



# **Village of Belcarra**

## **2019 Annual Report**



# An Open Letter from Council to the Citizens of Belcarra

On behalf of Council I am please to present the Annual Report for the Village of Belcarra.

2019 was spent assessing Belcarra's financial position, water system for fire fighting, options for financing essential infrastructure and establishing Belcarra as a credible regional ally and contributor.

I'm pleased to summarize progress in these key areas:

- For the first time ever the Village has begun saving money for future repairs and replacement of our roads, buildings, drainage culverts, water system and other infrastructure.
- Council's financial plan has been implemented, enabling the Village to be debt-free in 2023.
- The Water Committee and Water Engineering Firm completed the first stage of their assessments resulting in the same result; Belcarra's water system for fire fighting is insufficient. Both expert bodies and the Fire Underwriters Survey are now modelling upgrade options that will meet minimum regulatory requirements for Council to consider.
- Belcarra has been invited to contribute at an unprecedented level to Regional strategy and direction. Belcarra now sits on the following boards and committees:
  - Metro Vancouver
    - Board of Directors
    - Mayors Committee
    - Parks Committee
    - Water Committee
    - Electoral A Committee
    - Regional Economic Prosperity Committee
    - Belcarra has been selected as Metro Vancouver's Representative to the Lower Mainland Local Government Association
  - TransLink
    - Mayors Council
    - New Mobility Committee



We're proud to have launched Belcarra's new website, a transparent source for all communications from Council and Village Staff. All Staff reports, contractor reports, videos or Council Meetings and resident / community postings can now be viewed online.

2019 was an essential year of planning to support the long-term sustainability of the Village of Belcarra. We look forward to continuing to work with residents in 2020 in the shared goal of improving safety and quality of life for everyone in our beautiful Village.

Thank you for your ongoing support.

A handwritten signature in black ink, appearing to be 'NB' or 'Neil Belenkie'.

Neil Belenkie  
Mayor

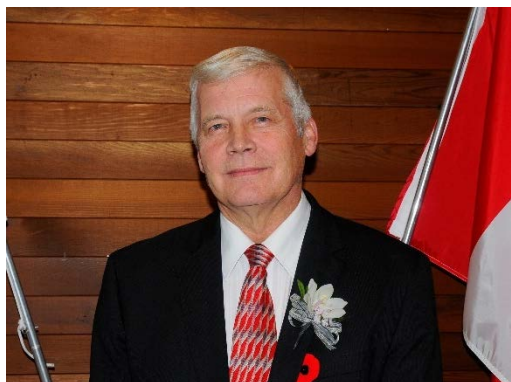
## Council Members



**Councillor Rob Begg**



**Councillor Carolina Clark**



**Councillor Bruce Drake**



**Councillor Liisa Wilder**

# Village of Belcarra Mission Statement

The Village of Belcarra's mission is to enhance the quality of life for citizens, visitors and future generations in our municipality and the region. We strive to live in harmony with each other and our environment, while providing opportunities for the advancement of economic, physical and social well-being.

## Council

The Village of Belcarra is governed by an elected Council consisting of a Mayor and four Councillors. Council was elected on October 20, 2018 by the community for the four-year term from 2018-2022.

Council reviews and establishes budget levels for civic operations and capital expenditures. The Mayor chairs meetings of Council, is an ex-officio member of all Council committees, and all bodies to which Council has the right to appoint members.

Council meetings are held at the Village Hall. Regular Council meetings are open to the public. Annually in December, Council adopts the schedule for the next year regular Council meetings. The meeting schedule, agendas and minutes are available on the municipal website at [www.belcarra.ca](http://www.belcarra.ca) and from the Municipal office.





## Council Vision

**Belcarra is a model municipal entity that works effectively to engage and respect the diverse interests of its citizens.**

It offers simple and basic neighborhood opportunities to sustain and enrich our lives and reach our highest potential. Our municipality's natural west coast beauty is valued and celebrated and is a source of pride worth protecting. Belcarra is actively involved in the social, environmental and political life of the region.

**Belcarra is a clean, green, rural and sustainable municipality.**

We recognize the importance of the natural beauty surrounding Belcarra and integrate environmental stewardship into our daily activities. We respect, preserve and enhance the health of the environment for present and future generations



## Citizen Involvement

### Volunteers — Visible, Vital and Valuable to Belcarra

Volunteerism and community participation play an important part in building the spirit of our community.

Beginning with the dedicated efforts of Belcarra's two original ratepayer's associations that were successful in the incorporation of the municipality in 1979, our Sasamat Volunteer Fire Department (SVFD), our Community and Recreation Association of Belcarra (CRAB), and Council citizen committees, Belcarra residents have a long history of volunteer activities.

Belcarra is a strong community because of its many volunteers who support community projects and contribute to making our Village a strong, safe and healthy community. Belcarra volunteers give hope and friendship to those in need; help when asked and, more importantly; give help just because they can.

You will find volunteers involved in the SVFD, Block Watch programs and volunteers who take wonderful care of the planters at the Village Hall and at the entrance. The participation, commitment and contributions of Belcarra residents are essential to the quality of life in our community.

The Village of Belcarra is a better place to live thanks to the tireless efforts of volunteers working throughout the community. It is with sincere appreciation that we say "thank you" to our volunteers who generously give assistance to make the Village a beautiful place to live, grow and prosper.



## Council Committees

### **Belcarra Council appointed 5 Committees in 2019**

**See the Village Website for Interim Reports Submitted to Council**

#### **Belcarra Day Committee (BDC)**

Committee Members: Diana Drake, Gary Glover, Maureen Jamieson, Dave Warren

Council Liaison: Councillor Bruce Drake

- The role of the Belcarra Day Committee is to plan the annual Belcarra Day celebration held in June.

#### **Farrer Cove Committee (FCC)**

Committee Members: Brian Ashford, Larry Carlsen, Sy Rodgers, Lynda Spence, Bob Wilson

Council Liaison: Councillor Liisa Wilder

- The role of the Farrer Cove Committee is to identify, assess and finally to recommend opportunities to improve access to, and transportation within Farrer Cove.

#### **Revenue Generation Committee (RGC)**

Committee Members: Brian Hirsch, Tom Kim, Penny Moen, Maris Sulcs, Sharilyn Sweet

Council Liaison: Councillor Liisa Wilder

- The role of the Revenue Generation Committee is to identify, assess, and finally to recommend specific opportunities for Belcarra to increase its annual revenue (earnings). Revenue can be defined as any money being paid to the Village. Recommendations from the RGC may include opportunities for increasing existing sources of revenue as well as recommending new sources of revenue.

#### **Tree Committee (TC)**

Committee Members: Mary Begg, Les Bramley, Sandra Chapman, Vicky Greig, Deborah Struk

Council Liaison: Councillor Carolina Clark

- The role of the Tree Committee is to identify, assess and finally to recommend new policies and procedures for management of all trees in the Village.

