



**VILLAGE OF BELCARRA
REGULAR COUNCIL AGENDA
VIA ZOOM
June 21, 2021
7:00 PM**



This meeting is being held via Zoom Teleconference and will be recorded.

Meeting details as follows:

Click link to join meeting: <https://zoom.us/j/94448951630> Meeting ID: 944 4895 1630

COUNCIL

Mayor Jamie Ross
Councillor Carolina Clark
Councillor Bruce Drake
Councillor John Snell
Councillor Liisa Wilder

1. CALL TO ORDER

Mayor Ross will call the meeting to order.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, June 21, 2021

Recommendation:

That the agenda for the Regular Council Meeting, June 21, 2021 be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, June 7, 2021

Recommendation:

That the minutes from the Regular Council Meeting held June 7, 2021 be adopted.

4. DELEGATIONS AND PRESENTATIONS

4.1 Ali Tejpar, Project Manager, Imperial Oil, and Lesley Cabott, Engagement Specialist, Stantec, presentation regarding Imperial Sasamat Lake Dam Project

Recommendation:

That the presentation provided by Ali Tejpar, Project Manager, Imperial Oil, and Lesley Cabott, Engagement Specialist, Stantec, regarding Imperial Sasamat Lake Dam Project be received for information.

5. REPORTS

5.1 Lorna Dysart, Chief Administrative Officer, verbal report, Introduction of Ali Sunderani, New Public Works & Utilities Maintenance Worker / Water Operator

- 5.2** Ken Bjorgaard, Financial Consultant, report dated June 21, 2021, regarding the Statement of Financial Information (SOFI) Report

Recommendation:

That the Village of Belcarra 2020 Statement of Financial Information (SOFI) report be approved; and

That the Mayor and Chief Administrative Officer be authorized to sign off on the applicable statements within the SOFI report.

- 5.3** Lorna Dysart, Chief Administrative Officer, verbal report regarding the 2020 Annual Report

Recommendation:

That the Village of Belcarra 2020 Annual Report be received for information.

- 5.4** Lorna Dysart, Chief Administrative Officer, report dated June 21, 2021, regarding 5220 Coombe Lane Development Variance Permit

Recommendation:

That Council consider Development Variance Permit 2021-01 for 5220 Coombe Lane to relax zoning regulations to construct an Accessory Coach House on the property; and

That a Public Meeting be held in conjunction with the Regular Council meeting scheduled for July 5, 2021, via Zoom.

- 5.5** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated June 21, 2021, regarding the 2020 Drinking Water Quality Annual Report

Recommendation:

That the 2020 Drinking Water Quality Annual Report be received for information.

6. REPORTS FROM MAYOR AND PROJECT LEADS

Mayor's Report

- 6.1 Metro Vancouver Mayors COVID19 Immunization Challenge**

- 6.2 TransLink**

- Consultation
- Seasonal Park Service Increases

- 6.3 Crossroads Hospice Society – Virtual Hike for Hospice 2021**

- 6.4 Water Committee Update**

6.3 Notice of Motion – Councillor Drake

Notice of Motion:

“That Council Procedure Bylaw No. 356, 2004, Section 12, be amended to add the following:

“(6) Public Question Period:

That Public Question Period not be limited to questions or comments related to topics on the Council meeting agenda; and

That questions from the Council meeting agenda be addressed first, followed by questions on other topics; and

That when a Council meeting is held virtually, the full name and image of the person asking a question must be visible; and

That a maximum of 2 minutes be allowed for each question; and

That a maximum of 20 minutes be allowed for Public Question Period with completion by 11:00 pm, as per Council Procedure Bylaw No. 356, 2004, Section 20.”

7. BYLAWS

No items.

8. CORRESPONDENCE/PROCLAMATIONS

Recommendation:

That correspondence items 8.1 to 8.5 be received.

ACTION ITEMS

No items.

INFORMATION ITEMS

- 8.1** Kelly Kenney, Corporate Officer, City of Langley, letter dated June 4, 2021, to Tamara Jansen, MP, Cloverdale – Langley City, regarding Support for 988 Suicide and Crisis Line Initiative
- 8.2** Leslie Kellett, Legislative Coordinator, City of Prince George, email dated June 2, 2021, regarding City of Prince George Council 2021 UBCM Resolutions
- 8.3** Brad West, Mayor, City of Port Coquitlam, letter dated June 9, 2021, regarding the City of Port Coquitlam 2020 Annual Report (full report available at the Village office)
- 8.4** Bill Dingwall, Mayor, City of Pitt Meadows, letter dated June 14, 2021, to Honourable Marc Dalton, Member of Parliament and Honourable Lisa Beare, Member of the Legislative Assembly, regarding Truth and Reconciliation Commission's Call to Action 75
- 8.5** Cindy Graves, Corporate Officer, Township of Spallumcheen, letter dated June 11, 2021, to BC Hydro regarding Residential Rate Review

9. NEW BUSINESS

10. PUBLIC QUESTION PERIOD

11. ADJOURNMENT

Recommendation:

That the June 21, 2021 Regular Meeting be adjourned.



