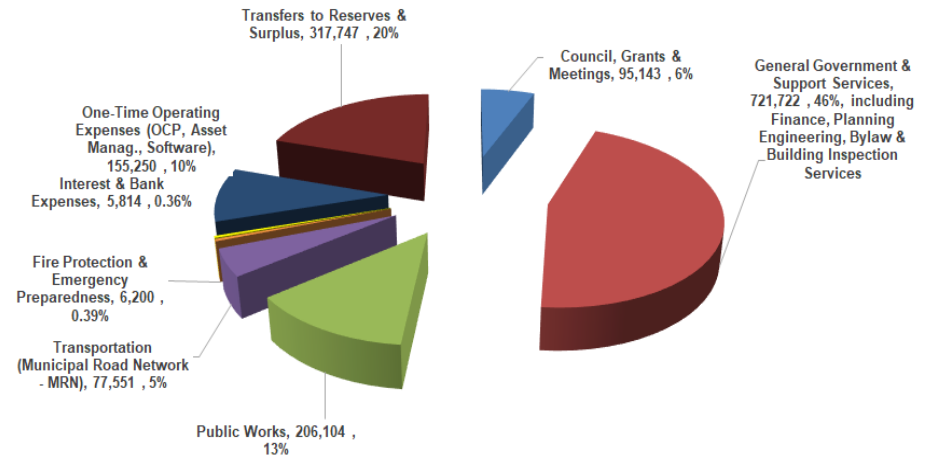
Summarized Draft 2020 General Operating Fund Budget	Draft Budget 2020
TOTAL REGULAR OPERATING REVENUES	(1,373,232)
TOTAL REGULAR OPERATING EXPENSES	1,112,534
SURPLUS BEFORE OTHER REVENUE/EXPENSES & TRANSFERS	(260,698)
<u>COMMUNITY WORKS GAS TAX GRANT REVENUE, LAND SALES REVENUE & TRANSFERS</u>	
Community Works Gas Tax Grant	(57,049)
Transfer to Community Works Gas Tax Reserve	57,049
COMMUNITY WORKS GAS TAX REVENUE & TRANSFER	0
<u>SPECIAL OPERATING PROJECT FUNDING & EXPENSES</u>	
<u>One-Time Operating Funding & Expenses</u>	
Community Works Gas Tax Reserve	(150,000)
Stabilization Reserve Funding	(5,250)
OCP Review & Update	100,000
Asset Management Plan & Related Long-Term Financial Plan	50,000
Bylaw Violation & Muncipal Ticking Software & Implementation	5,250
SPECIAL PROJECT FUNDING & EXPENSES	0
CASH AVAILABLE FOR TRANSFERS TO RESERVES & TO BUILD-UP ACCUMULATED SURPLUS	(260,698)
TOTAL TRANSFERS TO RESERVES	245,698
SURPLUS AFTER TRANSFERS (used to build-up General Fund Surplus)	(15,000)

Draft 2020 General Operating Fund Budget - Revenues & Transfers
Total - \$1,585,531



The Village is reliant upon approximately \$250,000 of grant funding annually from the Province of BC under the Small Communities Investment program, which pays for a large portion of the Village's operating expenses.

Draft 2020 General Operating Fund Budget - Expenses & Transfers
Total - \$1,585,531

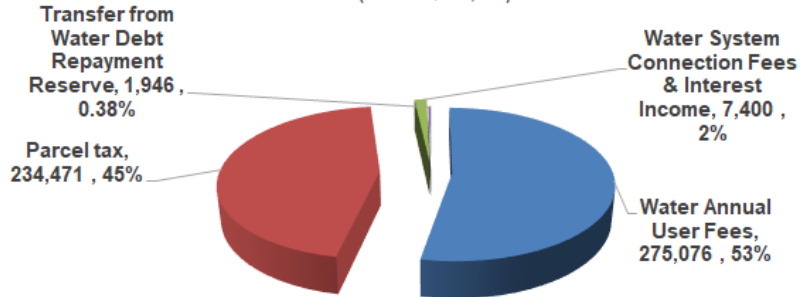


The annual Municipal Road Network (MRN) costs are offset by funding received from Metro Vancouver. The goal is to build up the Village's reserves and surplus balances on an ongoing basis to fund infrastructure, including new facilities, which will allow the Village to minimize future debt and related interest costs.

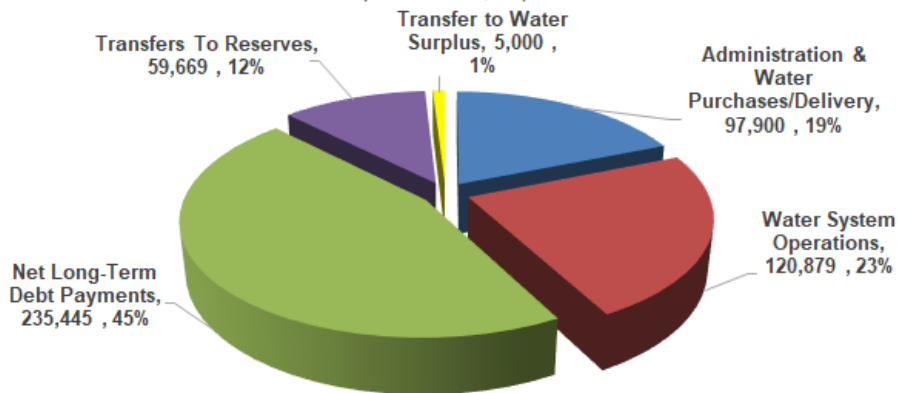
Water Operating Fund

The Draft 2020 Water Operating Fund Budget includes a water rate increase of 10% for those connected to the water system and for those not connected to the water system, with approximately \$63,000 being available for transfers to reserves and surplus accounts. All of the parcel tax fees cover the debt servicing costs on the water debt.

Draft 2020 Water Operating Fund - Revenue & Transfer
(Total = \$518,893)



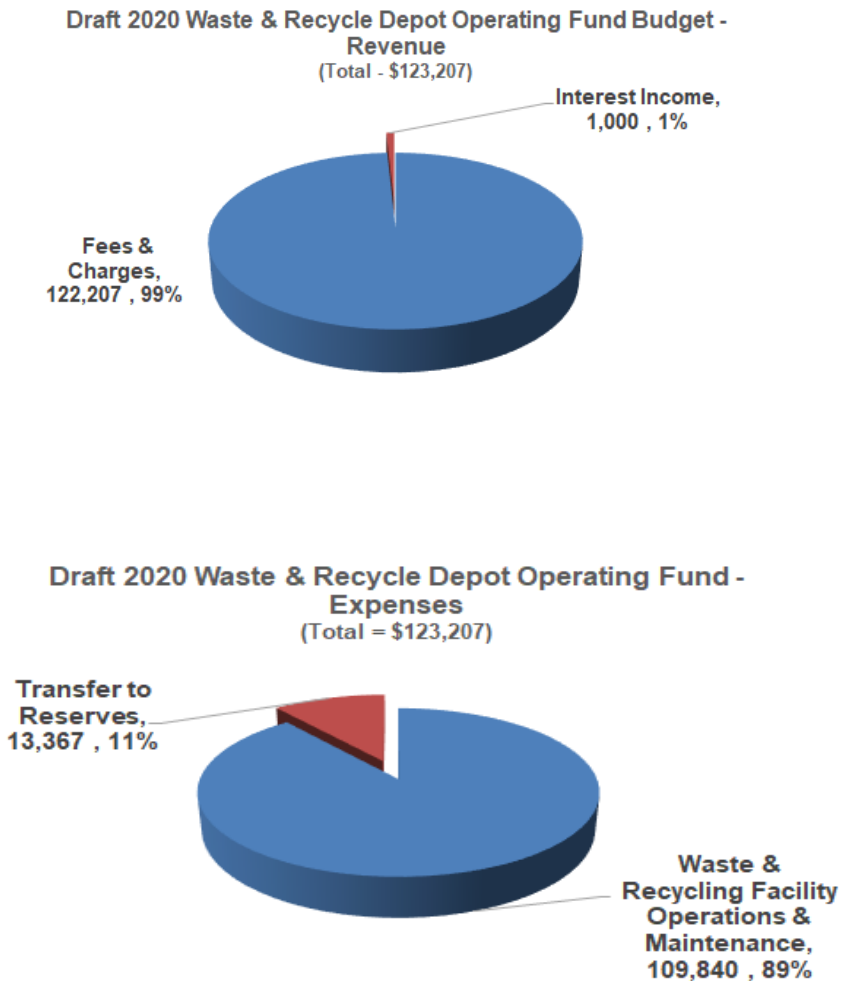
Draft 2020 Water Operating Fund - Expenses & Transfers
(Total = \$518,893)



Summarized Draft 2020 Water Operating Fund Budget	Draft Budget 2020
TOTAL REGULAR OPERATING REVENUES	(281,076)
TOTAL REGULAR OPERATING EXPENSES	218,779
SURPLUS BEFORE DEBT, OTHER REVENUE/EXPENSES & TRANSFERS	(62,297)
<u>LONG-TERM DEBT PAYMENTS/TRANSFERS (Funded by Parcel Taxes & Transfer)</u>	
Long-Term Debt Interest Expense	128,800
Debt Principle Payment	106,645
Parcel tax	(234,471)
Transfer from Water Debt Repayment Reserve	(1,946)
TOTAL NET LONG-TERM DEBT PAYMENTS/TRANSFERS	(972)
SURPLUS AFTER DEBT PAYMENTS/TRANSFERS	(63,269)
<u>MFA INTEREST INCOME & TRANSFER TO RESERVE</u>	
MFA Debt Deposit Interest	(1,400)
Transfer to MFA Cash Deposit Reserve	1,400
MFA INTEREST INCOME & TRANSFER TO RESERVE	0
CASH SURPLUS AVAILABLE FOR TRANSFERS TO RESERVES & ACCUMULATED SURPLUS	(63,269)
<u>TRANSFERS TO RESERVE FUNDS</u>	
Transfer To Water Capital Reserve	57,769
Transfer to Vehicle & Equipment Reserve	500
TOTAL TRANSFERS TO RESERVES	58,269
SURPLUS AFTER TRANSFER TO RESERVE (used to build-up Water Operating Surplus)	(5,000)

Waste & Recycle Depot (WARD) Operating Fund

The Draft 2020 Water Operating Fund Budget includes a provisional rate increase of 5% with approximately \$13,000 being available for transfers to reserves. Funds are not being transferred to WARD surplus as the surplus already exceeds optimal levels.



Summarized Draft 2020 WARD Operating Fund Budget	Draft Budget 2020
TOTAL REGULAR OPERATING REVENUES	(123,207)
TOTAL REGULAR OPERATING EXPENSES	109,862
SURPLUS BEFORE OTHER REVENUE/EXPENSES & TRANSFERS	(13,345)
CASH SURPLUS AVAILABLE FOR TRANSFERS TO RESERVES & TO BUILD-UP ACCUMULATED SURPLUS	(13,345)
TRANSFERS TO RESERVES	
<u>Transfer to General Capital Reserve</u>	11,845
<u>Transfer to Vehicle & Equipment Reserve</u>	1,500
TOTAL TRANSFERS TO RESERVES	13,345
SURPLUS AFTER TRANSFERS TO RESERVE (used to build-up WARD Operating Surplus)	0

Capital Plan

A detailed 5-year capital plan is provided in this document of which a summary follows. \$525,000 is planned for land preparation and development (road-ends) over the next 3 years (\$175,000 in 2020, \$175,000 in 2021 and \$175,000 in 2022). The \$175,000 in 2020 would be funded from the General Capital Reserve Fund with the subsequent years' capital costs being funded from the new Land Sale Reserve Fund. As there are no funds currently available in a Land Sale Reserve Fund for land development General Capital Reserve Funds need to be used in 2020 to kick-start the road-end projects. In the General Operating Fund, \$2,100,000 of revenue is projected from the sale of road-ends (\$700,000 in 2021, \$700,000 in 2022 and \$700,000 in 2023), with the initial revenue in 2021 being used for further land preparation/development costs in 2021 and 2022.