#### **Water System Capacity for Fire Protection Committee (WSCFPC)**

Committee Members: Doug Brain, Jim Chisholm, Martin Desbois, Ian Devlin, Tom Kim

Council Liaison: Councillor Rob Begg

- The primary goal for the Water System Capacity for Fire Protection Committee is to assess the existing water system in Belcarra and its capabilities to support all fire fighting efforts.



## Priority #1 – Municipal Bylaws & Policies, Review / Update

Objective	Strategy	2019 Action Plan	2019 Results
Ensure key municipal bylaws and policies meet legislative and operational requirements	Identify, prioritize and review and update municipal Bylaws and policies	<p><b>Tree Bylaw</b></p> <ul style="list-style-type: none"> <li>Review and update the Tree Bylaw, policies etc., with a focus on tree trimming and hazardous trees</li> </ul> <hr/> <p><b>Farrer Cove Road</b></p> <ul style="list-style-type: none"> <li>Identify, assess and recommend opportunities to improve access to, and transportation within;</li> <li>Consider current Village policy for private road maintenance</li> </ul> <hr/> <p><b>Short Term Rentals</b></p> <ul style="list-style-type: none"> <li>Consider amendments to the Zoning Bylaw to allow short-term rentals in the Village</li> </ul>	<p><b>Tree Committee</b> working on interim report to Council</p> <ul style="list-style-type: none"> <li>Preparing report to Council in 2020</li> <li>Interim Report to Council, staff will prepare a report and bylaw</li> </ul> <hr/> <p><b>Farrer Cove Committee</b> provided an interim report to Council</p> <ul style="list-style-type: none"> <li>Action item: Staff liaise with all appropriate parties with respect to exploring mechanisms to secure long-term legal access to Farrer Cove</li> </ul> <hr/> <p>Preliminary report to Council and deferred to 2020</p>



## Priority #2 – Public Safety

Objective	Strategy	2019 Action Plan	2019 Results
Improve non-vehicle travel (pedestrian, bike etc.): - Safety on roadways - Trails	Increase driver awareness  Identify and implement new and improved signage and/or physical roadway changes/additions	<b>Resident Only Parking</b> • Investigate and consider implementation of Resident only parking in the Village, including related Parking Bylaw amendments	<b>Ongoing Bylaw Enforcement</b> • Bylaw Enforcement Officer or staff working on continuously
	Identify and implement new and improved trail options	<b>Speed Management</b> • Identify and consider various speed management options in key locations	Ongoing with Bylaw Enforcement
		<b>Bus Stop &amp; Mail Box Lighting</b> • Install lighting at Bus Stops/Mail Boxes, utilizing grant funding if available	Being completed Contacted BC Hydro to apply for program, application approved
Bylaw Enforcement	Bylaws adopted to assist with enforcement	Program developed, tickets prepared & Bylaw Enforcement Officers hired	Significant improvement in signage and Bylaw Enforcement in the Village

## Priority #3 – Transportation Infrastructure

Objective	Strategy	2019 Action Plan	2019 Results
Infrastructure meets current and future community needs	Develop infrastructure Long-Term Asset Management and Financial Plan(s) that identifies maintenance, and capital expenditure needs and supporting funding plan	<p><b>Grant Funding</b></p> <ul style="list-style-type: none"> <li>Identify and apply for all possible grants to fund planned capital works in 2019</li> </ul> <hr/> <p><b>Roads Asset Mgmt. Plan</b></p> <ul style="list-style-type: none"> <li>Review the 2017 Roads Asset Management Plan (10-year plan) and develop supporting funding plan Note: Midden Road is identified in this Plan as a priority</li> </ul>	<p>Ongoing</p> <ul style="list-style-type: none"> <li>Grant Applications completed &amp; submitted</li> </ul> <hr/> <p>Staff working with Village Engineer</p>

## Priority #4 – Recreation Infrastructure & Community Events

Objective	Strategy	2019 Action Plan	2019 Results
Recreation Infrastructure meets current and future community needs	<b>Multi-Use Court</b> <ul style="list-style-type: none"> <li>Develop infrastructure Long-Term Asset Management and Financial Plan(s) that identifies maintenance, and capital expenditure needs and supporting funding plan</li> </ul>	<b>Multi-Use Court</b> <ul style="list-style-type: none"> <li>Consider forming a group of interested volunteers to review and consider options (no budget in 2019 for works)</li> </ul>	Contacted interested residents – no follow up
		<b>Village Hall Use</b> <ul style="list-style-type: none"> <li>Identify and consider options for community use for social/meetings purposes</li> </ul>	Completed

## Priority #5 – Drainage Infrastructure

Objective	Strategy	2019 Action Plan	2019 Results
Drainage (and related) infrastructure meets community needs and provides protection from climate change related events	Update/Identify risks and requirements (maintenance & capital) to address drainage needs		<b>Drainage Plan</b> <ul style="list-style-type: none"><li>• Staff to investigate drainage management plan and related grant opportunities</li></ul>



## Priority #6 – Emergency Preparedness

Objective	Strategy	2019 Action Plan	2019 Results
Ensure emergency plans and supplies are up to date and relevant in the event of an emergency	Identify and update the municipality's emergency supplies and review and update emergency plan	<b>Emergency Equipment</b> <ul style="list-style-type: none"> <li>Update equipment with funding from grants to fund various emergency equipment (e.g. radio batteries, satellite phone and EOC supplies)</li> </ul> <hr/> <b>Wildfire Plan &amp; Preparedness</b> <ul style="list-style-type: none"> <li>Fuel Management: <ul style="list-style-type: none"> <li>Apply for possible grant funding</li> <li>Complete initial removal work (behind Village Hall and Fire Hall)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Some emergency preparedness equipment purchased</li> </ul> <hr/> Grant Application was not accepted. To reapply in 2020

## Priority #7 – Water Infrastructure

Objective	Strategy	2019 Action Plan	2019 Results
<p>Infrastructure meets current and future community needs</p> <p>Increase benefiter/user pay component of water fee and encourage water conservation</p>	<p>Develop infrastructure Long-Term Asset Management and Financial Plan(s) that identifies maintenance, and capital expenditure needs and supporting funding plan</p> <p>Consider implementing community water metering</p>	<p>Report to Council by the Water System Capacity for Fire Protection</p> <hr/> <p><b>Water Metering</b></p> <ul style="list-style-type: none"> <li>• Review Metro Vancouver study of water metering for region once complete</li> <li>• Update water metering business case</li> </ul>	<p><b>Water Committee</b></p> <p>Report to Council recommendations include Village Engineer evaluation of:</p> <ul style="list-style-type: none"> <li>• fire flow requirements</li> <li>• current water system, storage facilities &amp; distribution system</li> <li>• identify alternatives for additional water supply funding &amp; grants i.e. new reservoir</li> </ul> <hr/> <p><b>Water Metering</b></p> <ul style="list-style-type: none"> <li>• Obtained additional information and approximate cost but business case not updated as waiting Metro Vancouver Report</li> </ul>