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
Via Zoom
June 7, 2021**



This meeting was held via Zoom Teleconference and was recorded.

Council in Attendance

Mayor Jamie Ross
Councillor Carolina Clark
Councillor Bruce Drake
Councillor John Snell
Councillor Liisa Wilder

Staff in Attendance

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

Others in Attendance

Corporal Neil Roemer, Coquitlam RCMP

1. CALL TO ORDER

Mayor Ross called the meeting to order at 7:01 pm.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, June 7, 2021

Moved by: Councillor Clark
Seconded by: Councillor Drake

That the agenda for the Regular Council Meeting, June 7, 2021 be revised by:

Adding Item 5.4 Lorna Dysart, Chief Administrative Officer, verbal report regarding Update Strategic Planning Priorities; and

That Item 8.4 Colleen MacDonald for HUB Cycling TriCities, letter dated May 27, 2021 to Port Moody Mayor & Council regarding Sasamat Greenway – Safe Active Transportation Corridor, be moved to an Action Item; and

That under Item 9, Councillor Drake will bring forward a Notice of Motion; and

That the agenda be approved as amended.

CARRIED

3. ADOPTION OF MINUTES**3.1 Regular Council Meeting, May 25, 2021**

Moved by: Councillor Clark

Seconded by: Councillor Snell

That the minutes from the Regular Council Meeting held May 25, 2021 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

Mayor Ross welcomed Corporal Roemer, Coquitlam RCMP, to the meeting.

4.1 Corporal Neil Roemer, RCMP, regarding RCMP 2020 Belcarra Annual Report Update

Corporal Roemer gave an overview of Statistics from the 2020 RCMP Annual Report. He noted that Belcarra is a safe community and that most of the more serious criminal offences were related to park visitors or particular addresses in the community.

Council discussed various aspects of the information provided.

Mayor Ross thanked Corporal Roemer for his presentation and the information provided. He expressed appreciation for Corporal Roemer, Constable Zach Jenkins and Constable Doug Burton for the service they provide to the Village.

7:21 pm Mayor Ross declared a Conflict of Interest and recused himself from the Council meeting noting that he was not entitled to participate in the discussion of the matter, or to vote on the matter, because of a direct pecuniary interest in the matter. He is a member of a Group Wharf Association that is the subject of a legal action.

Deputy Mayor Drake assumed the Chair.

5. REPORTS**5.1 Lorna Dysart, Chief Administrative Officer, report dated June 7, 2021 regarding E. Shoolestani Request – 3762 Marine Avenue**

L. Dysart provided background on the property and noted that the purpose of the report was to provide information regarding a delegation requesting access to an existing stone wall platform across municipal Right of Way property at 3762 Marine Avenue. In order for Council to consider public access, the proponent would be required to provide information which will include a report from a professional engineer, an environmental specialist and the Vancouver Fraser Port Authority. All costs would be borne by the proponent

Council asked pertinent questions. Discussion ensued with resident input.

Moved by: Councillor Snell

Seconded by: Councillor Clark

That the report dated June 7, 2021, regarding a request from E. Shoolestani for access to an existing stone wall platform be tabled until an opportunity is provided for the proponent to reply to a written request from the Village, outlining the conditions required to accommodate the feasibility of the request to build an access to the stone wall platform including:

- Reports from a professional engineer and an environmental specialist and the Vancouver Fraser Port Authority; and

That all costs to be borne by the proponent; and

That the Chief Administrative Officer write a letter to E. Shoolestani outlining the requirements to determine the feasibility of the requested access.

CARRIED

8:37 pm Recess called.

8:45 pm The meeting resumed.

Mayor Ross returned to the meeting and assumed the Chair.

- 5.2** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated June 7, 2021 regarding Resident Query Regarding Parking Regulations & Enforcement
S. Novak outlined the report. Discussion ensued.

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the report dated June 7, 2021 regarding clarification of the Traffic and Parking Regulation, Bylaw 518, 2018 relating to parking, be received for information.

CARRIED

- 5.3** Lorna Dysart, Chief Administrative Officer, verbal report regarding Village of Belcarra Noise Control Bylaw, No. 586, 2021

L. Dysart provided a report regarding the Noise Control Bylaw and noted that the existing bylaw was adopted in 1981.

Discussion ensued with regard to the Strategic Plan Priorities.

Moved by: Councillor Snell

Seconded by: Councillor Wilder

That Village of Belcarra Noise Control Bylaw No. 586, 2021 and Fees & Charges Bylaw No. 517, 2018, Amendment Bylaw No. 587, 2021, be postponed until the next Council Strategic Planning session.