SUMMARY OF PLANNED CAPITAL EXPENDITURES

	2020	2021	2022	2023	2024
WASTE & RECYCLE DEPOT (WARD)	\$4,000	\$0	\$0	\$30,244	\$77,843
WATER FUND	\$125,000	\$2,915,000	\$80,664	\$91,500	\$15,000
GENERAL FUND	\$375,025	\$303,644	\$263,155	\$69,338	\$18,939
TOTAL CAPITAL EXPENDITURES - ALL FUNDS	\$504,025	\$3,218,644	\$343,819	\$191,082	\$111,782

A new water reservoir is also planned for 2021 with \$100,000 budgeted in both 2020 and \$2.9 million in 2022, for this project (total cost \$3 million). \$2.95 million of this project is 85% grant funded. The Village is in a transitional stage in terms of developing a longer-term (15 or more years) asset management plan/financial plan. This project is provided for in the Village's 2020 operating budget. When this project is completed a longer-term (15 plus

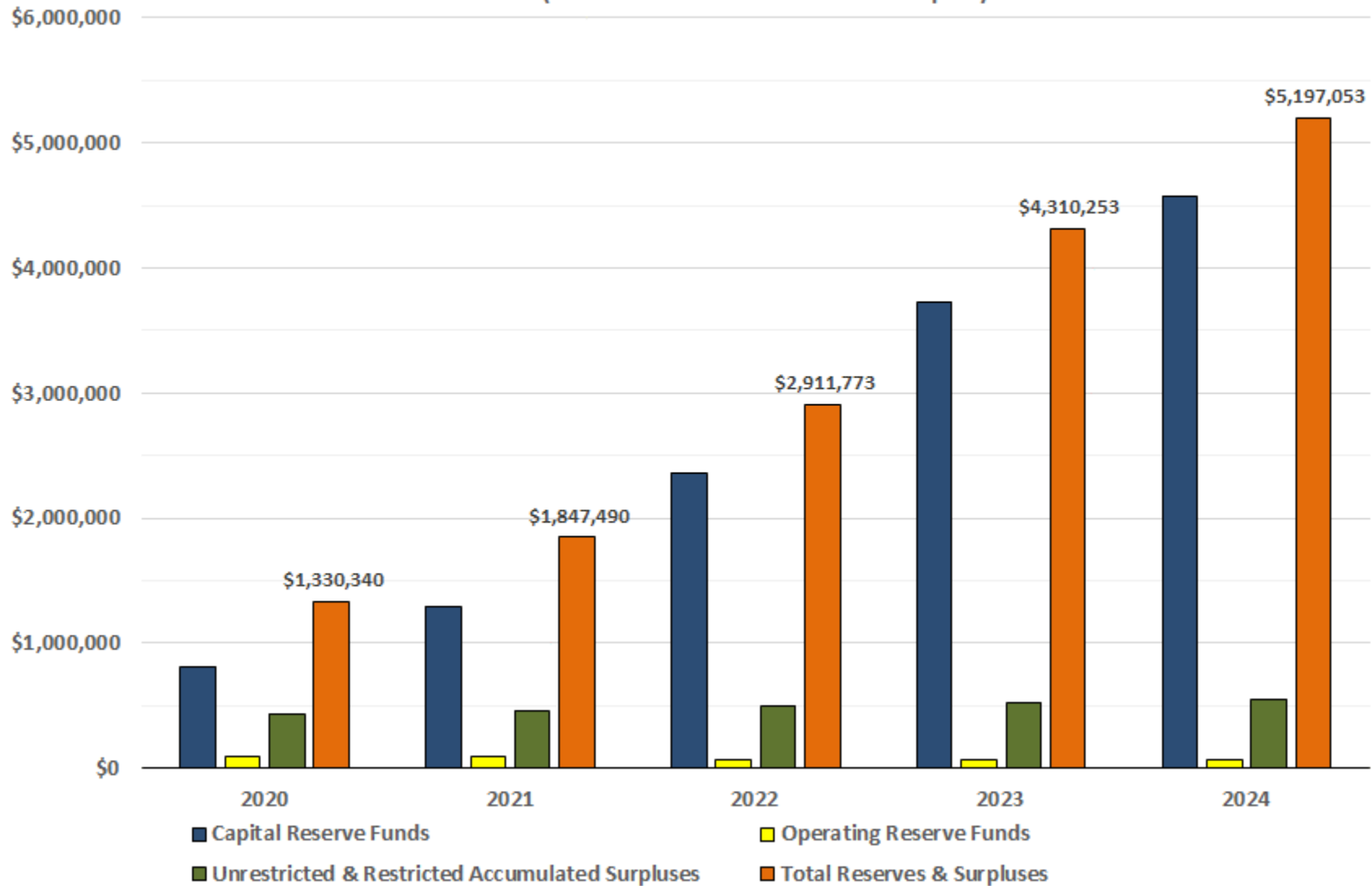
years) capital plan will result with similar projections of reserve and surplus requirement over this same period.

Reserves & Surpluses

The Village's reserve and surplus balances are projected to grow from \$1.3 million to \$5.2 million over the next 5 years (see graph on following page) based on the Draft 2020 – 2024 Financial Plan. Approximately \$1.6 million of this increase is related to the net proceeds from the sale of road-end properties.

The Village's Draft 2020 – 2024 Financial Plan reflects a steady build-up of reserve and surplus balances over the next five years in order to fund key infrastructure replacement projects internally. As the Village completes its asset management plan/long-term financial plan the amount of resources required for asset renewal/replacement and new infrastructure projects will become more definitive.

Reserve & Surplus Projections (based on draft 2020-2024 financial plan)



Property Taxes & User Fees

Property Taxes

Property taxes are the main source of revenue for local governments. Municipalities have authority under the Community Charter to tax property owners.

Property taxes are calculated on the basis of the market value or assessed value of land and/or improvements. Local governments calculate taxes using the variable tax rate system where tax rates are based on a dollar figure per \$1,000 dollars of assessed property value (i.e. \$1.02/\$1,000).

Tax rates differ between municipalities and each class of property. Municipalities set their annual tax rates based on their assessed values and their revenue needs which are set out in the annual financial plan.

Parcel Taxes

A parcel tax can be imposed under the Community on the basis of a single amount for each parcel, the taxable area of a parcel or the taxable frontage of the parcel. The Village has instituted a water parcel tax (single amount) to recover the annual debt servicing costs (principal & interest payments) on a borrowing which was undertaken for the Village's potable water system.

User Fees

Local governments establish user fees as an alternative to property taxation for generating revenue including the funding of specific services such as utilities. The Village has user fees for its Water Utility service (user fees for those connected and not connected to the water system) and for its Waste & Recycle Depot service. The Village reviews its user fee levels annually as these fees need to keep up with the cost of providing the related services including future infrastructure.

Property Assessments

Property assessments are a key component of property taxes, as the assessed value of a property, in part, determines the amount of tax a property owner will pay. The Assessment Act establishes nine property classes based on the use of the property. Generally, each class determines the level of taxes an individual property owner will pay each year.

Each year the tax rate for each property class is calculated taking into account changes in assessment values and revenue needs. Generally speaking:

- If the Village's total assessment base increases, the tax rates will decrease; and
- If the Village's total assessment base decreases, the tax rates will increase.

Individual property tax increases may be higher or lower than the reported overall tax increase, depending on the change in specific property assessed values in comparison to the average change.

The Village's Draft 2020 – 2024 Financial Plan reflects annual increases in water user fees of 10%, and 5% in WARD user fees, to provide for the increased cost of providing these services and to build up reserves for important future infrastructure projects. In addition, the Plan provides for a 15% increase in property taxes for 2020 and 10% per annum thereafter. Council will be making a final decision on the final property tax and user rate levels after public consultation. The rate increases in the Plan are summarized on the next page together with the Village's assessed property values.

PROPERTY TAX & USER FEE INCREASES IN DRAFT 2020 - 2024 FINANCIAL PLAN (property tax estimate based on average assessed value home)					
Description of Taxes & Fees	2020	2021	2022	2023	2024
Total Taxes & Fees (Connected to Water System)	4,348	4,669	5,021	5,408	5,834
Total Taxes & Fees (Not Connected to Water System)	4,014	4,302	4,617	4,963	5,344
Property Taxes - % change	15%	10%	10%	10%	10%
Property Taxes - \$ change	251	192	212	233	256
Refuse & Recycling Fee - % change	5%	5%	5%	5%	5%
Refuse & Recycling Fee - \$ change	16	17	17	18	20
Water Connected Fee - % change (total)	10%	10%	10%	10%	10%
Water Connected Fee - \$ change (total)	101	112	123	136	150
Water Parcel Charge	No Chg.	No Chg.	No Chg.	No Chg.	No Chg.
Water Not Connected Fee - % change (total)	10%	10%	10%	10%	10%
Water Not Connected Fee - \$ change (total)	71	79	86	95	105
Water Parcel Charge	No Chg.	No Chg.	No Chg.	No Chg.	No Chg.
All Taxes & Fees					
Total - Connect EXCL. Parcel Tax - % Change	12%	10%	10%	10%	10%
Total - Connect Fee Summary - % Change	9%	7%	8%	8%	8%
Total - Connect Fee Summary - \$ Change	368	321	352	387	426
Total - Not Connect EXCL. Parcel Tax - % Change	13%	9%	9%	9%	10%
Total - Not Connect Fee Summary - % Change	9%	7%	7%	7%	8%
Total - Not Connect Fee Summary - \$ Change	338	288	315	346	381

Village of Belcarra	
Class	Net Taxable Assessed Values
Residential	\$584,809,700
Utilities	\$203,400
Business/Other	\$3,700
Recreational/Non-Profit	\$7,408,200
Total Revenue	\$592,425,000

* Based on 2020 Completed Tax Roll

The average assessed value of a home in the Village has decreased by 9.87% in 2020 from 2019, from \$1,491,539 to \$1,344,324. This is based on the latest figures from BC Assessment. As shown above the Village assessment base is 98.7% residential with the total base being \$592 million.

General Operating Fund Details

2020 Draft General Operating Fund Budget Highlights	2021 – 2024 Draft General Operating Fund Financial Plan Highlights
<ul style="list-style-type: none"> ➤ Provisional general property tax increase of 5% (starting point for budget discussions). ➤ \$65,000 conditional planning grant budgeted and not received in 2019 was not re-budgeted in 2020. ➤ Planning projects for wildfire assessment (2019 budget - \$30,000) and drainage study (2019 budget - \$50,000) which did not proceed in 2019 were not re-budgeted in 2020. ➤ Increased support costs for finance & engineering. ➤ Special project funding for OCP Review & Update (budget of \$100,000) and Asset Management Plan/Long-Term Financial Plan (budget of \$50,000) provided for in 2020 with funding coming from the Community Works Gas Tax Reserve. This Gas Tax funding would be reduced if grant funding is obtained for these two strategic priority projects. ➤ \$246,000 of funds budgeted for transfer to General Capital Reserve Fund & \$57,000 to the Community Gas Tax Reserve Fund. ➤ \$15,000 of funds budgeted for to increase General Operating Fund Surplus. 	<ul style="list-style-type: none"> ➤ Ongoing provisional annual general property increases of 10% ➤ Proceeds from land sales of \$700,000 budgeted in each of 2021, 2020, and 2023 for a total of \$2,100,000, with the proceed being transferred to the new Land Sales Reserve Fund for priority capital projects. These funds are from the sale of road-ends. The cost of developing and preparing the lots for sale is included in the capital budget.
<p style="text-align: center;">In 2020 every 1% increase in General Property Taxes will generate \$7,370 of additional revenue</p>	

VILLAGE OF BELCARRA GENERAL OPERATING FUND
5-YEAR (2020 - 2024) FINANCIAL PLAN
(With Comparison to 2019)

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REGULAR OPERATING REVENUES

TAXES

Municipal Taxes

1% Utility Taxes

Taxes

FEES AND CHARGES

Leases

Penalties & interest (on taxes)

Permits and Licences

Miscellaneous

Fees & Charges

GRANT TRANSFERS

Conditional Operating Transfers

Climate Change

School Tax Administration

SmallCommunities Investment Fund (SCIF)