## Priority #8 – Operational Efficiency / Revenue Generation

Objective	Strategy	2019 Action Plan	2019 Results
Support and enhance operational efficiency and identify revenue generation options	Establish and implement bylaw changes, policy and procedures to support improved operational efficiencies and generation of new revenues	<p><b>Shared Resources /w Other Local Governments</b></p> <ul style="list-style-type: none"> <li>Work with other local governments to share information and resources, addressing common issues/works collectively when possible</li> </ul> <hr/> <p><b>Revenue Generation</b></p> <ul style="list-style-type: none"> <li>Council Committee to identify new opportunities for revenue</li> </ul>	<p>Ongoing</p> <hr/> <p><b>Revenue Generation Committee</b> Report to Council recommendations include:</p> <ul style="list-style-type: none"> <li>Bylaw and/or policy &amp; required actions to develop and sell Road Ends</li> <li>OCP Bylaw amendments as required</li> </ul>

## Priority #9 – Community Communication – Involvement & Advocacy

Objective	Strategy	2019 Action Plan	2019 Results
Residents actively involved in Village decision making leading to better, community understood and supported decisions	Pro-actively seek opportunities to involve and engage with residents.	<b>Pro-Active Communication</b> <ul style="list-style-type: none"> <li>• With residents: <ul style="list-style-type: none"> <li>- Mayor's Meetings</li> <li>- Town Halls</li> <li>- Council Meetings</li> <li>- New website</li> <li>- Group email messages to residents</li> </ul> </li> </ul>	Ongoing
	Open, transparent decision making.		
	Provide residents with required background information	<b>Council Committee(s) Formation:</b> <ul style="list-style-type: none"> <li>• Establish Council Committees consider/lead various community issue discussions, reporting back to Council</li> </ul>	<b>5 Council Committees appointed:</b> <ul style="list-style-type: none"> <li>• Belcarra Day Committee</li> <li>• Farrer Cove Committee</li> <li>• Revenue Generation Committee</li> <li>• Tree Committee</li> <li>• Water System Capacity for Fire Protection Committee</li> </ul>
		<b>Port Authority</b> <ul style="list-style-type: none"> <li>• Consider advocacy on behalf of community</li> </ul>	Ongoing
		<b>Designated Anchorage Area (DAA) Public Information Meeting</b>	Public meeting was held with Vancouver Fraser Port Authority representatives in attendance



## Priority #10 – Waste and Recycling Depot (WARD)

Objective	Strategy	2019 Action Plan	2019 Results
Efficient and Effective WARD Depot Operation that meets community needs	Review current operation and consider alternatives	<b>WARD Operations</b> <ul style="list-style-type: none"><li>• Review current operation and consider alternatives</li></ul>	Reviewed and improvements made

## RCMP Year in Review Village of Belcarra 2019

Below you will find a comparison for the calls for service in 2018 vs 2019. As you will see, the calls for service increased quite dramatically in 2019, however this is the result of a significant increase in vessel checks in comparison to previous years. Accounting for the change in vessel checks, the overall numbers are actually down in 2019 in part due to a significant drop in both Abandoned 911 calls and mail theft.



Total calls 2018: 139 – 5 = 134                      2019: 189 – 113 = 76

### Signal Crimes:

	2018	2019
• B&E - Business	1	1
• B&E - Residence	2	2
• B&E - Other	0	0
• Theft of Vehicles	0	0
• Robbery with Weapon	0	0
• Robbery Other	0	0



### Crime Stats Report:

	2018	2019
• Abandoned 911	47	11
• Theft from/of Mail	9	0
• Suspicious Per/Veh/Occ	8	5
• Unspecified Assistance	5	4
• Bylaws (all)	7	3
• False Alarms	4	1
• Traffic (all types)	6	6
• Mental Health	1	4