CARRIED

5.4 Lorna Dysart, Chief Administrative Officer, verbal report regarding Update Strategic Planning Priorities

L. Dysart outlined the Update on Strategic Planning Priorities and noted that staff and Council also have statutory regulations deadlines.

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That the Update on Strategic Planning Priorities report be received for information.

CARRIED

6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES

Mayor's Reports

6.1 Metro Vancouver Mayors COVID19 Immunization Challenge

Mayor Ross provided an update on the Metro Vancouver Mayors COVID19 Immunization Challenge. He advised that the Village has attained a 75% vaccination level which is an important milestone in the fight against COVID19. Mayor Ross thanked residents who have been immunized and congratulated those who have already received their second shot.

6.2 Lowering of the Flag at the Village Hall

Mayor Ross reported that the flag at the Village Hall was lowered to half mast as a sign of respect for the 215 Indigenous children recently discovered buried at the Kamloops residential school site. He noted that it is a heartbreaking situation and that the Village stands in support of Indigenous people.

Councillor Clark

6.3 Belcarra Park Update

Councillor Clark advised that a security company has been hired to patrol the park at night, as there is no longer a caretaker in Belcarra Park.

6.4 Parking Bylaw Enforcement – Public Information Meeting

Councillor Clark advised that Public Information Meeting on Parking will be held at the end of the summer season. She noted that pay parking has impacted parking enforcement in the Village as there are fewer infractions.

7. BYLAWS

No items.

8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Snell

Seconded by: Councillor Drake

That correspondence items 8.1 to 8.3 and 8.5 to 8.9 be received.

CARRIED

ACTION ITEMS

This item was moved to an Action Item.

- 8.4** Colleen MacDonald for HUB Cycling TriCities, letter dated May 27, 2021 to Port Moody Mayor & Council regarding Sasamat Greenway – Safe Active Transportation Corridor

Councillor Snell requested that a letter of support be written to the Mayor & Council of Port Moody to support Belcarra resident the HUB Cycling TriCities Sasamat Greenway initiative.

Moved by: Councillor Snell

Seconded by: Councillor Wilder

That a letter of support be written to Mayor & Council of Port Moody, for the Sasamat Greenway – Safe Active Transportation Corridor letter dated May 27, 2021, from Colleen MacDonald for HUB Cycling TriCities.

CARRIED

INFORMATION ITEMS

- 8.1** Kerri Palmer Isaak, School Trustee, School District 43 (Coquitlam), newsletter dated May / June 2021 regarding Community Update – Anmore, Belcarra
- 8.2** Brian Frenkel, UBCM President, letter dated May 21, 2021 regarding Gas Tax Agreement Community Works Fund Payment
- 8.3** SaveAnmore.ca, letter dated May 26, 2021 to Mayor & Council, Village of Anmore regarding Village of Anmore Proposal to Designate Anmore South Lands as Urban
- 8.5** Sherry Chisholm, Belcarra Resident, letter dated May 27, 2021 regarding Council Meeting Question Period
- 8.6** Fred Haynes, Mayor, District of Saanich, letter dated June 1, 2021 regarding British Columbia Climate Action Revenue Incentive Program (CARIP) Ending (full report available at the Village office)
- 8.7** Esmail Shoolestani, Belcarra Resident, email dated June 1, 2021 regarding Letter to Council + Action Item for Council Meeting on Monday, June 7, 2021
- 8.8** Klaus Bever, Belcarra Resident, email dated June 2, 2021 regarding Noise Bylaw / Tabling
- 8.9** Dzifa Dravi, Project Coordinator, Funding, Municipal Asset Management Program, Federation of Canadian Municipalities (FCM), email dated May 7, 2021 regarding Integrated Asset Management / Long-Term Financial Plan

9. NEW BUSINESS**9.1 Notice of Motion**

Councillor Drake provided the following Notice of Motion:

"That Council Procedure Bylaw No. 356, 2004, Section 12, be amended to add the following:

"(6) Public Question Period:

That Public Question Period not be limited to questions or comments related to topics on the Council meeting agenda; and

That questions from the Council meeting agenda be addressed first, followed by questions on other topics; and

That when a Council meeting is held virtually, the full name and image of the person asking a question must be visible; and

That a maximum of 2 minutes be allowed for each question; and

That a maximum of 20 minutes be allowed for Public Question Period with completion by 11:00 pm, as per Council Procedure Bylaw No. 356, 2004, Section 20."

- 9.2** Councillor Snell outlined 5 public beach access trails on Marine Avenue. He noted that 3 are marked and 2 are not marked. He requested that Public Works staff review this area ensuring all trails are marked and maintained.

10. PUBLIC QUESTION PERIOD

Rob Begg, Belcarra Resident, queried with regard to an access to the beach. He will provide correspondence to the Chief Administrative Officer in this regard.

Don Babineau, Belcarra Resident, queried with regard to the Village tax increase.