Grant Transfers

OTHER REVENUE

Interest Income

TOTAL REGULAR OPERATING REVENUES

REGULAR OPERATING EXPENSES

COUNCIL, GRANTS & MEETINGS

Indemnities & Benefits

Council Other

Grants

Meetings, Events & Appreciation

Council, Grants & Meetings

Year-End Estimate 2019	Budget 2019	Draft Budget 2020	\$ change from 2019 Budget	% change from 2019 Budget	Plan 2021	Plan 2022	Plan 2023	Plan 2024
(734,049)	(732,713)	(847,647)	(114,934)	15.7%	(937,074)	(1,035,935)	(1,145,227)	(1,266,048)
(11,693)	(10,926)	(12,018)	(1,092)	10.0%	(12,199)	(12,382)	(12,568)	(12,757)
(745,742)	(743,639)	(859,665)	(116,026)	15.6%	(949,273)	(1,048,317)	(1,157,795)	(1,278,805)
(2,100)	(2,100)	(2,100)	0	0.0%	(2,100)	(2,100)	(2,100)	(2,100)
(10,111)	(11,056)	(11,166)	(110)	1.0%	(11,277)	(11,389)	(11,502)	(11,617)
(112,397)	(97,600)	(116,430)	(18,830)	19.3%	(118,177)	(119,949)	(121,749)	(123,576)
(12,030)	(3,988)	(14,000)	(10,012)	251.1%	(14,223)	(14,532)	(14,809)	(15,617)
(136,638)	(114,744)	(143,696)	(28,952)	25.2%	(145,777)	(147,970)	(150,160)	(152,910)
(63,034)	(141,975)	(77,551)	64,424	-45.4%	(78,565)	(79,593)	(80,638)	(81,698)
(372)	0	0	0	4.7%	0	0	0	0
(2,800)	(2,800)	(2,800)	0	0.0%	(2,828)	(2,856)	(2,885)	(2,914)
(253,058)	(252,000)	(254,520)	(2,520)	1.0%	(253,000)	(255,530)	(258,085)	(260,666)
(319,264)	(396,775)	(334,871)	61,904	-15.6%	(334,393)	(337,979)	(341,608)	(345,278)
(35,890)	(25,000)	(35,000)	(10,000)	40.0%	(35,350)	(35,704)	(36,061)	(36,422)
(1,237,534)	(1,280,158)	(1,373,232)	(93,074)	7.3%	(1,464,793)	(1,569,970)	(1,685,624)	(1,813,415)
66,994	66,666	68,452	1,786	2.7%	69,810	71,196	72,610	74,051
6,583	8,062	8,069	7	0.1%	8,230	8,395	10,263	8,733
6,535	9,316	11,322	2,006	21.5%	11,388	16,171	11,522	11,590
7,159	8,000	7,300	(700)	-8.8%	7,373	7,446	7,521	7,596
87,271	92,044	95,143	3,099	3.4%	96,801	103,208	101,916	101,970

VILLAGE OF BELCARRA GENERAL OPERATING FUND
5-YEAR (2020 - 2024) FINANCIAL PLAN
(With Comparison to 2019)

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REGULAR OPERATING REVENUES

GENERAL GOVERNMENT & SUPPORT SERVICES

	Year-End Estimate 2019	Budget 2019	Draft Budget 2020	\$ change from 2019 Budget	% change from 2019 Budget	Plan 2021	Plan 2022	Plan 2023	Plan 2024
General Administration	322,061	297,928	321,261	23,333	7.8%	327,686	334,238	340,922	347,741
Human Resources	14,691	24,378	17,450	(6,928)	-28.4%	17,624	17,799	17,975	18,155
Information Systems	36,602	38,742	43,082	4,340	11.2%	44,289	45,534	46,818	48,144
Municipal Hall including Legal & Audit	139,694	123,492	137,954	14,462	11.7%	139,332	141,228	142,844	144,629
Planning	70,678	110,000	32,200	(77,800)	-70.7%	30,502	30,807	31,115	31,426
Contracted Support Services (Finance, Engineering, Website, & Other)	75,270	64,403	90,700	28,497	40.8%	76,057	76,868	77,690	78,520
Bylaw, Plumbing & Inspection Services	88,729	89,384	92,903	1,319	3.9%	65,218	66,522	67,852	69,210
Other	1,998	650	657	7	1.1%	664	671	678	685
Administrative Allocation Recovery	(12,667)	(12,667)	(14,485)	(1,818)	14.4%	(13,828)	(14,741)	(14,354)	(14,573)
General Government & Support Services	737,056	736,310	721,722	(14,588)	-2.0%	687,544	698,926	711,540	723,937

PUBLIC WORKS

Public Works General	163,218	146,337	134,572	(11,765)	-8.0%	137,140	139,749	142,404	145,106
Vehicles, Equipment & Supplies	33,482	35,529	38,925	3,396	9.6%	39,182	39,446	39,715	39,989
Roads, bridges, storm sewers etc. (Non-MRN)	21,340	23,473	23,707	234	1.0%	23,944	24,184	24,424	24,668
Trails & Public Spaces	4,216	7,991	8,900	909	11.4%	8,939	8,978	9,018	9,058
Public Works	222,256	213,330	206,104	(7,226)	-3.4%	209,205	212,357	215,561	218,821

TRANSPORTATION (MUNICIPAL ROAD NETWORK - MRN)

Roads, Bridges, Storm Sewers etc. (MRN)	59,664	76,973	77,551	578	0.8%	78,565	79,593	80,638	81,698
Transportation (Municipal Road Network)	59,664	76,973	77,551	578	0.8%	78,565	79,593	80,638	81,698

FIRE & EMERGENCY OPERATIONS

Fire Protection	2,456	4,692	4,700	8	0.2%	4,747	4,794	4,842	4,890
Emergency Preparedness	0	0	1,500	1,500	>100.0%	1,515	1,530	1,545	1,560
Fire Protection & Emergency Preparedness	2,456	4,692	6,200	1,508	32.1%	6,262	6,324	6,387	6,450

INTEREST & BANK

Interest & Bank Expense	5,062	5,700	5,814	114	2.0%	5,930	6,049	6,170	6,293
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TOTAL REGULAR OPERATING EXPENSES	1,113,765	1,129,049	1,112,534	(16,515)	-1.5%	1,084,307	1,106,457	1,122,212	1,139,169
SURPLUS BEFORE OTHER REVENUE/EXPENSES & TRANSFERS	(123,769)	(151,109)	(260,698)	(109,589)	72.5%	(380,486)	(463,513)	(563,412)	(674,246)

**VILLAGE OF BELCARRA GENERAL OPERATING FUND
5-YEAR (2020 - 2024) FINANCIAL PLAN
(With Comparison to 2019)**

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**COMMUNITY WORKS GAS TAX GRANT REVENUE, LAND SALES
REVENUE & TRANSFERS**

	Year-End Estimate 2019	Budget 2019	Draft Budget 2020	\$ change from 2019 Budget	% change from 2019 Budget	Plan 2021	Plan 2022	Plan 2023	Plan 2024
Community Works Gas Tax Grant	(114,196)	(54,500)	(57,049)	(2,549)	4.7%	(57,049)	(59,891)	(59,891)	(60,490)
Transfer to Community Works Gas Tax Reserve	114,196	54,500	57,049	2,549	4.7%	57,049	59,891	59,891	60,490
Proceeds from Land Sales	0	0	0	0	0.0%	(700,000)	(700,000)	(700,000)	0
Transfer to Land Sale Reserve Fund	0	0	0	0	0.0%	700,000	700,000	700,000	0
COMMUNITY WORKS GAS TAX REVENUE & TRANSFER	0	0	0	0	0.0%	0	0	0	0

SPECIAL OPERATING PROJECT FUNDING & EXPENSES

2019 Special Projects (no funds taken from reserve or surplus)	0	(32,002)	0	32,002	-100.0%	0	0	0	0
Stabilization Reserve Funding	0	0	(5,250)	0	0.0%	0	(28,594)	0	0
Bylaw Violation & Muncipal Ticking Software & Implementation	0	0	5,250	0	0.0%	0	0	0	0
Election Expense	0	0	0	0	0.0%	0	28,594	0	0
One-Time Operating Funding & Expenses									
Community Works Gas Tax Reserve	0	0	(150,000)	(150,000)	>100.0%	0	0	0	0
OCP Review & Update	0	0	100,000	100,000	>100.0%	0	0	0	0
Asset Management Plan & Related Long-Term Financial Plan	0	0	50,000	50,000	>100.0%	0	0	0	0
SPECIAL PROJECT FUNDING & EXPENSES	0	(32,002)	0	32,002	-100.0%	0	0	0	0

CASH AVAILABLE FOR TRANSFERS TO RESERVES & TO BUILD-UP ACCUMULATED SURPLUS	(123,769)	(183,111)	(260,698)	(77,587)	42.4%	(380,486)	(463,513)	(563,412)	(674,246)
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<u>TRANSFERS TO GENERAL FUND RESERVES & SURPLUS</u>									
Capital Reserve (old) (general, equipment, building, etc.)	111,769	179,326	0	66,372	37.0%	0	0	0	0
Operating Reserve (old) (elections, multi-use courts, etc.)	7,000	7,000	0	(7,000)	-100.0%	0	0	0	0
General Capital Reserve Fund (New)	0	0	245,698	0	0.0%	285,486	308,313	368,412	499,246
Vehicle & Equipment Capital Reserve Fund (New)	0	0	0	0	0.0%	10,000	10,200	50,000	30,000
Transportation Infrastructure Reserve Fund (New)	0	0	0	0	0.0%	60,000	120,000	120,000	120,000
Stabilization Reserve Fund (New)	0	0	0	0	0.0%	5,000	5,000	5,000	5,000
TOTAL TRANSFERS TO RESERVES	118,769	186,326	245,698	59,372	31.9%	360,486	443,513	543,412	654,246

SURPLUS AFTER TRANSFERS (used to build-up General Fund Surplus)	(5,000)	3,215	(15,000)	(18,215)	-566.6%	(20,000)	(20,000)	(20,000)	(20,000)
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Water Operating Fund Details

2020 Draft Water Operating Fund Budget Highlights	2021 – 2024 Draft Water Operating Fund Financial Plan Highlights
<ul style="list-style-type: none"> ➤ 10% increase in water user rates for those connected to the water system and for those not connected to the water system (exclusive of water parcel tax). ➤ Budgeted cost increases for the purchase of water from the Greater Vancouver Water District (GVWD) and from the District of North Vancouver for water distribution, which together total approximately 10%. ➤ \$63,000 of contributions or transfers to reserves and surplus. 	<ul style="list-style-type: none"> ➤ Ongoing 10% increases in water user rates. ➤ Annual water purchase and delivery cost increases ranging from 10% to 12% per year. ➤ Contributions or transfers to the reserves and surplus of approximately \$100,000 in 2021 with increasing annual contributions which result in a 2024 contribution of approximately \$171,000.
In 2020 every 1% increase in Water User Rates would generate \$2,000 of additional revenue	

VILLAGE OF BELCARRA WATER OPERATING FUND
2020 to 2024 FINANCIAL PLAN
(With Comparison to 2019)

Page 1 of 2

REGULAR OPERATING REVENUES

USER FEES & CHARGES

	Year-End Estimate 2019	Budget 2019	Draft Budget 2020	\$ change from 2019 Budget	% change from 2019 Budget	Plan 2021	Plan 2022	Plan 2023	Plan 2024
Water Annual Fee (Connected & Not Connected)	(247,408)	(247,259)	(275,076)	(27,817)	11.3%	(305,579)	(339,320)	(376,935)	(418,790)
Water System Connection Fees	(37,995)	(9,000)	(6,000)	3,000	-33.3%	(6,000)	(6,000)	(6,000)	(6,000)
Fees & Charges	(285,403)	(256,259)	(281,076)	(24,817)	9.7%	(311,579)	(345,320)	(382,935)	(424,790)
TOTAL REGULAR OPERATING REVENUES	(285,403)	(256,259)	(281,076)	(24,817)	9.7%	(311,579)	(345,320)	(382,935)	(424,790)

REGULAR OPERATING EXPENSES

ADMINISTRATION

Administrative Support	12,667	12,667	14,485	1,818	14.4%	13,828	14,741	14,354	14,573
Water Purchases & Delivery	77,322	74,675	82,088	7,413	9.9%	89,451	99,014	110,782	124,065
Other (Environmental Monitoring & Lease)	1,327	277	1,327	1,050	379.1%	277	277	277	277
Administration	91,316	87,619	97,900	10,281	11.7%	103,556	114,032	125,413	138,915

WATER SYSTEM OPERATIONS

Public Works	81,556	81,556	81,062	(494)	-0.6%	82,397	83,758	85,143	86,552
Utilities	10,399	10,366	11,524	1,158	11.2%	11,754	11,990	12,229	12,474
Water Mains Repair & Maintenance	0	5,000	5,000	0	0.0%	5,100	5,202	21,606	5,412
Station Repair & Maintenance	8,295	3,560	8,101	4,541	127.6%	8,264	8,430	8,599	8,771
Reservoir Repair & Maintenance	2,643	6,071	6,092	21	0.3%	1,114	1,136	1,550	1,581
Materials & Equipment	9,466	4,000	9,100	5,100	127.5%	612	624	636	649
Water System Operations	112,359	110,553	120,879	10,326	9.3%	109,241	111,140	129,763	115,439