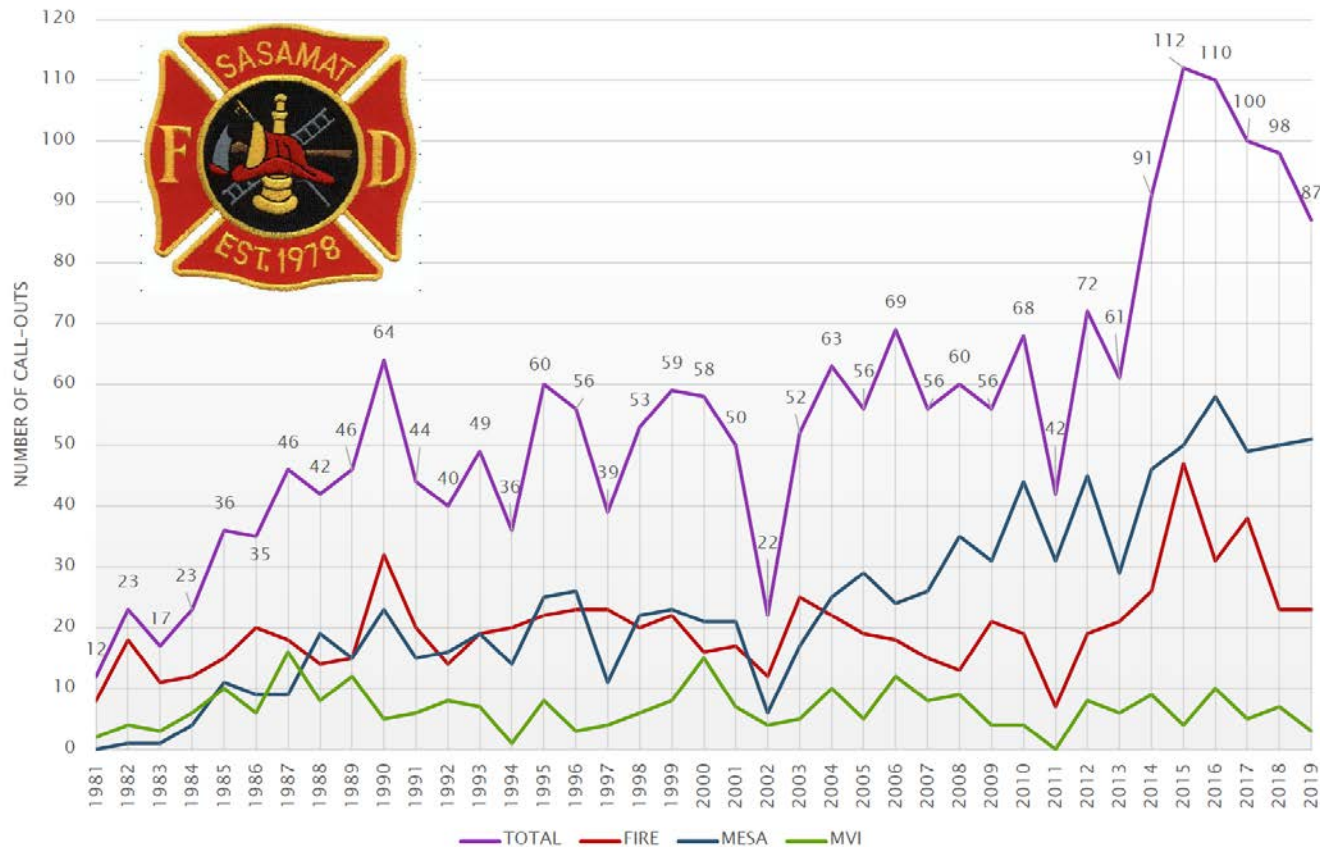


## 2019 Sasamat Volunteer Fire Department Call Out Statistics

The **SVFD** call-outs during 2019 were typical in distribution, and slightly lower than the average of 101 call-outs per year over the past five years (see graph):

- **Total Call-Outs** amounted to 87 during **2019**,  
distributed as follows: Anmore Village  
63 (72%)  
Belcarra Village 24 (28%)
- **Fire Calls (FIRE)** accounted  
for **23** call-outs  
**(26%)**: Anmore  
Village 17 (74%)  
Belcarra Village 6 (26%)
- **Medical Emergencies (MESA)** accounted  
for **51** call-outs **(59%)**: Anmore  
Village 35 (69%)  
Belcarra Village 16 (31%)
- **Motor Vehicle Incidents (MVI)** accounted  
for **3** call-outs **(3%)**: Anmore  
Village 2 (67%)  
Belcarra Village 1 (33%)
- **Other** (Misc.) accounted for  
**10** call-outs **(11%)**:  
Anmore Village 9  
(90%)  
Belcarra Village 1 (10%)

# Sasamat Volunteer Fire Department Call-Outs by Year and Type



39805668

June 17, 2020



# 2019 Audited Financial Statements



Financial Statements of

# **VILLAGE OF BELCARRA**

And Independent Auditors' Report thereon

Year ended December 31, 2019

## MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The accompanying financial statements of the Village of Belcarra ("Village") have been prepared by management in accordance with Canadian Public Sector Accounting Standards ("PSAS"). Preparation and fair presentation of the financial statements is the responsibility of the Village.

Village Council ensures management fulfills its responsibilities for financial reporting, budgeting and internal controls by approving bylaws and policies, reviewing variance reports and financial statements, and having discussions with the Village's auditors.

The audit firm of KPMG LLP, appointed by Council, has expressed its opinion that the financial statements prepared by management fairly present, in all material respects, the financial position of the Village as at December 31, 2019, and the results of 2019 operations in accordance with PSAS.

The Village maintains a system of internal and administrative controls designed to provide reliable and accurate financial information and to ensure assets of the Village are appropriately accounted for and adequately safeguarded. Expenditures and revenues are analyzed regularly by finance staff and updates are provided to Council at the end of the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> quarters, and as required.



\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Chief Administrative Officer



KPMG LLP  
PO Box 10426 777 Dunsmuir Street  
Vancouver BC V7Y 1K3  
Canada  
Telephone (604) 691-3000  
Fax (604) 691-3031

## INDEPENDENT AUDITORS' REPORT

To the Mayor and Councillors of the Village of Belcarra

### ***Opinion***

We have audited the financial statements of the Village of Belcarra (the "Village"), which comprise:

- the statement of financial position as at December 31, 2019
- the statement of operations for the year then ended
- the statement of changes in net debt for the year then ended
- the statement of cash flows for the year then ended
- and notes and schedules to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2019, and its results of operations, its changes in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### ***Basis for Opinion***

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## ***Responsibilities of Management and Those Charged with Governance for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

## ***Auditors' Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.





- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, stylized font. Below the signature is a horizontal line that starts under the 'K' and ends under the 'P'.

Chartered Professional Accountants

Vancouver, Canada

April 6, 2020

# VILLAGE OF BELCARRA

## Statement of Financial Position

December 31, 2019, with comparative information for 2018

	2019	2018
Financial assets:		
Cash	\$ 928,481	\$ 740,629
Investments (note 2)	983,653	959,426
Accounts receivable (note 3)	96,222	97,095
MFA debt reserve deposit (note 7)	54,311	53,075
	<u>2,062,667</u>	<u>1,850,225</u>
Liabilities:		
Accounts payable and accrued liabilities (note 4)	113,392	195,646
Performance bonds and refundable deposits (note 5)	236,655	245,256
Deferred revenue (note 6)	238,647	174,597
Debt (note 7)	3,590,915	3,727,134
	<u>4,179,609</u>	<u>4,342,633</u>
Net debt	(2,116,942)	(2,492,408)
Non-financial assets:		
Tangible capital assets (note 8)	11,068,888	11,312,692
Prepaid expenses	30,506	15,498
Inventories held for consumption	13,349	16,019
	<u>11,112,743</u>	<u>11,344,209</u>
Accumulated surplus (note 9)	\$ 8,995,801	\$ 8,851,801

Commitments and contingencies (note 10)  
Contractual rights (note 15)  
Subsequent events (note 17)

See accompanying notes and schedules to financial statements.

  
\_\_\_\_\_  
Lorna Dysart  
Chief Administrative Officer

# VILLAGE OF BELCARRA

## Statement of Operations

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget (Notes 1(h) and 16)	2019	2018
Revenue:			
Municipal property taxes	\$ 732,712	\$ 734,049	\$ 690,237
Water parcel taxes (note 14)	233,498	234,471	233,498
Grants in lieu of taxes	10,927	11,693	10,977
Fees and charges:			
Recycle and refuse fees	115,766	115,640	111,560
Water service fees	247,259	247,408	207,056
Water connection fees	9,000	37,995	8,115
Transfers from other governments, restricted	382,975	74,158	83,709
Transfers from other governments, unrestricted	309,300	370,649	312,263
Permits and licences	97,650	114,011	69,652
Interest income	27,100	36,380	33,117
Actuarial income on debt	28,300	29,574	24,356
Other revenues	17,144	50,871	18,287
	2,211,631	2,056,899	1,802,827
Expenses:			
General government	889,513	908,788	883,825
Transportation	357,536	376,506	374,063
Recycle and refuse	116,584	123,280	115,169
Water system	490,700	504,325	470,494
	1,854,333	1,912,899	1,843,551
Annual surplus (deficit)	357,298	144,000	(40,724)
Accumulated surplus, beginning of year	8,851,801	8,851,801	8,892,525
Accumulated surplus, end of year	\$ 9,209,099	\$ 8,995,801	\$ 8,851,801

See accompanying notes and schedules to financial statements.