Dave Warren, Belcarra Resident, queried with regard to the upcoming Water Committee meeting being available to the public on Zoom.

11. ADJOURNMENT

Moved by: Councillor Wilder

Seconded by: Councillor Drake

That the June 7, 2021 Regular Meeting be adjourned at 10:16 pm.

CARRIED

Certified Correct:

Jamie Ross
Mayor

Lorna Dysart
Chief Administrative Officer



Stantec Consulting Ltd.
500-4730 Kingsway
Burnaby BC V5H 0C6

May 20, 2021
File: 100344340/1003440314

Attention: Mr. Stewart Novak, Belcarra Public Works

Village of Belcarra
4084 Bedwell Bay Road, Belcarra BC V3H 4P8
Email: Snovak@belcarra.ca

Dear Mr. Novak,

Reference: Imperial Sasamat Lake Dam Project

As a follow up to our letter of introduction sent a few weeks ago, we are pleased to share the enclosed information with you regarding the Imperial Sasamat Lake Dam Project (the "Project").

In the fall of 2020, Imperial began studies related to the future of a dam it owns and operates on Sasamat Lake, in Belcarra Regional Park, Port Moody (the "Dam"). Sasamat Lake is a freshwater lake previously called Windermere Lake and Deer Lake in Port Moody. The Dam is located at the outlet of Windermere Creek on the western shore of the lake. The structure is safe and regularly inspected but the Dam is near the end of its design life and Imperial is gathering information needed to consider its options.

On April 14, 2021, Imperial filed an amendment application with the Dam Safety Regulations and the Ministry of Forests, Lands, Natural Resources Operations and Rural Development (FLNRORD) for two possible options regarding the future of the Dam: replacement or decommissioning. Regulation, including decommissioning of the Dam falls under the B.C. *Water Sustainability Act*.

Project Background

Imperial's loco Terminal in Port Moody, B.C. (the "Terminal") distributes marine fuels for commercial marine traffic in the Port of Vancouver. The Terminal was built in 1915 and operated as a refinery until its conversion to a terminal in 1995. The key difference between a terminal and refinery is a terminal distributes fuel while a refinery produces fuel for distribution.

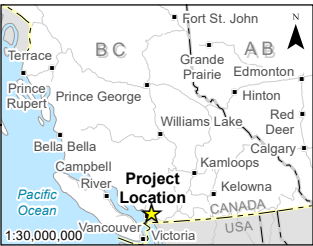
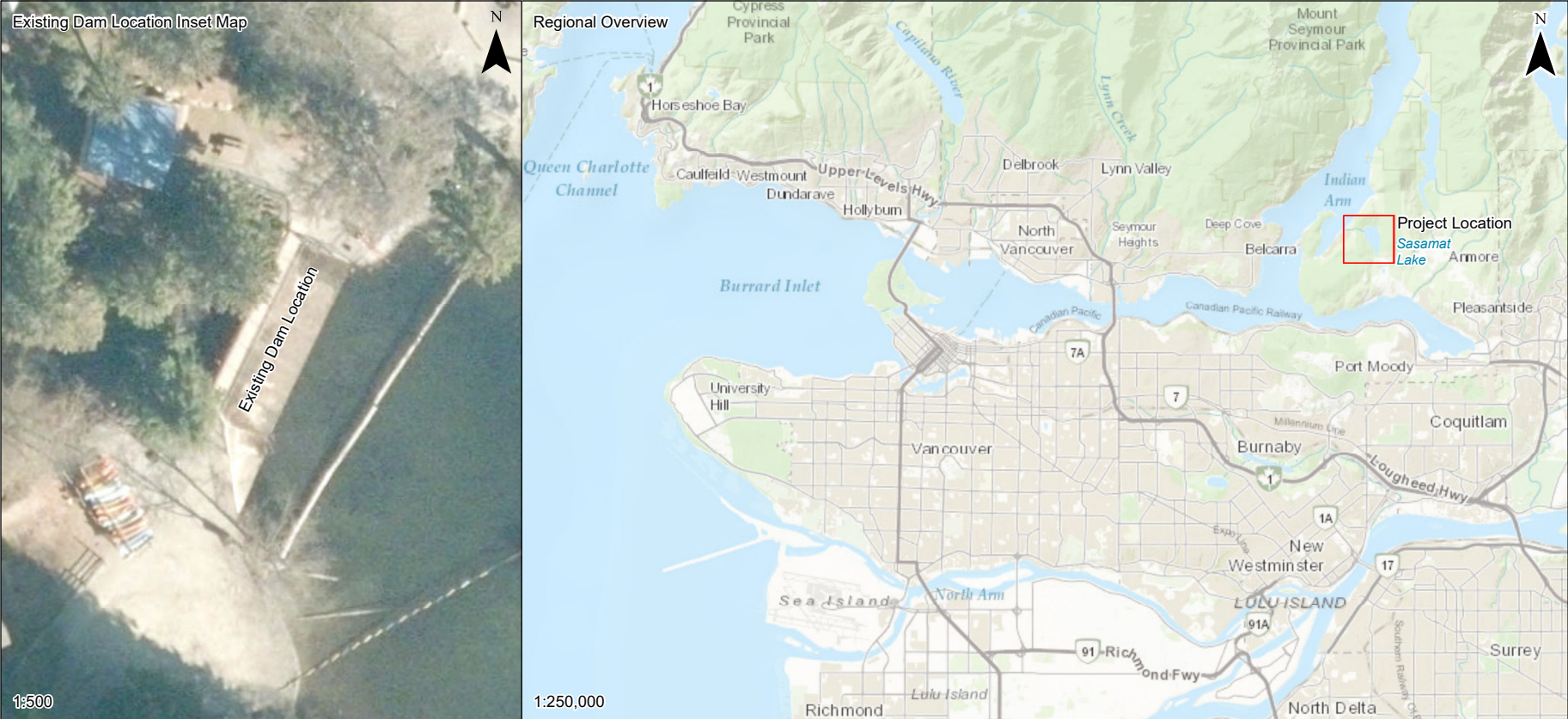
As part of the Terminal, Imperial owns and manages the Dam. The Terminal is licensed to use water from Sasamat Lake for terminal operations and emergency firefighting needs.