TOTAL REGULAR OPERATING EXPENSES	203,675	198,172	218,779	20,607	10.4%	212,797	225,172	255,176	254,354
SURPLUS BEFORE DEBT, OTHER REVENUE/EXPENSES & TRANSFERS	(81,728)	(58,087)	(62,297)	(4,210)	7.2%	(98,782)	(120,148)	(127,759)	(170,436)

VILLAGE OF BELCARRA WATER OPERATING FUND
2020 to 2024 FINANCIAL PLAN
(With Comparison to 2019)

Page 2 of 2

LONG-TERM DEBT PAYMENTS/TRANSFERS
(Funded by Parcel Taxes & Transfer)

	Year-End Estimate 2019	Budget 2019	Draft Budget 2020	\$ change from 2019 Budget	% change from 2019 Budget	Plan 2021	Plan 2022	Plan 2023	Plan 2024
Long-Term Debt Interest Expense	128,800	128,800	128,800	0	0.0%	128,800	128,800	128,800	128,800
Debt Principle Payment	106,645	106,645	106,645	0	0.0%	106,645	106,645	106,645	106,645
Parcel tax	(234,471)	(233,498)	(234,471)	(973)	0.4%	(234,471)	(234,471)	(234,471)	(234,471)
Transfer from Water Debt Repayment Reserve	(1,946)	(1,946)	(1,946)	0	0.0%	(1,946)	(1,946)	(1,946)	(1,946)
TOTAL NET LONG-TERM DEBT PAYMENTS/TRANSFERS	(972)	1	(972)	(973)	-97300.0%	(972)	(972)	(972)	(972)

SURPLUS AFTER DEBT PAYMENTS/TRANSFERS	(82,700)	(58,086)	(63,269)	(5,183)	8.9%	(99,754)	(121,120)	(128,731)	(171,408)
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MFA INTEREST INCOME & TRANSFER TO RESERVE

MFA Debt Deposit Interest	(1,400)	(1,400)	(1,400)	0	0.0%	(1,414)	(1,428)	(1,442)	(1,456)
Transfer to MFA Cash Deposit Reserve	1,400	1,400	1,400	0	0.0%	1,414	1,428	1,442	1,456
MFA INTEREST INCOME & TRANSFER TO RESERVE	0	0	0	0	0.0%	0	0	0	0

**TRANSFERS FROM RESERVE TO FUND MAJOR
OPERATIONAL EXPENSES**

Water Capital Reserve	0	(5,000)	0	5,000	-100.0%	0	0	(16,300)	0
Transfers from Reserves	0	(5,000)	0	5,000	-100.0%	0	0	(16,300)	0

CASH SURPLUS AVAILABLE FOR TRANSFERS TO RESERVES, TO BUILD-UP ACCUMULATED SURPLUS & FOR INTERNAL LOAN REPAYMENT	(82,700)	(63,086)	(63,269)	(183)	0.3%	(99,754)	(121,120)	(145,031)	(171,408)
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REPAYMENT OF INTERNAL LOAN FROM GENERAL OPERATING FUND	0	3,215	0	(3,215)	-100.0%	0	0	0	0
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CASH SURPLUS AVAILABLE FOR TRANSFERS TO RESERVES & ACCUMULATED SURPLUS AFTER INTERNAL LOAN REPAYMENT	(82,700)	(59,871)	(63,269)	(3,398)	5.7%	(99,754)	(121,120)	(145,031)	(171,408)
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TRANSFERS TO RESERVE FUNDS

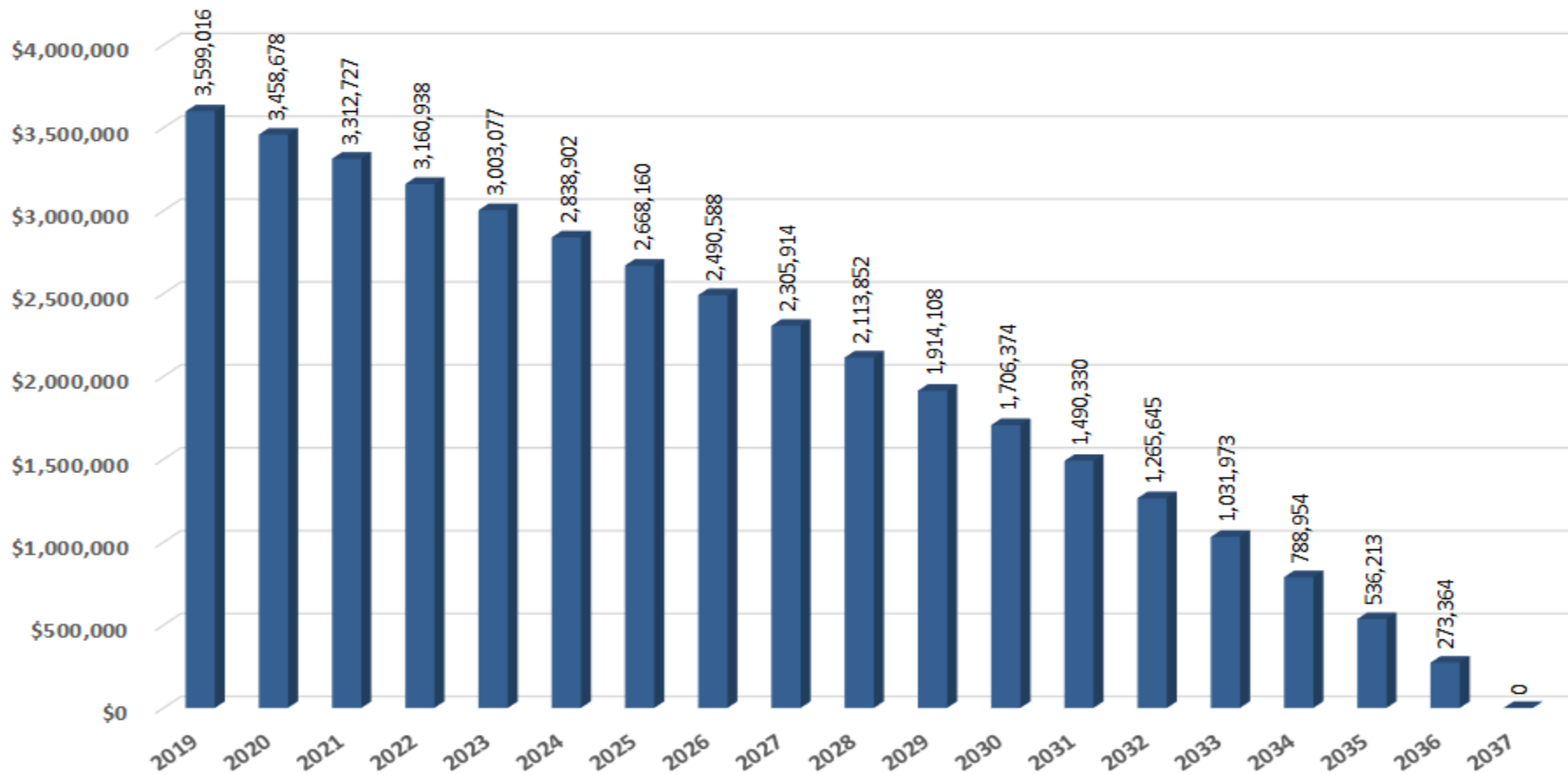
Transfer To Water Capital Reserve	77,700	59,871	57,769	(2,102)	-3.5%	93,754	115,100	138,991	165,347
Transfer to Vehicle & Equipment Reserve	0	0	500	500	>100.0%	1,000	1,020	1,040	1,061

TOTAL TRANSFERS TO RESERVE FUNDS	77,700	59,871	58,269	(1,602)	-2.7%	94,754	116,120	140,031	166,408
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SURPLUS AFTER TRANSFER TO RESERVE (used to build-up Water Operating Surplus)	(5,000)	0	(5,000)	(5,000)	>100.0%	(5,000)	(5,000)	(5,000)	(5,000)
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Water Fund Debt

**Water Fund
Long-Term Debt Outstanding**
(Total annual principal & interest payments of \$235,000)



Waste & Recycle Depot (WARD) Operating Fund Details

2020 Draft WARD Operating Fund Budget Highlights	2021 – 2024 Draft WARD Operating Fund Financial Plan Highlights
<ul style="list-style-type: none"> ➤ Increase WARD user rates of 5%. ➤ Main cost driver is increased tipping fees of 4% from Metro Vancouver which is reflected in increased costs from collection/hauling contractor. ➤ Contribution to reserves of \$13,000 budgeted in 2020 (the WARD Accumulated Surplus is at an optimal level). 	<ul style="list-style-type: none"> ➤ Annual WARD user rate increases of 5%. ➤ Transfer to reserves (General Capital Reserve and Vehicle and Equipment Reserve) of approximately \$17,000 in 2021 and increasing annually to reach approximately \$29,000 in 2024. ➤ No annual contribution to the WARD Surplus is budgeted for.
In 2020 every 1% increase in WARD User Rates would generate \$1,200 of additional revenue	

VILLAGE OF BELCARRA WASTE & RECYCLE DEPOT (WARD) OPERATING FUND

DRAFT 2020 to 2024 FINANCIAL PLAN

(With Comparison to 2019)

	Year-End Estimate 2019	Budget 2019	Draft Budget 2020	\$ change from 2019 Budget	% change from 2019 Budget	Plan 2021	Plan 2022	Plan 2023	Plan 2024
REGULAR OPERATING REVENUES									
<u>FEES & CHARGES</u>									
Waste & Recycling Annual Fee & Tags	(115,703)	(115,766)	(122,107)	(6341)	5.5%	(128,162)	(134,520)	(141,196)	(148,206)
Permits & Licences	(106)	(50)	(100)	(50)	100.0%	(100)	(100)	(100)	(100)
<u>Fees & Charges</u>	(115,809)	(115,816)	(122,207)	(6,391)	5.5%	(128,262)	(134,620)	(141,296)	(148,306)
<u>INTEREST INCOME</u>									
	(700)	(700)	(1,000)	(300)	42.9%	(1,010)	(1,020)	(1,030)	(1,040)
TOTAL REGULAR OPERATING REVENUES	(116,509)	(116,516)	(123,207)	(6,691)	5.7%	(129,272)	(135,640)	(142,326)	(149,346)
REGULAR OPERATING EXPENSES									
<u>WASTE & RECYCLE DEPOT OPERATIONS & MAINTENANCE</u>									
Public Works	27,372	27,372	27,431	59	0.2%	27,871	28,319	28,774	29,237
Utilities	800	1,000	1,000	0	0.0%	1,020	1,040	1,061	1,082
Depot Operations	24,739	21,562	22,463	901	4.2%	22,912	23,371	23,838	24,315
Greenwaste Contract	26	0	0	0	0.0%	0	0	0	0
Materials & Equipment	5,084	3,750	4,050	300	8.0%	4,131	4,214	4,298	4,385
Processing & Hauling Expense	58,488	52,800	54,918	2,118	4.0%	56,544	58,218	59,942	61,717
<u>Waste & Recycle Depot Operations & Maintenance</u>	116,509	106,484	109,862	3,378	3.2%	112,478	115,162	117,913	120,736
TOTAL REGULAR OPERATING EXPENSES	116,509	106,484	109,862	3,378	3.2%	112,478	115,162	117,913	120,736
SURPLUS BEFORE OTHER REVENUE/EXPENSES & TRANSFERS	0	(10,032)	(13,345)	(3,313)	33.0%	(16,794)	(20,478)	(24,413)	(28,610)
TRANSFERS FROM SURPLUS TO FUND OPERATIONAL EXPENSES									
Waste & Recycle Depot Surplus	0	(1,527)	0	1,527	-100.0%	0	0	0	0
CASH SURPLUS AVAILABLE FOR TRANSFERS TO RESERVES & TO BUILD-UP ACCUMULATED SURPLUS	0	(11,559)	(13,345)	(1,786)	15.5%	(16,794)	(20,478)	(24,413)	(28,610)
TRANSFERS TO RESERVES									
Transfer to General Capital Reserve	0	11,559	11,845	286	2.5%	15,294	18,948	22,852	25,610
Transfer to Vehicle & Equipment Reserve	0	0	1,500	1,500	>100.0%	1,500	1,530	1,561	3,000
TOTAL TRANSFERS TO RESERVES	0	11,559	13,345	1,786	15.5%	16,794	20,478	24,413	28,610
SURPLUS AFTER TRANSFERS TO RESERVE (used to build-up WARD Operating Surplus)	0	0	0	0	0.0%	0	0	0	0

5 - Year Capital Plan Details

2020 Capital Highlights	2021 – 2024 Capital Highlights
<ul style="list-style-type: none"> ➤ \$504, 000 of capital projects planned for. ➤ \$175,000 of capital spending for land preparation/development (road-end) with funding coming from the General Capital Reserve Fund. ➤ \$50,000 for planning and grant applications for the new water reservoir and another \$50,000 for tendering. ➤ \$90,000 of capital spending for Non-MRN roads to address road deterioration. 	<ul style="list-style-type: none"> ➤ Approximately 3.9 million of capital spending for 2021 – 2024, with the majority being \$2.9 million for a new water reservoir to address fire flows (85% grant funding), \$350,000 for land preparation/development (road-ends).