# VILLAGE OF BELCARRA

## Statement of Changes in Net Debt

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget (Notes 1(h) and 16)	2019	2018
Annual surplus (deficit)	\$ 357,298	\$ 144,000	\$ (40,724)
Acquisition of tangible capital assets	(426,700)	(74,808)	(277,841)
Amortization of tangible capital assets	287,100	306,282	289,193
Loss on disposal of tangible capital assets	-	12,330	12,853
	217,698	387,804	(16,519)
Prepaid expenses acquired	-	(15,008)	(1,124)
Inventories held for consumption acquired	-	(13,349)	(16,019)
Inventories held for consumption consumed	-	16,019	21,910
Change in net debt	217,698	375,466	(11,752)
Net debt, beginning of year	(2,492,408)	(2,492,408)	(2,480,656)
Net debt, end of year	\$ (2,274,710)	\$ (2,116,942)	\$ (2,492,408)

See accompanying notes and schedules to financial statements.

# VILLAGE OF BELCARRA

## Statement of Cash Flows

Year ended December 31, 2019, with comparative information for 2018

	2019	2018
Cash provided by (used in):		
Operating activities:		
Annual deficit	\$ 144,000	\$ (40,724)
Items not involving cash:		
Amortization of tangible capital assets	306,282	289,193
Loss on disposal of tangible capital assets	12,330	12,853
Actuarial income on debt	(29,574)	(24,356)
	433,038	236,966
Changes in non-cash operating working capital:		
Decrease in accounts receivable	873	49,984
Increase in MFA debt reserve deposit	(1,236)	(1,130)
Increase (decrease) in accounts payable and accrued liabilities	(82,254)	74,940
Increase (decrease) in performance bonds and refundable deposits	(8,601)	18,986
Increase in deferred revenue	64,050	52,475
Increase in prepaid expenses	(15,008)	(1,124)
Decrease in inventories held for consumption	2,670	5,891
	393,532	436,988
Financing activity:		
Principal payments on debt	(106,645)	(106,645)
Investing activity:		
Decrease (increase) in investments	(24,227)	277,845
Capital activity:		
Acquisition of tangible capital assets	(74,808)	(277,841)
Increase in cash	187,852	330,347
Cash, beginning of year	740,629	410,282
Cash, end of year	\$ 928,481	\$ 740,629

See accompanying notes and schedules to financial statements.

# VILLAGE OF BELCARRA

## Notes to Financial Statements

Year ended December 31, 2019

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The Village of Belcarra (the "Village") is incorporated under the Local Government Act of British Columbia. The Village's principal activities include the provision of local government services to residents, businesses and visitors of the incorporated area.

### 1. Significant accounting policies:

The Village prepares its financial statements in accordance with Canadian Public Sector Accounting Standards as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada, including the following significant policies:

(a) Basis of presentation:

These financial statements present the resources and operations including all accounts and funds of the Village. All inter-fund transactions have been eliminated.

(b) Investments:

Investments are recorded at cost. When there has been a loss in value of the investment that is other than a temporary decline, the investment is written down and recognized as a loss in the statement of operations. Accrued interest is included in accounts receivable. Discounts and premiums arising on purchase are amortized on a straight-line basis over the period to maturity.

(c) Government transfers:

Restricted transfers from government are deferred and recognized as revenue as the related expenditures are incurred or the stipulations in the related agreement are met. Unrestricted transfers are recognized as revenue when received or receivable, provided the amount to be received can be reasonably estimated and collection is reasonably assured.

(d) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of goods and services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of tangible capital assets, excluding land, is amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful life - years
Buildings and facilities	15 to 50
Vehicles, machinery and equipment	2 to 20
Office furniture and equipment	5 to 10
Recycling depot	10 to 15
Roads and sidewalks	15 to 75
Storm sewer infrastructure	30 to 80
Water system infrastructure	10 to 100

# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 1. Significant accounting policies (continued):

### (e) Non-financial assets (continued):

#### (i) Tangible capital assets (continued):

Annual amortization is charged commencing when the asset is available for use. Assets under construction are not amortized until the asset is put into productive use.

When events or circumstances indicate that a tangible capital asset no longer has any long term service potential, the net carrying amount is written down to the residual value of the asset. No write-downs were determined to be necessary during the current year.

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

#### (ii) Natural resources, works of arts, and cultural and historic assets:

Natural resources, works of arts, and cultural and historic assets are not recorded as assets in these financial statements.

#### (iii) Interest capitalization:

The Village does not capitalize interest costs associated with the acquisition or construction of tangible capital assets.

#### (iv) Leased tangible capital assets:

Leases that transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

#### (v) Inventories held for consumption:

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost.

### (f) Revenue recognition:

Revenue is recognized when it is earned and measurable. Unearned amounts are reported on the statement of financial position as deferred revenue, performance bonds, or deposits.

Annual taxation revenues are recognized in the year they are levied, calculated using the approved tax rates in the annual tax rates bylaw.

Property taxes imposed by other taxing authorities are excluded from the Village's taxation revenue.



# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 1. Significant accounting policies (continued):

### (g) Expense recognition:

Expenses are recorded on the accrual basis and are recognized upon the receipt of goods or services. Interest expense on debt is recorded on an accrual basis in accounts payable and accrued liabilities.

### (h) Budget reporting:

The budget figures reported in the statement of operations and statement of changes in net debt represent the 2019 component of Financial Plan (2019-2023) Bylaw, 2019, No. 531 adopted by the Village Council on March 11, 2019.

### (i) Debt:

Debt is recorded net of related sinking fund balance held by the Municipal Finance Authority of BC ("MFA").

### (j) Employee future benefits:

The Village and its employees make contributions to the Municipal Pension Plan. The Municipal Pension Plan is a multi-employer contributory defined benefit pension plan. These contributions are expensed as incurred.

The Village also accrues sick leave. The liability relating to these benefits is actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The liability under this benefit plan is accrued based on projected benefits as the employees render services necessary to earn the future benefits.

### (k) Use of accounting estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates. Significant areas requiring the use of management estimates relate to the determination of the useful lives of tangible capital assets for amortization, valuation of receivables, valuation of accrued sick and other post-employment benefits and provision for contingencies. Adjustments, if any, will be reflected in the financial statements in the period of settlement or change in the amount of the estimate.

### (l) Segment disclosures:

A segment is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately report financial information to achieve the objectives of the standard. The Village has provided definitions of segments as well as presented financial information in segmented format (note 18).

# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 1. Significant accounting policies (continued):

### (m) Contaminated sites:

Contaminated sites are a result of contamination being introduced into air, soil, water, or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. A liability for contaminated sites is recognized net of any expected recoveries when a site is not in productive use and the following criteria are met:

- (i) An environmental standard exists;
- (ii) Contamination exceeds the environmental standard;
- (iii) The Village is directly responsible or accepts responsibility;
- (iv) It is expected that future economic benefits will be given up; and
- (v) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site. The Village has no liability for contaminated sites as at year-end.

## 2. Investments:

	2019	2018
MFA short-term bond fund	\$ 983,653	\$ 959,426

The market value of investments as at December 31, 2019 is \$966,427 (2018 - \$936,961).

## 3. Accounts receivable:

	2019	2018
Municipal property taxes and user fees	\$ 14,970	\$ 31,755
Trade accounts receivable	51,790	28,989
Goods and services tax	29,462	36,351
	\$ 96,222	\$ 97,095

## 4. Accounts payable and accrued liabilities:

	2019	2018
Trade accounts payables and accruals	\$ 45,208	\$ 132,923
MFA debt interest expense accrual	31,053	31,053
Payroll accrual	37,131	31,670
	\$ 113,392	\$ 195,646

# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 5. Performance bonds and refundable deposits:

	2019	2018
Performance bonds	\$ 231,331	\$ 239,807
Refundable deposits	5,324	5,449
	<u>\$ 236,655</u>	<u>\$ 245,256</u>

## 6. Deferred revenue:

	Balance, beginning of year	Contributions received	Restricted interest income	Revenue recognized	Balance, end of year
Municipal Insurance Association	\$ 2,000	\$ -	\$ -	\$ (1,672)	\$ 328
Major road network grant (a)	67,474	110,000	3,694	(58,593)	122,575
Property taxes paid in advance (b)	105,123	239,656	489	(229,524)	115,744
	<u>\$ 174,597</u>	<u>\$ 349,656</u>	<u>\$ 4,183</u>	<u>\$ (289,789)</u>	<u>\$ 238,647</u>

### (a) Major road network ("MRN") grant:

Annually, the Village receives a grant from the South Coast British Columbia Transportation ("TransLink") intended to cover the operating and maintenance costs of Bedwell Bay Road as it is designated as part of the MRN. Grants received in excess of actual costs incurred are carried forward for future years.

### (b) Property taxes paid in advance:

Property tax overpayments and advance payments by property owners who choose to participate in the Village's tax prepayment plan are carried forward for future years.

# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 7. Debt:

The Village obtained a debt instrument through the MFA pursuant to a security issuing bylaw under authority of the Community Charter to finance capital expenditures for the installation of a potable water system serving most of the Village. Principal payments and actuarial income included in sinking fund assets managed by MFA are netted against related the debt. Details are as follows:

Bylaw number	Maturity date	Interest rate	Authorized	Principle Payments and actuarial adjustments	2019	2018
413	2037	2.90%	\$ 4,441,330	\$ 850,415	\$3,590,915	\$3,727,134

Total interest expense on the debt for the year was \$128,799 (2018 - \$128,799).

As a condition of this borrowing, a portion of the debt proceeds is withheld by the MFA in a debt reserve deposit. The Village has also executed a demand note in connection with the debt. This demand note is contingent in nature and is not reflected in the Village's accounts. The details of the debt reserve deposit and contingent demand note at December 31 are as follows:

	2019	2018
Debt reserve deposit	\$ 54,311	\$ 53,075
Demand note	73,309	73,309

Future principal payments and actuarial income on the sinking fund asset, on the outstanding debt over the next five years and thereafter are as follows:

2020	\$ 140,338
2021	145,951
2022	151,789
2023	157,861
2024	164,175
Future years	2,830,801
	<b>\$ 3,590,915</b>

The Village has a revolving credit facility of \$230,000, payable on demand, bearing interest at the lender's prime rate of interest per annum and is not collateralized. The revolving credit facility was unused as at December 31, 2019 and 2018.

# VILLAGE OF BELCARRA

## Notes to Financial Statements

Year ended December 31, 2019

### 8. Tangible capital assets:

	Land	Buildings and facilities	Vehicle machinery & equipment	Office furniture & equipment	Recycling depot	Road and sidewalks	Storm sewer infrastructure	Water system infrastructure	Assets under construction	2019 Total	2018 Total
Cost:											
Opening balance	\$ 329,318	\$ 471,441	\$ 394,367	\$ 119,909	\$ 157,190	\$ 2,667,995	\$ 343,526	\$ 9,682,708	\$ 36,056	\$ 14,202,510	\$ 13,951,346
Add: Additions, net of transfers	-	23,932	-	13,735	-	30,450	8,620	9,128	(11,057)	74,808	277,841
Less: Disposals	-	-	-	-	-	-	-	-	(12,330)	(12,330)	(26,677)
	329,318	495,373	394,367	133,644	157,190	2,698,445	352,146	9,691,836	12,669	14,264,988	14,202,510
Accumulated amortization:											
Opening balance	-	198,083	211,958	60,248	70,674	876,671	288,190	1,183,994	-	2,889,818	2,614,449
Add: Amortization	-	17,726	18,500	19,075	7,353	74,919	9,520	159,189	-	306,282	289,193
Less: Accumulated amortization on disposals	-	-	-	-	-	-	-	-	-	-	(13,824)
	-	215,809	230,458	79,323	78,027	951,590	297,710	1,343,183	-	3,196,100	2,889,818
Net book value, end of year	\$ 329,318	\$ 279,564	\$ 163,909	\$- 54,321	\$ 79,163	\$ 1,746,855	\$ 54,436	\$ 8,348,653	\$ 12,669	\$ 11,068,888	\$ 11,312,692

# VILLAGE OF BELCARRA

## Notes to Financial Statements

Year ended December 31, 2019

### 9. Accumulated surplus:

	General fund	Waste and Recycle Depot fund	Water fund	2019 Total	2018 Total
Reserves (a)	\$ 1,085,762	\$ -	\$ 78,955	\$ 1,164,717	\$ 975,630
Unappropriated surplus (b)	257,339	52,648	29,775	339,762	274,594
	1,343,101	52,648	108,730	1,504,479	1,250,224
Investment in tangible capital assets and inventories (c)	2,654,421	79,163	4,757,738	7,491,322	7,601,577
	\$ 3,997,552	\$ 131,811	\$ 4,866,468	\$ 8,995,801	\$ 8,851,801

#### (a) Reserves:

The Village establishes reserve funds by bylaw in accordance with the Community Charter and their use is restricted by the related bylaw and legislation. In the normal course of operations, these funds will be used to finance the future services or capital works for which they have been appropriated.