An original Dam was constructed around 100 years ago to impound water for use at the Imperial loco refinery. The Dam, as it exists today, was constructed in the 1960s as a replacement for the original structure. When the Sasamat water level is below the crest elevation of the spillway, the Dam discharges water from the lake into Windermere Creek through a buried discharge pipe.

Imperial's water needs have changed over the years as the refinery has been re-purposed into a Terminal. The Terminal's water needs for operations are lower than that of the refinery and as such the Dam is no longer required.

Please see map on next page.

Design with community in mind



Notes

1. Coordinate System: NAD 1983 UTM Zone 10N

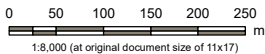
2. Base Data Sources: DataBC, Government of British Columbia; Natural Resources Canada

3. Bathymetry: Multibeam Bathymetric System (MBS) Golder, 2014

4. Topography: LIDAR Vertisee, 2014

5. Imagery: City of Coquitlam 2019 via ESRI World Imagery

- Road
- Recreation or Resource Road
- Watercourse
- Wetland
- Municipal Boundary



Project Location
Port Moody, BC
UTM: 10U 507666 5463347
Lat/Long: 122°53'40"W 49°19'22"N

Project Number 134032268
Requested by JFINEAU 20210304
Prepared by RCOATTA 20210305
Checked by JFINEAU 20210316

Client/Project/Report
Imperial Oil
Sasamat Lake Dam

Figure No.
1
Title
Location Overview

Disclaimer: Stantec assumes no responsibility for data supplied in electronic format. The recipient accepts full responsibility for verifying the accuracy and completeness of the data. The recipient releases Stantec, its officers, employees, consultants and agents, from any and all claims arising in any way from the content or provision of the data.

Reference: Imperial Sasamat Lake Dam Project



Dam Decommissioning

One of the options considered by Imperial is to remove the Dam, also called decommissioning. This would involve taking out the built structure and allowing the lake and surrounding environment to return to natural equilibrium. Preliminary engineering work indicates that if the dam was removed, the water level in Sasamat Lake would drop, which may have some impacts on beaches, trails, and habitat in the area. Water storage in Sasamat Lake would be reduced, which may lead to flows in Windermere creek that reflect seasonal precipitation.

Reference: Imperial Sasamat Lake Dam Project

Dam Replacement

A new dam would be designed and constructed to meet current regulations and standards. Risks to Windermere Creek and downstream properties during flood events would remain similar to what they are today and lake levels would be similar to those observed over the past twenty or so years. Significant construction would be involved with replacing the Dam.

Given that Imperial no longer has a need for the Dam, ongoing ownership and maintenance of the Dam would need to be considered.

Alternatives to Decommissioning or Replacing

In 2020, Imperial began a review of the options of repairing, replacing and decommissioning the Dam. The structure is safe and regularly inspected but it was determined, given the age of the Dam, repairing the structure is not feasible. Cost, construction, stakeholder input and environmental considerations that are still being gathered and reviewed will inform Imperial's ultimate decision to decommission or replace the Dam.

Next Steps

Additional technical studies and permitting work are still required before any construction activities would happen at the Dam. The following summarizes, at a high level, some of those technical studies and permitting requirements.