		<u>Draft 2020 - 2024 Capital Plan</u>					
		Funding Sources	2020	2021	2022	2023	2024
FUNDING SOURCES							
Community Works Gas Tax Reserve	CWGTR	61,625	290,000	0	0	0	
General Capital Reserve	GCR	220,100	86,306	36,852	0	62,596	
Vehicle & Equipment Capital Reserve	VECR	2,425	26,018	5,412	99,582	34,186	
Transportation Infrastructure Reserve	TIR	110,000	16,320	26,010	0	0	
Land Sale Reserve	LSR	0	175,000	175,000	0	0	
Water Capital Reserve	WCR	27,500	160,000	80,664	91,500	15,000	
Grant - Infrastructure	GI	42,500	2,465,000	0	0	0	
Grant - MRN (O&M) (deferred revenue)	GMRNO	20,000	0	19,881	0	0	
Grant - MRNB Major Road Network and Bike Upgrade program	GMRNB	19,875	0	0	0	0	
Third Party Contributions	TPC	0	0	0	0	0	
Total Funding Sources		\$504,025	\$3,218,644	\$343,819	\$191,082	\$111,782	

Draft 2020 - 2024 Capital Plan

	Funding Sources	2020	2021	2022	2023	2024
CAPITAL EXPENDITURES (page 1 of 2)						
WASTE & RECYCLE DEPOT (WARD)						
Security/Fob Gate Replacement	GCR	4,000				
Universal Compactor and Container with Bar Pin off Tubes	VECR				30,244	
Security System - Cameras only	GCR					5,743
Gate & Access control	GCR					9,421
Chipper	VECR					19,382
Paved Area	GCR					43,297
Total WARD		4,000	\$0	\$0	\$30,244	\$77,843
WATER FUND						
Water meters - radio read/pit antennae	WCR				59,500	
Water meters - boxes	WCR				17,000	
New Water Reservoir Project (to meet fire flows) - Planning & Grant Applications	CWGTR	50,000				
New Water Reservoir Project (to meet fire flows) - Planning & Tendering (2020) and Construction 2021	2020 (GI -85% / CWGTR - 10% / WCR - 5%)	50,000	2,900,000			
Water Main Armor at Park (rock replacement)	WCR	10,000				
Auto Water Dumps/Flushers	WCR	10,000	10,000	10,000	10,000	10,000
Water Equipment	WCR	5,000	5,000	5,000	5,000	5,000
SCADA System	WCR			52,139		
Watermeters - meter reading equipment	WCR			13,525		
Total Water		\$125,000	\$2,915,000	\$80,664	\$91,500	\$15,000
GENERAL FUND						
General						
Village Hall Council Meeting Recording System	GCR	3,500				
Village Hall Roof Replacement	GCR	20,000				
Canon LV-S3 LCD Projector	GCR		1,063			
Lap-Tops	GCR		1,698			1,838
Information Systems (work stations, servers, etc.)	GCR		16,504	16,916		2,297
Subtotal General		23,500	19,265	16,916	\$0	4,135
Public Works - General						
One (1) Generator - for Municipal Hall & Public Works	VECR		26,018			
Stair Improvements - Marine Ave (remove stairs)	GCR	8,500				
Hot Water Tank Public Works	GCR	3,100				
One (1) Satellite Radio	GCR			2,706		
Security System (alarm)	GCR			17,230		
Generator - small one for Public Works	VECR			5,412		
Subtotal Public Works		\$11,600	\$26,018	\$25,348	\$0	\$0

Draft 2020 - 2024 Capital Plan						
Funding Sources	2020	2021	2022	2023	2024	
CAPITAL EXPENDITURES (page 2 of 2)						
GENERAL FUND (continued)						
Vehicles & Attachments						
Chip bin	VECR	2,425				
Holland TN70DA Tractor, Deluxe Cab 4x4 with bucket	VECR			69,338		
Lift crane for 2009 Ford F550 Truck	VECR				14,804	
Subtotal Vehicle & Attachments		\$2,425	\$0	\$0	\$69,338	\$14,804
Non-MRN Roads						
Marine Ave - Mill & Fill	TIR	30,000				
Midden Road - Overlay (Midden to Belcarra Bay Loop)	TIR	60,000				
Subtotal Non-MRN Roads		\$90,000	\$0	\$0	\$0	\$0
MRN Roads						
Slumping at Marine/Young	GMRNO	20,000				
Bedwell Bay Road Recessed Pavement Markers	GMRNB -75% / CWGTR - 25%	26,500				
Marine- 3918 Marine Ave. > S. Cul-de-sac	GMRNO			19,881		
Subtotal MRN Roads		\$46,500	\$0	\$19,881	\$0	\$0
Storm Sewer						
Catch Basin - 4012 Marine	GCR	3,000				
Catch Basin - End of Young	GCR	3,000				
Main- Bedwell > 3780 Marine	GCR		20,428			
Belcarra- @ Turtlehead	GCR		7,428			
Coombe- 5170 Coombe > 5191 Coombe	GCR		2,043			
Turtlehead- 34 metre from intersection	GCR		16,714			
Main- Bedwell > 3780 Main timm	GCR		20,428			
Subtotal Storm Sewer		\$6,000	\$67,041	\$0	\$0	\$0
Trail System						
Trail System Improvements	TIR	20,000				
Concrete Public Stairs - Marine- 4168 Marine to Bedwell Bay	TIR		5,100			
Walking Trail - Taylor ROW- Upper & Lower - Main Ave.	TIR		11,220			
Undeveloped Walking Trail - Marine- 3658 Marine to Bedwell Bay	TIR			26,010		
Subtotal Trail System		\$20,000	\$16,320	\$26,010	\$0	\$0
Other						
Land Preparation & Development - Road Ends	GCR	175,000				
Land Preparation & Development - Road Ends	LSR		175,000	175,000		
Subtotal Other		\$175,000	\$175,000	\$175,000	\$0	\$0
Total General		\$375,025	\$303,644	\$263,155	\$69,338	\$18,939
TOTAL CAPITAL EXPENDITURES - ALL FUNDS		\$504,025	\$3,218,644	\$343,819	\$191,082	\$111,782

Reserve & Surplus Balances

5 -YEAR SUMMARY OF RESERVE & SURPLUS PROJECTIONS (Based on draft financial plan)

ALL OF THE VILLAGE'S RESERVES AND SURPLUSES	Minimum Recommended Balances						Optimum Recommended Balances
		2020	2021	2022	2023	2024	
GENERAL FUND							
<u>Capital Reserve Funds</u>							
Community Works Gas Tax Reserve Fund	N/A	\$ 248,885	\$ 17,920	\$ 78,529	\$ 140,047	\$ 203,091	N/A
General Capital Reserve Fund	TBD	282,085	502,399	775,652	1,181,485	1,664,934	TBD
Vehicle & Equipment Capital Reserve Fund	TBD	59,546	46,820	54,915	8,405	8,405	TBD
Transportation Infrastructure Reserve Fund	TBD	69,097	114,141	210,548	334,606	460,525	TBD
Subtotal Capital Reserve Funds		\$ 659,613	\$ 681,280	\$ 1,119,644	\$ 1,664,543	\$ 2,336,955	
<u>Operating Reserve Funds</u>							
Stabilization Reserve Fund	\$53,000	\$ 87,728	\$ 89,044	\$ 61,571	\$ 62,495	\$ 63,432	\$106,000
Subtotal Operating Reserve Funds		\$ 87,728	\$ 89,044	\$ 61,571	\$ 62,495	\$ 63,432	
<u>Statutory Reserve Fund</u>							
Land Sale Reserve Fund	N/A	\$ -	\$ 528,938	\$ 1,065,810	\$ 1,787,047	\$ 1,813,853	N/A
Parkland Reserve Fund	N/A	-	-	50,375	101,506	103,029	N/A
Subtotal Statutory Reserve Funds		\$ -	\$ 528,938	\$ 1,116,185	\$ 1,888,553	\$ 1,916,882	
<u>Unrestricted Accumulated Surplus</u>							
Unrestricted General Operating Fund Surplus	\$340,000	\$ 316,909	\$ 341,813	\$ 367,090	\$ 392,746	\$ 418,787	\$565,000
GENERAL FUND TOTALS		\$ 1,064,250	\$ 1,641,075	\$ 2,664,490	\$ 4,008,337	\$ 4,736,056	
WATER UTILITY FUND							
<u>Reserve Fund</u>							
Water Capital Reserve Fund	TBD	\$ 150,445	\$ 85,959	\$ 121,943	\$ 171,619	\$ 325,668	TBD
<u>Appropriated Water Surplus</u>							
Restricted Water Debt Repayment	N/A	\$ 23,443	\$ 21,834	\$ 20,201	\$ 18,543	\$ 16,861	N/A
<u>Unrestricted Accumulated Surplus</u>							
Unrestricted Water Operating Fund Surplus	\$60,000	\$ 27,305	\$ 32,752	\$ 38,281	\$ 43,893	\$ 49,589	\$100,000
WATER UTILITY FUND TOTALS		\$ 201,193	\$ 140,545	\$ 180,425	\$ 234,055	\$ 392,118	
WASTE & RECYCLING DEPOT FUND							
<u>Unrestricted Accumulated Surplus</u>							
Unrestricted Waste & Recycling Operating Fund Surplus	\$32,000	\$ 64,897	\$ 65,870	\$ 66,858	\$ 67,861	\$ 68,879	\$53,000
WASTE & RECYCLING UTILITY FUND TOTALS		\$ 64,897	\$ 65,870	\$ 66,858	\$ 67,861	\$ 68,879	
GRAND TOTAL ALL RESERVES AND SURPLUSES		\$ 1,330,340	\$ 1,847,490	\$ 2,911,773	\$ 4,310,253	\$ 5,197,053	
RESERVES & SURPLUSES SUMMARY - ALL FUNDS:							
		2020	2021	2022	2023	2024	
Capital Reserve Funds		\$ 810,058	\$ 1,296,177	\$ 2,357,772	\$ 3,724,715	\$ 4,579,505	
Operating Reserve Funds		87,728	89,044	61,571	62,495	63,432	
Unrestricted & Restricted Accumulated Surpluses		432,554	462,269	492,430	523,043	554,116	
Total Reserves & Surpluses		\$ 1,330,340	\$ 1,847,490	\$ 2,911,773	\$ 4,310,253	\$ 5,197,053	