	General fund	Waste and Recycle Depot fund	Water fund	2019 Total	2018 Total
Operating	\$ 88,353	\$ -	\$ -	\$ 88,353	\$ 125,507
Capital	590,476	-	-	590,476	491,060
Community works					
gas tax	406,933	-	-	406,933	279,398
MFA cash deposit	-	-	54,311	54,311	53,075
Water debt repayment	-	-	24,644	24,644	26,590
	\$ 1,085,762	\$ -	\$ 78,955	\$ 1,164,717	\$ 975,630

#### (b) Unappropriated surplus:

Unappropriated surplus is the amount of accumulated surplus remaining after deducting the appropriated surplus balances. It is available to temporarily finance operations until planned revenues (i.e. property taxes, fees, grants etc.) are received, or for other operating or capital purposes as determined by Council, to the extent that it is available.

# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 9. Accumulated surplus (continued):

### (c) Investment in tangible capital assets and inventories:

Investment in tangible capital assets and inventories is equal to the book value of the tangible capital assets and inventories held for consumption less related debt. In the normal course of operations, tangible capital assets and inventories held for consumption will not be available to finance operations, but will be consumed to provide services, and the debt will be repaid by future period revenues.

	2018	2018
Tangible capital assets	\$ 11,068,888	\$ 11,312,692
Inventories held for consumption	13,349	16,019
	11,082,237	11,358,807
Deduct: Debt	(3,590,915)	(3,727,134)
	\$ 7,491,322	\$ 7,601,577

## 10. Commitments and contingencies:

### (a) Contingent liability:

The loan agreements with the Greater Vancouver Regional District ("GVRD"), Greater Vancouver Water District ("GVWD"), Greater Vancouver Sewerage and Drainage District ("GVWSDD"), and the MFA provide that, if at any time the scheduled payments provided for in the agreements are not sufficient to meet the MFA's obligations in respect of such borrowing, the resulting deficiency becomes a joint and several liability of the Village and the other parties. Management does not consider payment under this contingency to be likely and therefore no liability has been recorded.

### (b) Third party claims:

There is a lawsuit and claim pending by and against the Village. The outcome of this claim is undeterminable and it is the opinion of management that final determination of this claim will not materially affect the financial statements of the Village.

## 11. Pension plan:

The Village and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2018, the plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local governments.



# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 11. Pension plan (continued):

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The Village paid \$30,390 (2018 – \$29,679) for employer contributions to the plan in fiscal 2019.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

## 12. Employee future benefits:

The Village provides certain post-employment benefits, compensated absences, and termination benefits to its employees. These benefits include accumulated non-vested sick leave. Accrued benefit liability is included in accounts payable and accrued liabilities.

	2019	2018
Accrued benefit obligation, beginning of year	\$ 14,300	\$ 11,100
Current service cost	2,500	2,800
Interest cost	400	400
Benefits paid	(3,700)	-
Accrued benefit obligation, end of year	13,500	14,300
Unamortized actuarial (loss) gain	-	-
Accrued benefit liability, end of year	\$ 13,500	\$ 14,300

Actuarial gains and losses are amortized over the expected average remaining service period of the related employee group commencing the year after the gain or loss arises. A full update to the actuarial valuation of the accrued benefit liability was performed to determine the Village's accrued benefit obligation as at December 31, 2017 and extrapolated to December 31, 2019.

# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 12. Employee future benefits (continued):

Actuarial assumptions used to determine the Village's accrued benefit obligation are as follows:

	2019	2018
Discount rate	2.8%	2.8%
Expected future inflation rate	2.5%	2.5%
Expected wage and salary range increases	2.0%	2.0%
Expected average remaining service period	6 years	6 years

## 13. Collections for other governments:

The Village collects certain taxation revenue on behalf of other government bodies. These funds are excluded from the Village's financial statements as they are not revenue of the Village. Such taxes collected and remitted to other government bodies during the year are as follows:

	2019	2018
Province of British Columbia - school tax	\$ 959,617	\$ 800,731
TransLink	147,128	143,313
Metro Vancouver	142,056	143,438
Police tax	93,382	98,309
BC Assessment and MFA	26,119	27,387
	\$ 1,368,302	\$ 1,213,178

## 14. Water parcel taxes:

Water parcel taxes are collected each year to pay the annual interest and principal debt payments on debt incurred by the Village for the potable water system construction project. The water parcel tax commenced with the first debt payment requirement in 2013, and will continue for the twenty-five year term of the related debt (note 7), provided the debt is not otherwise repaid.

The water parcel charge is charged to all taxable parcels that benefit from the construction of the potable water system, with the exception of those parcels that have paid the water parcel charge in full, as defined in the Village of Belcarra Water Supply and Distribution Local Area Service No. 1 Establishment and Loan Authorization Bylaw No. 413, 2008.

## 15. Contractual rights:

The Village's contractual rights arise from rights to receive payments under grant and other agreements. However, the revenue from these agreements is difficult to quantify and has not been recorded.

# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 16. Budget:

Legislatively, the budget must balance planned revenue sources with planned expenditures or use of funds (referred to as the balanced budget requirement). The table below demonstrates how the legislative requirement for a balanced budget has been met.

	2019 Budget	2019	2018
Annual surplus (deficit), statement of operations	\$ 357,298	\$ 144,000	\$ (40,724)
Adjustments for non-cash items:			
Add back: Amortization of tangible capital asset	287,100	306,282	289,193
Add back: Loss on disposal of tangible capital assets	-	12,330	12,853
Add back: Inventory consumed	-	16,019	21,910
Deduct: Inventory acquired	-	(13,349)	(16,019)
Deduct: Actuarial income on debt	(28,300)	(29,574)	(24,356)
Adjustments for cash items that are not revenues or expenses, but are sources or uses of funds:			
Less: capital expenditures	(426,700)	(74,808)	(277,841)
Less: debt principal repayment	(106,645)	(106,645)	(106,645)
Net transfers for operating or capital purposes:			
From (to) reserves	(116,282)	(222,512)	21,169
From surplus	33,529	(31,743)	120,460
	\$ -	\$ -	\$ -

## 17. Subsequent events:

Subsequent to December 31, 2019, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This situation presents uncertainty over the Village's future cash flows, and may have a significant impact on the Village's future operations. Potential impacts on the Village's business could include future decreases in revenue, and delays in completing capital project work. As the situation is dynamic and the ultimate duration and magnitude of the impact on the economy are not known, an estimate of the financial effect on the Village is not practicable at this time.

# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 18. Segment reporting:

The Village is a diversified municipal government that provides a variety of services to its citizens such as community planning & development, roads transportation network, refuse and recycling collection and disposal, and potable water services. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass, and financial information are as follows:

### **General Fund – General Government and Transportation.**

General Government – Services provided to operate the Village government such as: finance and administrative services (property taxation administration and collection, human resources, reception, records management, legal, audit, information systems support, etc.), mayor and council support and expenses, community events and grants, services necessary to operate and maintain the Municipal Hall and the Public Works Yard, bylaw development, administration and enforcement and services provided to update and maintain the Official Community Plan, Zoning Bylaw and related documents and bylaws, and building and other related inspections and approvals.