- First Nations Consultation & Public Stakeholder Engagement
- Environmental Studies
 - o Desktop and field studies to gather baseline data for fish and fish habitat, wildlife and wildlife habitat and vegetation.
- Permitting
 - o License, permits and authorizations will be required for either decommissioning or replacement
- Engineering
 - o Geotechnical, hydraulic, hydrologic, survey, bathymetric, and structural studies
- Archeological
 - o A desktop Archaeological Overview Assessment (AOA) will be completed for the project. As part of the AOA, applications for applicable First Nations heritage permits will be submitted. Based on the findings of the AOA, an Archaeological Impact Assessment (AIA) under a *S12.2 Heritage Conservation Act* (HCA) inspection permit may be conducted.

Following information from the consultation and engagement, technical and environment studies and permitting work, Imperial will decide whether to decommission or replace the Dam.

Reference: Imperial Sasamat Lake Dam Project

- Construction
 - o The construction process of either option would require a significant amount of planning to determine the duration, sequence of activities, hire a contractor and monitor through the construction process.
- Post Construction
 - o Activities post-construction will be a result of the work that proceeds it, which may include monitoring of various activities.



Over the next several months, we will be engaging with local governments, rights holders, landowners, and other potentially affected stakeholders in the area. Please let us know if you have any questions or comments regarding this project or are interested in meeting with Imperial to discuss. We look forward to hearing back from you by May 31, 2021.

Throughout this process, we will keep you informed of our engagement activities in a manner that is mutually agreeable. Additional details on Imperial's corporate guiding principles and guidelines regarding engagement are available online at: www.imperialoil.ca/en-ca/community/indigenous-engagement.

If you have any questions or wish to meet to discuss this project further, please contact Lesley Cabott at lesley.cabott@stantec.com or 867-335-2515 from Stantec Consulting Ltd. on behalf of Imperial.

Regards,

Lesley Cabott RPP MCIP
Principal, Senior Planner
Phone: 867 335 2515
Lesley.cabott@stantec.com



VILLAGE OF BELCARRA

New Water Operator –

Ali Sunderani



I am pleased to announce the hiring of a new Water Operator Level 1 for the Village of Belcarra. Ali Sunderani comes to the Village from a municipal government in Alberta where he carried out the work of a Water Operator.

Ali commences work for the Village on June 21, 2021.

Please join Belcarra Council members and staff in welcoming Ali Sunderani to the Village.

**Lorna Dysart
Chief Administrative Officer**



COUNCIL REPORT

Date: June 21, 2021
From: Ken Bjorgaard, Financial Consultant
Subject: 2020 Statement of Financial Information (SOFI)

Recommendation

That the Village of Belcarra 2020 Statement of Financial Information (SOFI) report be approved; and
That the Mayor and Chief Administrative Officer be authorized to sign the applicable statements within the SOFI report.

Purpose

The purpose of this report is to introduce the Village 2020 SOFI report for approval and subsequent sign-off.

Background

The attached SOFI report has been produced pursuant to the requirements of the *Financial Information Act* and the corresponding *Financial Information Regulation*. As required by the legislation the following sections are included in the report:

1. Statement of Financial Information Approval
2. Management Report
3. Schedule of Guarantee and Indemnity Agreements
4. Schedule of Remuneration and Expenses
5. Statement of Severance Agreements
6. Schedule of Payment to Persons or Entities
7. Statement of Inactive Corporations
8. Financial Statements

It is recommended that the Village 2020 SOFI report be approved for signing. The report will be available to the public and will be forwarded to the Ministry.

Attachment: Statement of Financial Information (SOFI) Report for the Year Ended December 31, 2020



VILLAGE OF BELCARRA

STATEMENT OF FINANCIAL INFORMATION (SOFI) REPORT

FOR THE YEAR ENDED DECEMBER 31, 2020

Section	Number
Statement of Financial Information Approval.	1
Management Report.	2
Schedule of Guarantee and Indemnity Agreements.	3
Schedule of Remuneration and Expenses.	4
Statement of Severance Agreements.	5
Schedule of Payments to Persons or Entities	6
Statement of Inactive Corporations.	7
Financial Statements.	8

Published pursuant to the *Financial Information Regulation* under the
Financial Information Act of British Columbia

Section 1

VILLAGE OF BELCARRA

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned hereby approve [as noted in *Financial Information Regulation*, Schedule 1, subsection 9(2)], all of the statements and schedules included in this Statement of Financial Information (SOFI) report, produced as required by the *Financial Information Act*.

Lorna Dysart
Chief Administrative Officer
June ____, 2021

Jamie Ross
Mayor
June ____, 2021

Prepared pursuant to Financial Information Regulation, Schedule 1, subsection 9 (2)



VILLAGE OF BELCARRA

"Between Forest and Sea"

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8

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belcarra@belcarra.ca • www.belcarra.ca



Section 2

VILLAGE OF BELCARRA MANAGEMENT REPORT

The consolidated financial statements contained in this Statement of Financial Information (SOFI) under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles as prescribed by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants. The integrity and objectivity of these statements are management's responsibility. Management is responsible for all the statements and schedules prepared for this Statement of Financial Information, and for ensuring that the information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced. Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal controls, which in part includes an external audit which is undertaken annually.