TBD - to be determined

Projected Property Tax & User Fee Levels

HISTORICAL & PROJECTED PROPERTY TAXES & USER FEES (property tax estimate based on average assessed value home)						
Description of Taxes & Fees	2019	2020	2021	2022	2023	2024
Home Value (average home) (1) & (2)	1,491,539	1,344,324	1,344,324	1,344,324	1,344,324	1,344,324
Property Taxes (1) & (2)	1,673	1,924	2,116	2,328	2,561	2,817
WARD Fee	316	332	349	366	384	404
Water - Connected						
Water Fee - GVWD Water Purchase	299	317	337	366	403	444
Water Fee - Other Water Costs	719	802	894	988	1,087	1,196
Total Water Fee	1,018	1,119	1,231	1,354	1,490	1,640
Water Parcel Tax	973	973	973	973	973	973
Total Water Fee & Parcel Tax	1,991	2,092	2,204	2,327	2,463	2,613
Water - Not Connected Fee						
Water Fee - Other Water Costs	714	785	864	950	1,045	1,150
Water Parcel Tax	973	973	973	973	973	973
Total Water Fee & Parcel Tax	1,687	1,758	1,837	1,923	2,018	2,123
Total Taxes & Fees (Connected to Water System)	3,980	4,348	4,669	5,021	5,408	5,834
Total Taxes & Fees (Not Connected to Water System)	3,676	4,014	4,302	4,617	4,963	5,344
Property Taxes - % change		15%	10%	10%	10%	10%
Property Taxes - \$ change		251	192	212	233	256
Refuse & Recycling Fee - % change		5%	5%	5%	5%	5%
Refuse & Recycling Fee - \$ change		16	17	17	18	20
Water Connected Fee - % change (total)		10%	10%	10%	10%	10%
Water Connected Fee - \$ change (total)		101	112	123	136	150
Water Parcel Charge		No Chg.	No Chg.	No Chg.	No Chg.	No Chg.
Water Not Connected Fee - % change (total)		10%	10%	10%	10%	10%
Water Not Connected Fee - \$ change (total)		71	79	86	95	105
Water Parcel Charge		No Chg.	No Chg.	No Chg.	No Chg.	No Chg.
All Taxes & Fees						
Total - Connect EXCL. Parcel Tax - % Change		12%	10%	10%	10%	10%
Total - Connect Fee Summary - % Change		9%	7%	8%	8%	8%
Total - Connect Fee Summary - \$ Change		368	321	352	387	426
Total - Not Connect EXCL. Parcel Tax - % Change		13%	9%	9%	9%	10%
Total - Not Connect Fee Summary - % Change		9%	7%	7%	7%	8%
Total - Not Connect Fee Summary - \$ Change		338	288	315	346	381

(1) 2019 Local Government Statistics

(2) 2020 per BC Assessment 9.87% decrease in value of homes from 2019

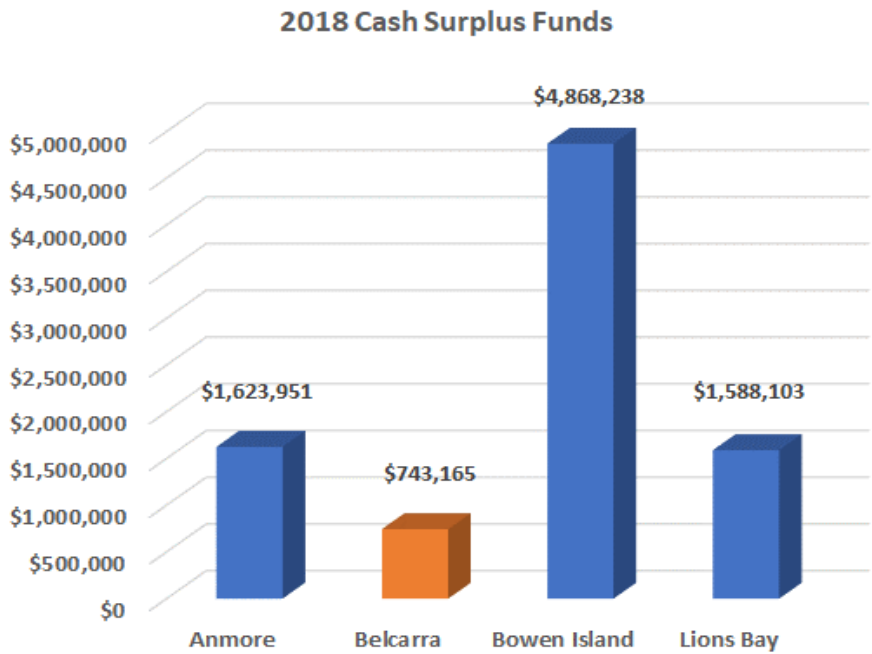
Comparative Benchmarks

The comparisons or benchmarks presented here are for discussion purposes during budget deliberations. When viewing the data, it is important to remember that each community is unique in terms of its assessment base, its geography, its budgetary demands, etc. As such no two (2) communities are exacting alike.

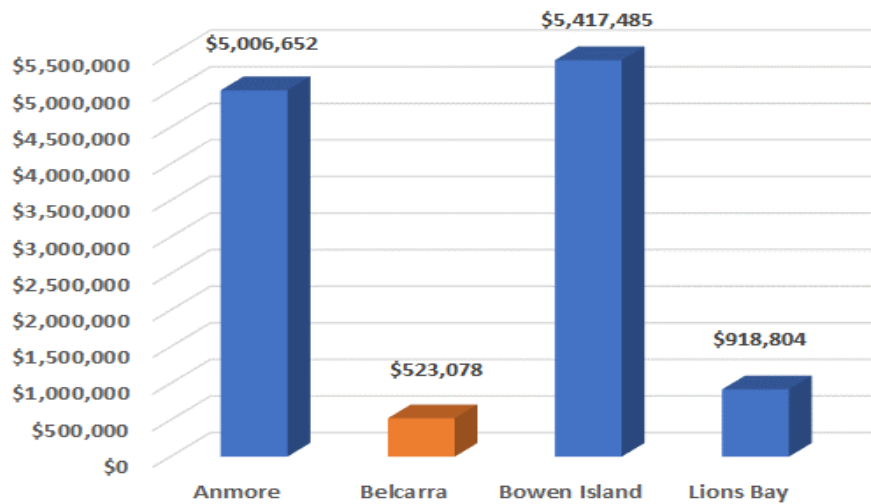
However, when looking at comparisons in a general context certain trends begin to emerge which are worthy of thought and discussion. The following communities have been chosen as comparators to Belcarra.

- Anmore
- Bowen Island
- Lions Bay)

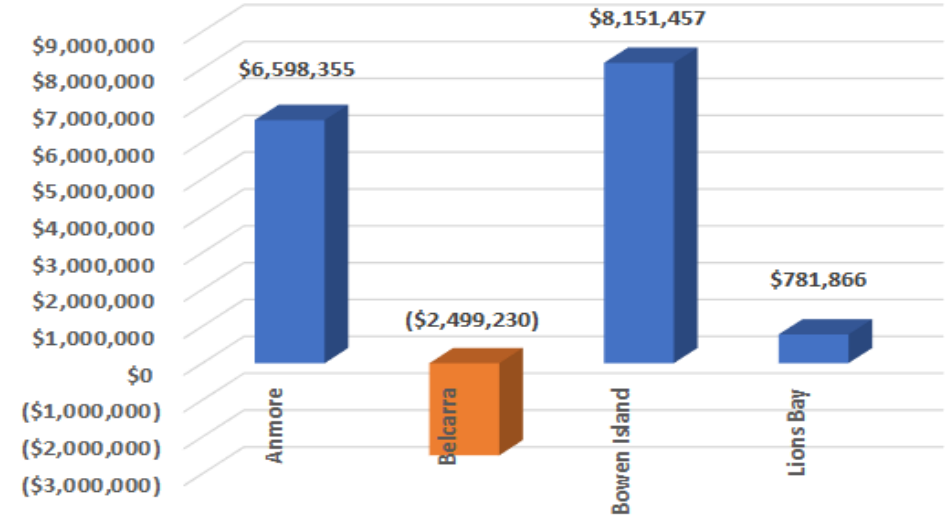
This statistical data is published by the Ministry of Community, Sport and Cultural Development annually and is referred to as “Local Government Statistics”.



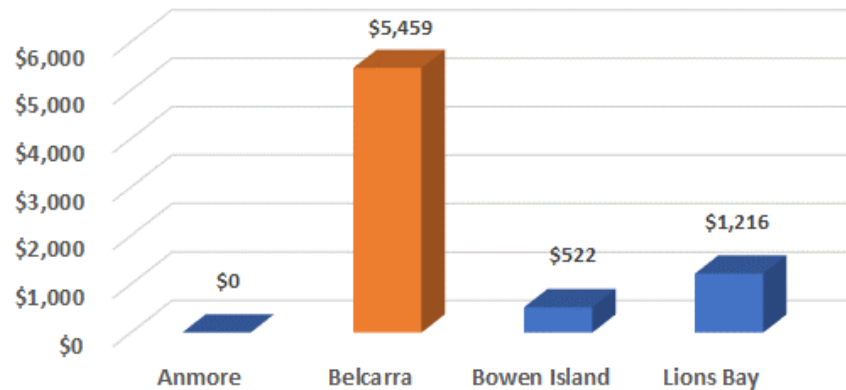
2018 Reserve Funds



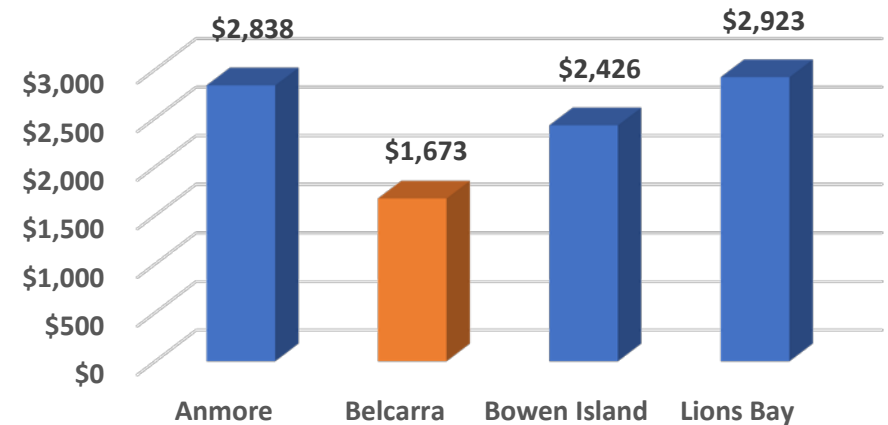
2018 Net Financial Assets (Net Debt)
(financial assets less liabilities)



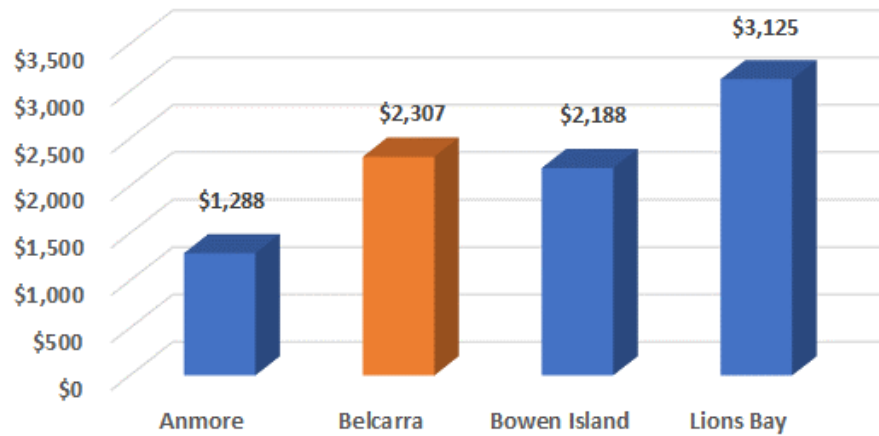
**2018 Per Capita
Long-Term Debt Outstanding**



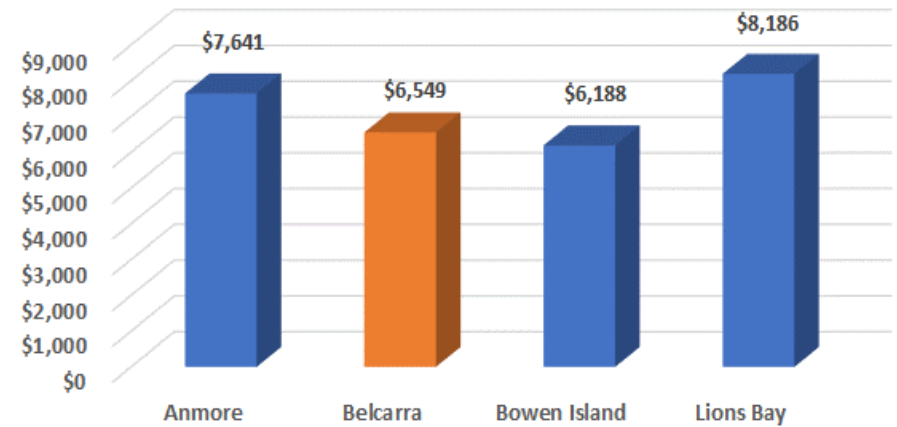
2019 General Municipal Taxes
(based on representative house)



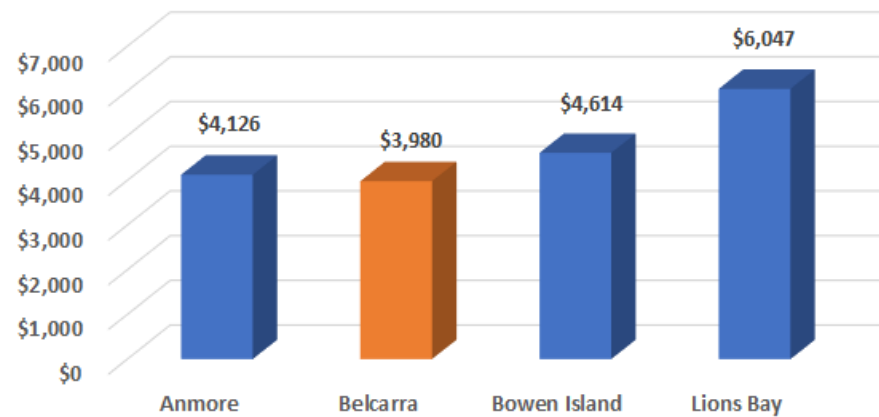
2019 User Fees & Parcel Taxes
(based on representative house)



2019 Total Taxes, User Fees & Parcel Taxes
(from all taxing authorities & based on representative house)



2019 General Municipal Taxes, User Fees & Parcel Taxes
(based on representative house)





COUNCIL REPORT

Date: February 24, 2020
From: Ken Bjorgaard, Financial Consultant
Subject: Establishment & Transfer / Repeal Bylaws for Reserve Funds

Information

The ten bylaws, as outlined in the report from Ken Bjorgaard, Financial Consultant, dated February 24, 2020 regarding the Establishment and Transfer / Repeal Bylaws for Reserve Funds, will be dealt with individually.