Transportation – These services comprise the Public Works department that provides a number of services including maintenance of the road and drainage/storm sewer networks, snow removal, and trail maintenance.

**Waste and Recycle Depot Fund** – This segment provides refuse and recycling collection (by resident drop-off) and disposal of refuse and various recyclable materials.

**Water Fund** – This segment provides potable water services to the community.

# VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 18. Segment reporting (continued):

	General Fund (Schedule 1)		Waste and Recycle Depot Fund (Schedule 2)	Water Fund (Schedule 3)	2019	2018
	General Government	Transportation				
Revenue:						
Municipal property taxes	\$ 734,049	\$ -	\$ -	\$ -	\$ 734,049	\$ 690,237
Water parcel taxes	-	-	-	234,471	234,471	233,498
Grants in lieu of taxes	11,693	-	-	-	11,693	10,977
Fees and charges:						
Recycle and refuse fees	-	-	115,640	-	115,640	111,560
Water service fees	-	-	-	247,408	247,408	207,056
Water connection fees	-	-	-	37,995	37,995	8,115
Transfers from other governments	375,721	69,086	-	-	444,807	395,972
Permits and planning fees	113,911	-	100	-	114,011	69,537
Interest income and other revenues	86,015	-	-	1,236	87,251	51,519
Actuarial income on debt	-	-	-	29,574	29,574	24,356
	1,321,389	69,086	115,740	550,684	2,056,899	1,802,827
Expenses:						
Salaries, wages and benefits	398,119	158,739	52,053	104,010	712,921	714,085
Contracted services	316,561	-	57,526	76,618	450,705	426,612
Supplies and other	129,287	130,518	6,348	35,709	301,862	272,009
Interest on debt	-	-	-	128,799	128,799	128,799
Amortization	64,821	74,919	7,353	159,189	306,282	289,193
Loss on disposal of tangible capital assets	-	12,330	-	-	12,330	12,853
	908,788	376,506	123,280	504,325	1,912,899	1,843,551
Annual surplus (deficit)	\$ 412,601	\$ (307,420)	\$ (7,540)	\$ 46,359	\$ 144,000	\$ (40,724)

# VILLAGE OF BELCARRA

## Schedule 1 - General Fund

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget	2019	2018
Revenue:			
Municipal property taxes	\$ 732,712	\$ 734,049	\$ 690,237
Grants in lieu of taxes	10,927	11,693	10,977
Major Road Network operating transfer	76,975	58,594	56,389
Major Road Network capital transfer	241,000	10,492	15,870
Other conditional grants	65,000	5,072	11,450
Small Community Investment Fund transfer	252,000	253,058	251,678
Community Works Fund transfer	54,500	114,196	57,147
Other transfer	2,800	3,395	3,438
Building permits	81,600	67,108	55,691
Other permits and licences	16,000	46,803	13,846
Interest income	25,000	35,144	30,883
Fees and charges	17,144	50,871	18,287
	1,575,658	1,390,475	1,215,893
Expenses:			
General government:			
Council indemnities and benefits	66,666	66,961	63,455
Council other	8,062	7,104	10,534
Election	-	-	27,497
Grants and projects	17,313	16,552	20,925
Salaries and benefits	297,928	326,783	301,229
Human resources	24,378	18,605	20,678
Information systems	38,743	44,906	42,580
Legal	17,170	28,025	40,564
Audit	16,700	16,500	15,612
Municipal hall	89,622	98,583	81,190
Planning	110,000	79,299	115,009
Support services	153,788	147,831	121,689
Interest and bank charges	5,700	5,050	4,279
Other	650	1,998	(4,269)
Administration allocation recovery	(12,667)	(14,230)	(13,463)
Amortization of tangible capital assets	55,460	64,821	26,878
Loss on disposal of tangible capital assets	-	-	9,438
	889,513	908,788	883,825
Transportation:			
Non-major road network:			
Salaries and benefits	298,601	318,939	291,211
Vehicles, equipment and supplies	35,529	34,371	30,363
Public works allocation recovery	(152,264)	(160,200)	(144,567)
Roads, bridges etc. (contracts)	23,473	24,390	37,427
Trails and public spaces	7,991	4,216	4,126
Major road network	76,974	58,593	56,389
Fire protection and emergency preparedness	4,692	8,948	2,836
Amortization of tangible capital assets	62,540	74,919	92,863
Loss on disposal of tangible capital assets	-	12,330	3,415
	357,536	376,506	374,063
	1,247,049	1,285,294	1,257,888
Annual surplus (deficit)	\$ 328,609	\$ 105,181	\$ (41,995)

# VILLAGE OF BELCARRA

## Schedule 2 - Waste and Recycle Depot Fund

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget	2019	2018
Revenue:			
Recycling and refuse fee	\$ 115,766	\$ 115,640	\$ 111,560
Permits and licences	50	100	115
Interest income	700	-	1,104
	116,516	115,740	112,779
Expenses:			
Recycle and refuse:			
Public works allocation	27,372	28,154	25,883
Utilities	1,000	707	1,008
Depot attendants	18,862	23,899	19,752
Curbside chipping	2,700	1,400	4,981
Materials and equipment	3,750	5,641	3,502
Processing and hauling fees	52,800	56,126	50,139
	106,484	115,927	105,265
Amortization of tangible capital assets	10,100	7,353	9,904
	116,584	123,280	115,169
Annual deficit	\$ (68)	\$ (7,540)	\$ (2,390)



# VILLAGE OF BELCARRA

## Schedule 3 - Water Fund

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget	2019	2018
Revenue:			
Water service fees	\$ 247,259	\$ 247,408	\$ 207,056
Water parcel taxes	233,498	234,471	233,498
Water connection fees	9,000	37,995	8,115
Actuarial income on debt	28,300	29,574	24,356
Interest	1,400	1,236	1,130
	519,457	550,684	474,155
Expenses:			
Water system:			
Administration allocation	12,667	14,230	13,463
Water purchases from GVWD	74,675	75,293	67,491
Environmental monitoring & VPA lease	277	1,325	566
Public works allocation	81,556	89,780	77,872
Utilities	6,600	6,616	6,154
Water mains repair and maintenance	5,000	-	151
Station repair and maintenance	6,071	3,923	6,742
Reservoir repair and maintenance	1,545	8,295	-
Scada system	3,766	4,739	2,474
Materials and equipment	10,743	12,136	7,234
Debt interest expense	128,800	128,799	128,799
	331,700	345,136	310,946
Amortization of tangible capital assets	159,000	159,189	159,548
	490,700	504,325	470,494
Annual surplus	\$ 28,757	\$ 46,359	\$ 3,661