The Village's external auditors, KPMG LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the consolidated financial statements. Their examination does not relate to the other schedules and statements required by the Financial Information Act. Their examination includes a review and evaluation of the Village's internal control systems and includes appropriate tests and procedures to provide a reasonable assurance that the financial statements are presented fairly.

On behalf of the Village of Belcarra,

Lorna Dysart

Chief Administrative Officer

June ____, 2021

Section 3

VILLAGE OF BELCARRA

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

The Village of Belcarra has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation during the 2020 fiscal year.

Prepared pursuant to Financial Information Regulation, Schedule 1, subsections 5(3) and 5(4)

Section 4

VILLAGE OF BELCARRA

SCHEDULE OF REMUNERATION AND EXPENSES

Elected Officials

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>	<u>Total</u>
Begg, Rob	Councillor	\$ 8,249.82	\$ 314.90	\$ 8,564.72
Belenkie, Neil	Mayor	\$ 18,352.18	\$ 452.05 ²	\$ 18,804.23
Clark, Carolina	Councillor	\$ 11,028.48	\$ 46.96 ²	\$ 11,075.44
Drake, Bruce	Councillor	\$ 11,028.48	\$ 314.90	\$ 11,343.38
Wilder, Liisa	Councillor	\$ 12,880.94	\$ 314.90	\$ 13,195.84
Total Elected Officials (Mayor and Council)		\$ 61,539.90	\$ 1,443.71	\$ 62,983.61

Employees

<u>Employee Name</u>	<u>Position</u>	<u>Remuneration</u> ¹	<u>Expenses</u>	<u>Total</u>
Bakker, Doug	Public Works Maintenance Worker	\$ 79,557.25	\$ 505.71	\$ 80,062.96
Dysart, Lorna	Chief Administrative Officer	\$ 134,401.18	\$ 460.17 ²	\$ 134,861.35
Novak, Stewart	Public Works and Emergency Preparedness Coordinator	\$ 91,989.69	\$ 93.95	\$ 92,083.64
Smith, Brad	Public Works Maintenance Worker	\$ 82,141.62	\$ 666.90	\$ 82,808.52
Total for Employees Over \$75,000		\$ 388,089.74	\$ 1,726.73	\$ 389,816.47
Total For Employees Under \$75,000		\$ 241,869.36	\$ 1,738.14	\$ 243,607.50
Total Remuneration & Expenses for Employees		\$ 629,959.10	\$ 3,464.87	\$ 633,423.97
Total Remuneration & Elected Officials & Employees		\$ 691,499.00	\$ 4,908.58	\$ 696,407.58

¹Includes taxable benefits

²Expenses include a credit for hotel reservations made in 2019 and credited in 2020 for the 2020 UBCM Convention

The variance between the remuneration schedules and the salaries, wages and benefit expenses reported in the consolidated Financial Statements of the Village of Belcarra are attributable to a number of factors, including that the remuneration schedule is based on actual payments made during the year, while the financial statements are prepared on an accrual basis. Also, wages and benefits in the financial statements include the employer's cost of benefits, which are not taxable to employees, and are thus not included in this schedule. Staff remuneration may also include vacation payout. Due to the increased workload created by the COVID-19 Pandemic and the By Election, some staff vacation time was not taken.

Expenses include travel expenses, memberships, tuition, vehicle reimbursements and registration fees paid directly to an employee or a third party on behalf of an elected official or employee.

Section 5

VILLAGE OF BELCARRA STATEMENT OF SEVERANCE AGREEMENTS

There were no severance agreements during the fiscal year 2020.

Prepared pursuant to Financial Information Regulation, Schedule 1, subsection 6(7)

Section 6

VILLAGE OF BELCARRA

SCHEDULE OF PAYMENTS TO PERSONS OR ENTITIES

PAYMENTS TO PERSONS OR ENTITIES	AMOUNT
NAME	
BC Assessment Authority ¹	\$ 25,784.34
District of North Vancouver	112,530.86
ISL Engineering and Land Services Ltd.	25,816.72
K&E Business Services Inc.	86,827.13
Metro Vancouver Regional District (water debt repayment)	235,443.63
Metro Vancouver Regional District ¹	141,586.00
Municipal Pension Plan ²	48,361.02
Pooni Group Inc.	82,876.45
Province of British Columbia ¹	906,356.49
Revolution Resource Recovery	70,996.95
RWPAS Ltd.	31,720.50
Sandpiper Contracting LLP	26,871.58
Sea to Sky Network Solutions	40,444.28
South Coast British Columbia Transportation ¹	151,248.11
Young, Anderson	90,506.38
Total Payments to Suppliers Over \$25,000	\$ 2,077,370.44
TOTAL PAYMENTS TO SUPPLIERS UNDER \$25,000	\$ 404,381.98
GRANTS & CONTRIBUTIONS	\$2,986.54
GRAND TOTAL	\$ 2,484,738.96

¹ Taxes or levies collected on behalf of taxing authorities and forwarded to authorities

² Employer and employee pension contributions

The Village prepares the schedules of payments based on actual disbursements processed through its accounts payable system.