Purpose

The following motions were approved at the January 13, 2020, Council meeting:

“That the Reserve Funds and Surpluses Policy (Policy) attached to the report titled ‘Reserve Funds and Surpluses Policy’ dated January 13, 2020, be approved as written; and That bylaws be brought forward for Council consideration in order to implement the Policy.”

Bylaws are now presented on the Council agenda to implement the new Reserve Funds and Surpluses Policy approved by Council.

Background

Eight (8) Reserve Fund Establishment Bylaws and two (2) Transfer/Repeal Bylaws are now presented on the agenda for first three readings. The Establishment Bylaws will create the new Reserves approved by Council in the Policy and the Transfer / Repeal Bylaws will close out the old Reserves and transfer the balances to the new Reserves.



VILLAGE OF BELCARRA
Community Works Gas Tax
Reserve Fund Establishment
Bylaw No. 546, 2020



5.2 (a)

A bylaw to establish a Reserve Fund to account for funds received and
used pursuant to the Agreement on the Transfer of Federal Gas Tax Revenues

WHEREAS, pursuant to Section 188 of the *Community Charter*, Council may, by bylaw,
establish a reserve fund for a specified purpose;

NOW THEREFORE, the Municipal Council of the Village of Belcarra, in open meeting
assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra Community Works Gas Tax Reserve Fund Establishment Bylaw No. 546, 2020".
2. There shall be and is hereby, established a Reserve Fund, under the provisions of Section 188 of the *Community Charter*, to be known as the "Community Works Gas Tax Reserve Fund".
3. Monies received pursuant to the Agreement on the Transfer of Federal Gas Tax Revenues, together with interest earned on the Reserve Fund balance, will be paid into the "Community Works Gas Tax Reserve Fund".
4. Monies in the "Community Works Gas Tax Reserve Fund" shall be used for projects allowed for under the Agreement on the Transfer of Federal Gas Tax Revenues.
5. This bylaw comes into force upon adoption.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of
Community Works Gas Tax Reserve Fund Establishment
Bylaw No. 546, 2020

Chief Administrative Officer



**VILLAGE OF BELCARRA
Financial Stabilization Reserve
Fund Establishment
Bylaw No. 547, 2020**



A bylaw to establish a Reserve Fund for Major Emergent Operating issues,
one-time and limited duration projects, and to offset unrealized revenues

WHEREAS, pursuant to Section 188 of the *Community Charter*, Council may, by bylaw, establish a reserve fund for a specified purpose;

NOW THEREFORE, the Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra Financial Stabilization Reserve Fund Establishment Bylaw No. 547, 2020".
2. There shall be and is hereby established a Reserve Fund, under the provisions of Section 188 of the *Community Charter*, to be known as the "Financial Stabilization Reserve Fund".
3. Monies allocated from the Village General Operating Fund, together with interest earned on the reserve fund balance, or funds as otherwise provided for in the *Community Charter* or *Local Government Act*, may from time to time be paid into the "Financial Stabilization Reserve Fund".
4. Monies in the "Financial Stabilization Reserve Fund" shall be used for:
 - (a) major emergent operating issues;
 - (b) one-time and limited duration projects;
 - (c) offsetting unrealized revenues; and
 - (d) any associated debt repayments.
5. This bylaw comes into force upon adoption.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of
Financial Stabilization Reserve Fund Establishment
Bylaw No. 547, 2020

Chief Administrative Officer



VILLAGE OF BELCARRA
General Capital Reserve Fund Establishment
Bylaw 548, 2020



5.2 (c)

A bylaw to establish a Reserve Fund for
General Capital Projects and the early retirement of General Debt

WHEREAS, pursuant to Section 188 of the *Community Charter*, Council may, by bylaw, establish a reserve fund for a specified purpose;

NOW THEREFORE, the Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra General Capital Reserve Fund Establishment Bylaw No. 548, 2020".
2. There shall be and is hereby established a reserve fund, under the provisions of Section 188 of the *Community Charter*, to be known as the "General Capital Reserve Fund".
3. Monies allocated from the Village operating funds, together with interest earned on the reserve fund balance, or funds as otherwise provided for in the *Community Charter* or *Local Government Act*, may from time to time be paid into the "General Capital Reserve Fund".
4. Monies in the "General Capital Reserve Fund" shall be used to fund general capital projects that are not specifically funded from other established reserves, any associated debt repayments incurred as a result of borrowing for such projects, and the retirement of general debt.
5. This bylaw comes into force upon adoption.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of
Village of Belcarra General Capital Reserve Fund Establishment
Bylaw 548, 2020

Chief Administrative Officer



VILLAGE OF BELCARRA
Land Sale Reserve Fund Establishment
Bylaw No. 549, 2020



A bylaw to establish a Reserve Fund for the
 Proceeds from the Sale of Land and Improvements

WHEREAS, pursuant to Subsection 188 (2) (e) of the *Community Charter*, Council must, by bylaw, establish a reserve fund for the proceeds from the sale of land and improvements;

NOW THEREFORE, the Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra Land Sale Reserve Fund Establishment Bylaw 549, 2020".
2. There shall be and is hereby established a reserve fund, under the provisions of Section 188 of the *Community Charter*, to be known as the "Land Sale Reserve Fund".
3. Proceeds from the sale of land and improvements, together with interest earned on the reserve fund balance, will be paid into the "Land Sale Reserve Fund".
4. Monies in the "Land Sale Reserve Fund" must be used for paying any debt remaining in relation to the sold property and for acquiring land, improvements and other assets of a capital nature.
5. This bylaw comes into force upon adoption.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Neil Belenkie
 Mayor

Lorna Dysart
 Chief Administrative Officer

This is a certified a true copy of
 Village of Belcarra Land Sale Reserve Fund Establishment
 Bylaw No. 549, 2020

Chief Administrative Officer



**VILLAGE OF BELCARRA
Parkland Acquisition
Reserve Fund Establishment
Bylaw No. 550, 2020**



5.2 (e)

A bylaw to establish a Reserve Fund for the Purchase of Parkland

WHEREAS, pursuant to Subsection 188 (2) (b) of the *Community Charter*, Council must, by bylaw, establish a reserve fund for funds received from the sale or disposal of parkland as well as funds received pursuant to Section 510 of the *Local Government Act* (cash received in-lieu of parkland funds upon subdivision);

NOW THEREFORE, the Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra Parkland Acquisition Reserve Fund Establishment Bylaw No. 550, 2020".
2. There shall be and is hereby established a reserve fund, under the provisions of Section 188 of the *Community Charter*, to be known as the "Parkland Acquisition Reserve Fund".
3. Proceeds received from the sale or disposal of parkland as well as funds received pursuant to Section 510 of the *Local Government Act* (cash received in-lieu of parkland funds upon subdivision), together with interest earned on the reserve fund balance, will be paid into the "Parkland Acquisition Reserve Fund".
4. Monies in the "Parkland Acquisition Reserve Fund" must be used to purchase parkland.
5. This bylaw comes into force upon adoption.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of
Village of Belcarra Parkland Acquisition Reserve Fund Establishment
Bylaw No. 550, 2020

Chief Administrative Officer



VILLAGE OF BELCARRA
Transportation Infrastructure Reserve
Fund Establishment
Bylaw No. 551, 2020



A bylaw to establish a Reserve Fund for
 Transportation Infrastructure Improvements and Renewal

WHEREAS, pursuant to Section 188 of the *Community Charter*, Council may, by bylaw, establish a reserve fund for a specified purpose;

NOW THEREFORE the Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra Transportation Infrastructure Reserve Fund Establishment Bylaw 551, 2020".
2. There shall be and is hereby established a reserve fund, under the provisions of Section 188 of the *Community Charter*, to be known as the "Transportation Infrastructure Reserve Fund".
3. Monies allocated from the Village General Operating Fund, together with interest earned on the reserve fund balance, or funds as otherwise provided for in the *Community Charter* or *Local Government Act*, may from time to time be paid into the "Transportation Infrastructure Reserve Fund".
4. Monies in the "Transportation Infrastructure Reserve Fund" shall be used to fund transportation infrastructure improvements and renewals, including those related to roads, trails and pathways, as well as any associated debt repayments incurred as a result of borrowing for such projects.
5. This bylaw comes into force upon adoption.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

 Neil Belenkie
 Mayor

 Lorna Dysart
 Chief Administrative Officer

This is a certified a true copy of
 Village of Belcarra Transportation Infrastructure Reserve Fund Establishment
 Bylaw No. 551, 2020

 Chief Administrative Officer



**VILLAGE OF BELCARRA
Vehicle & Equipment Reserve
Fund Establishment
Bylaw No. 552, 2020**



5.2 (g)

A bylaw to establish a Reserve Fund to Replace Municipal
Vehicles and Equipment in the Village fleet

WHEREAS, pursuant to Section 188 of the *Community Charter*, Council may, by bylaw, establish a reserve fund for a specified purpose;

NOW THEREFORE the Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra Vehicle and Equipment Reserve Fund Establishment Bylaw No. 552, 2020".
2. There shall be and is hereby established a reserve fund, under the provisions of Section 188 of the *Community Charter*, to be known as the "Vehicle and Equipment Reserve Fund".
3. Monies from operating funds and proceeds from the sale of fleet vehicles and equipment, together with interest earned on the reserve fund balance, or funds as otherwise provided for in the *Community Charter* or *Local Government Act*, may from time to time be paid into the "Vehicle and Equipment Reserve Fund".
4. Monies in the "Vehicle and Equipment Reserve Fund" shall be used to replace municipal vehicles and equipment included in the Village fleet including any associated debt repayments incurred as a result of borrowing for such vehicles or equipment.
5. This bylaw comes into force upon adoption.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of
Village of Belcarra Vehicle & Equipment Reserve Fund Establishment
Bylaw No. 552, 2020

Chief Administrative Officer



VILLAGE OF BELCARRA
Water Capital Reserve Fund Establishment
Bylaw No. 553, 2020



A bylaw to establish a Reserve Fund for Water Utility
 Capital Projects and the Early Retirement of Water Debt

WHEREAS, pursuant to Section 188 of the *Community Charter*, Council may, by bylaw, establish a reserve fund for a specified purpose;

NOW THEREFORE the Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra Water Capital Reserve Fund Establishment Bylaw No. 553, 2020".
2. There shall be and is hereby established a reserve fund, under the provisions of Section 188 of the *Community Charter*, to be known as the "Water Capital Reserve Fund".
3. Monies allocated from the Village Water Operating Fund, together with interest earned on the reserve fund balance, or funds as otherwise provided for in the *Community Charter* or *Local Government Act*, may from time to time be paid into the "Water Capital Reserve Fund".
4. Monies in the "Water Capital Reserve Fund" shall be used for:
 - (a) water utility capital projects,
 - (b) capital equipment/systems required for water operations,
 - (c) any associated debt repayments, and/or
 - (d) water debt retirement.
5. This bylaw comes into force upon adoption.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

 Neil Belenkie
 Mayor

 Lorna Dysart
 Chief Administrative Officer

This is a certified a true copy of
 Village of Belcarra Water Capital Reserve Fund Establishment
 Bylaw No. 553, 2020

 Chief Administrative Officer



VILLAGE OF BELCARRA
Capital Reserve Fund Transfer Bylaw
Bylaw No. 554, 2020



A bylaw to transfer funds set aside under
 “Village of Belcarra Capital Reserve Fund Bylaw No. 482, 2015”

WHEREAS, pursuant to Section 189 of the *Community Charter*, Council may, by bylaw, transfer all or part of the amount in a reserve fund to another reserve fund;

AND WHEREAS the Council, under Section 137 of the *Community Charter*, has the power to amend or repeal bylaws;

AND WHEREAS the Council did establish “Village of Belcarra Capital Reserve Fund Bylaw No. 482, 2015”;

AND WHEREAS the Council of the Village of Belcarra deems it advisable to transfer the remaining funds set aside under “Village of Belcarra Capital Reserve Fund Bylaw No. 482, 2015” and to subsequently repeal the said Bylaw;

NOW THEREFORE the Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra Capital Reserve Fund Transfer Bylaw No. 554, 2020”.
2. The fund balance as at the December 31, 2019 fiscal year-end, as set aside under “Village of Belcarra Capital Reserve Fund Bylaw No. 482, 2015”, is hereby transferred as follows:
 - a) 40% to the General Capital Reserve Fund as established by "Village of Belcarra General Capital Reserve Fund Establishment Bylaw No. 548, 2020”;
 - b) 30% to the Transportation Infrastructure Reserve Fund as established by "Village of Belcarra Transportation Infrastructure Reserve Fund Establishment Bylaw No. 551, 2020”; and
 - c) 10% to the Vehicle & Equipment Reserve Fund as established by “Village of Belcarra Vehicle and Equipment Reserve Fund Establishment Bylaw No. 552, 2020”;
 - d) 20% to the Water Capital Reserve Fund as established by “Village of Belcarra Water Capital Reserve Fund Establishment Bylaw No. 553, 2020”.
3. “Village of Belcarra Capital Reserve Fund Bylaw No. 482, 2015” is hereby repealed.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of
Village of Belcarra Capital Reserve Fund Transfer Bylaw
Bylaw No. 554, 2020

Chief Administrative Officer



VILLAGE OF BELCARRA
Operating Reserve Fund Transfer
Bylaw No. 555, 2020



A bylaw to transfer funds set aside under
 “Village of Belcarra Operating Reserve Fund Bylaw No. 483, 2015”

WHEREAS, pursuant to Section 189 of the *Community Charter*, Council may, by bylaw, transfer all or part of the amount in a reserve fund to another reserve fund;

AND WHEREAS the Council, under Section 137 of the *Community Charter* has the power to amend or repeal bylaws;

AND WHEREAS the Council did establish “Village of Belcarra Operating Reserve Fund Bylaw No. 483, 2015”;

AND WHEREAS the Council deems it advisable to transfer the remaining funds set aside under “Village of Belcarra Operating Reserve Fund Bylaw No. 483, 2015” and to subsequently repeal the said Bylaw;

NOW THEREFORE the Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Village of Belcarra Operating Reserve Fund Transfer Bylaw No. 555, 2020".
2. The fund balance as at the December 31, 2019 fiscal year-end, as set aside under “Village of Belcarra Operating Reserve Fund Bylaw No. 483, 2015”, is hereby transferred to the Financial Stabilization Reserve Fund as established by "Village of Belcarra Financial Stabilization Reserve Fund Establishment Bylaw No. 547, 2020".
3. “Village of Belcarra Operating Reserve Fund Bylaw No. 483, 2015” is hereby repealed.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

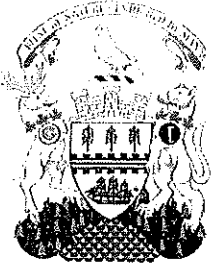
ADOPTED by the Council on

Neil Belenkie
 Mayor

Lorna Dysart
 Chief Administrative Officer

This is a certified a true copy of
 Village of Belcarra Operating Reserve Fund Transfer
 Bylaw No. 555, 2020

Chief Administrative Officer



CITY OF PORT MOODY

RECEIVED

FEB 10 2020

OFFICE OF THE MAYOR

February 4, 2020

FILE NO. 450-01

To All BC Municipalities,

On January 14, 2020, at a Regular Meeting of Council, Port Moody City Council passed the following resolution:

Moved, seconded, and CARRIED

WHEREAS the City of Port Moody has recognized and has demonstrated over the past years its commitment to the importance of healthy citizens as the foundation of a healthy, engaged, and economically vibrant community;

AND WHEREAS the over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them;

AND WHEREAS Canada is currently the ONLY country with a National Medicare Program that does not have a National Pharmacare Program;

AND WHEREAS the risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, precarious working, and seasonal workers;

AND WHEREAS studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year, providing Canadian companies competitive advantages in international trade;

AND WHEREAS recent research confirms that these gains can be achieved with little or no increase in public investment;

AND WHEREAS municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program;

AND WHEREAS a national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors;

AND WHEREAS a National Pharmacare plan is a sound policy, both economically and socially, the City of Port Moody express its support for the creation of a National Pharmacare program as an extension of Canadian Medicare, since health and economic studies now show that such a policy would improve health in municipalities, give local businesses a competitive advantage in the global marketplace, and lower costs for municipal government on taxpayers;

THEREFORE BE IT RESOLVED THAT the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a

Universal Public National Pharmacare program as one of the first orders of business after the 2019 election;

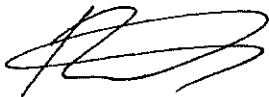
AND THAT this letter be forwarded to all BC municipalities asking to write their support as well.

Attached is the letter that the City of Port Moody sent to the Honourable Patty Hajdu, Minister of Health requesting the Federal Government to start working with the provinces and territories to develop and implement a Universal Public National Pharmacare Program.

We hope that you will join the City of Port Moody and write to the Minister of Health to support the creation of a National Pharmacare Program for all Canadians.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to be 'Rob Vagramov', written in a cursive style.

Mayor Rob Vagramov
City of Port Moody

Attachments:

1. Letter dated February 4, 2020 to the Minister of Health regarding National Pharmacare Program
2. Report dated December 17, 2019 from Councillor Amy Lubik regarding Supporting Universal National Pharmacare

The ~~ONLY~~ future is FOSSIL FUEL FREE

RECEIVED

FEB 17 2020

February 6, 2020

230-01

Dear Mayor and Council,

Last year, a global movement of young people took the reality of climate change to the streets — and now the world is watching.

In 2020, we must act with the urgency this crisis warrants. That starts with Canada abandoning its plans to build the Trans Mountain pipeline expansion.

With construction underway near Edmonton, that will take some political courage. But if you had told me a year ago we would see a million students walk out of classes across the country to demand climate action, I would have been sceptical.

We have to stop Trans Mountain because that's what the science demands.

In our latest report, ***Choose Climate: Power Past Pipelines***, we expose the shoddy economics of the Trans Mountain pipeline in a world that's cutting carbon. We offer a choice — waste tens of billions of dollars on a vanity project or create hundreds of thousands of jobs that actually have a future. We owe it to Albertans working in oil and gas to expose the false hope this pipeline offers and develop real solutions for the province.

It's time for Canada to move forward and get to work building the new economy.

Prime Minister Justin Trudeau is determined to keep this never-ending saga afloat. We've beaten his pipeline again and again — in the courts, at the polls and on the streets. And we're not going anywhere.

You can join us and hold Canada's most polluting industry at bay.

continued over...



WILDERNESS
COMMITTEE

NATIONAL OFFICE
46 E. 6th Avenue
Vancouver, BC V5T 1J4

Toll Free: 1-800-661-9453
In Vancouver: (604) 683-8220
WildernessCommittee.org

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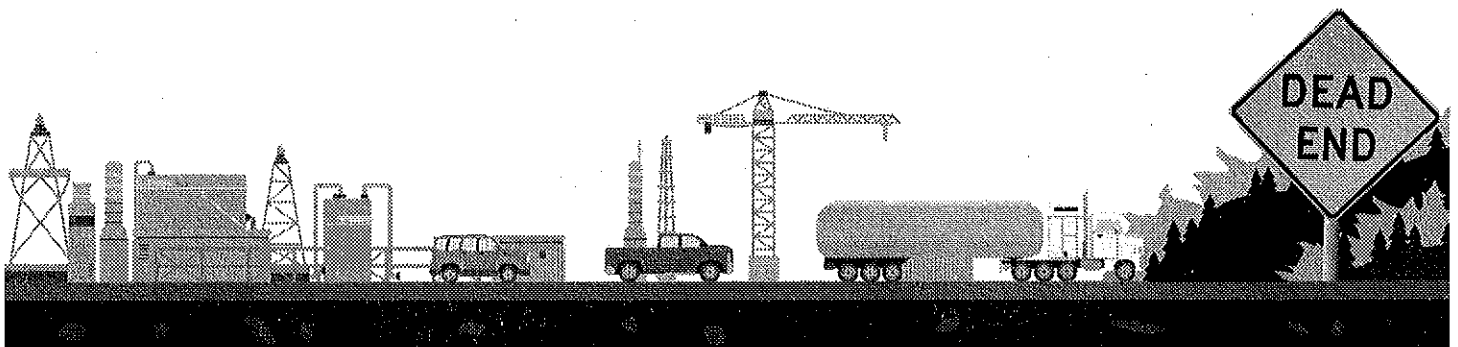
Not only does Trans Mountain threaten the climate, but it risks our economy too. That's especially true since the federal government offered a blank cheque to see it through. Once Canadians understand how absurdly expensive this project is — at the very moment we need those funds to build a post-carbon economy — its end will be in sight.

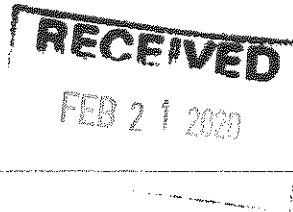
You can make that happen. As a Mayor and Council, you can pass a motion opposing this project and declaring a climate emergency. You can encourage the Federation of Canadian Municipalities to take bold action on climate. You can push the federal government on the costs of the Trans Mountain pipeline and propose investment in a safe climate instead. If you want to work with us to stop the project please email me at peter@wildernesscommitte.org

With your leadership and courage we can put Canada on the path to a bright post-carbon future.

For the climate,

Peter McCartney | Climate Campaigner





COPY

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Office of the Chair
Tel. 604 432-6215 Fax 604 451-6614

File: CR-12-01

FEB 19 2020

Mayor Neil Belenkie
Village of Belcarra
4084 Bedwell Bay Road
Belcarra, BC V3H 4P8

Dear Mayor Belenkie:

Neil

Evangelical Laymen's Church of Canada (Vancouver) Request for Road Access

Thank you for your letter dated December 16, 2019, to ask that staff reconsider the decision to deny the request made by the Evangelical Laymen's Church for an access agreement to use the Belcarra Park to support their commercial venture. I asked staff to reconsider this request and after reconsideration they have reached the same conclusion. The service road in Belcarra Regional Park is for park purposes and is not a public road for commercial use.

I appreciate that the Village of Belcarra has required the Evangelical Laymen's Church to obtain an access agreement with Metro Vancouver as a condition for the Village to issue a Temporary Use Permit for the Church to legally operate the Tea Room. Unfortunately, Metro Vancouver cannot grant access to use the road for commercial purposes.

If you have any questions, please contact Neal Carley, General Manager, Parks and Environment, by phone at 604-456-8820 or by email at Neal.Carley@metrovanancouver.org.

Yours sincerely,

Sav Dhaliwal
Chair, Metro Vancouver Board

SD/NC

cc: Village of Belcarra, Mayor and Council
Lorna Dysart, Chief Administrative Officer, Village of Belcarra
Richard White, Planner, RWPAS Ltd.
Dan Watson, Planner, Brook Pooni Associates
Mike Redpath, Director, Regional Parks, Metro Vancouver
Steve Schaffrick, Division Manager, Central Area, Regional Parks, Metro Vancouver

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