This schedule of payments is a “cash basis” listing. The figures therefore will differ significantly from the expenditures in the consolidated financial statements which are reported on an accrual basis, resulting in timing differences. Furthermore, there are disbursements on this schedule which are not considered expenditures in the financial statements including payments made to other taxing authorities, employee payroll deductions, debt principal repayments and payments for the acquisition of tangible capital assets.

Prepared pursuant to Financial Information Regulation, Schedule 1, section 7 and the Financial Information Act, section 2

Section 7

**VILLAGE OF BELCARRA
STATEMENT OF INACTIVE CORPORATIONS**

The Village of Belcarra does not have any inactive corporations.

Prepared pursuant to Financial Information Regulation, Schedule 1, section 8

Section 8

**VILLAGE OF BELCARRA
FINANCIAL STATEMENTS**

Provided pursuant to Financial Information Regulation, Schedule 1, sections 2,3, 4 & 5

- STARTING NEXT PAGE -

Financial Statements of

VILLAGE OF BELCARRA

And Independent Auditors' Report thereon

Year ended December 31, 2020

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, 2020, and the results of 2020 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 2nd, 3rd and 4th 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, 2020
- 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 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, 2020, 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.

Chartered Professional Accountants

Vancouver, Canada

April 26, 2021

VILLAGE OF BELCARRA

Statement of Financial Position

December 31, 2020, with comparative information for 2019

	2020	2019
Financial assets:		
Cash	\$ 1,414,634	\$ 928,481
Investments (note 2)	1,005,422	983,653
Accounts receivable (note 3)	56,252	96,222
MFA debt reserve deposit (note 7)	55,429	54,311
	<u>2,531,737</u>	<u>2,062,667</u>
Liabilities:		
Accounts payable and accrued liabilities (note 4)	110,810	113,392
Performance bonds and refundable deposits (note 5)	212,295	236,655
Deferred revenue (note 6)	189,800	238,647
Debt (note 7)	3,449,202	3,590,915
	<u>3,962,107</u>	<u>4,179,609</u>
Net debt	(1,430,370)	(2,116,942)
Non-financial assets:		
Tangible capital assets (note 8)	10,804,292	11,068,888
Prepaid expenses	13,922	30,506
Inventories held for consumption	13,349	13,349
	<u>10,831,563</u>	<u>11,112,743</u>
Accumulated surplus (note 9)	\$ 9,401,193	\$ 8,995,801

Commitments and contingencies (note 10)

Contractual rights (note 15)

See accompanying notes to financial statements.



Lorna Dyson
Chief Administrative Officer

VILLAGE OF BELCARRA

Statement of Operations

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget (notes 1(g) and 16)	2020	2019
Revenue:			
Taxation (including grants in lieu)	\$ 1,105,302	\$ 1,097,018	\$ 989,978
Sales of services & regulatory fees	521,813	581,639	517,184
Government transfers	3,224,001	782,959	444,807
Investment income	37,400	34,634	36,381
Actuarial income	33,693	35,068	29,574
Other revenues	2,014,000	6,991	38,975
	6,936,209	2,538,309	2,056,899
Expenses:			
General government & fiscal services	294,978	363,925	244,269
Administration & human resources	338,711	326,955	345,387
Information technology	43,082	69,381	63,981
Support services (engineering, finance and planning)	267,200	231,614	152,980
Building inspection & bylaw enforcement	103,853	85,894	74,150
Public works & transportation	276,104	370,175	336,986
Major road network (MRN)	77,551	78,190	58,593
Fire & emergency services	6,200	10,394	8,947
Waste & recycle depot (WARD)	117,362	124,746	123,280
Water system	506,684	471,643	504,326
	2,031,725	2,132,917	1,912,899
Annual surplus	4,904,484	405,392	144,000
Accumulated surplus, beginning of year	8,995,801	8,995,801	8,851,801
Accumulated surplus, end of year	\$ 13,900,285	\$ 9,401,193	\$ 8,995,801

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Statement of Changes in Net Debt

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget (notes 1(g) and 16)	2020	2019
Annual surplus	\$ 4,904,484	\$ 405,392	\$ 144,000
Acquisition of tangible capital assets	(4,269,025)	(47,439)	(74,808)
Amortization of tangible capital assets	306,500	312,035	306,282
Loss on disposal of tangible capital assets	-	-	12,330
	(3,962,525)	264,596	243,804
Prepaid expenses consumed (acquired), net	-	16,584	(15,008)
Inventories held for consumption acquired	-	-	(13,349)
Inventories held for consumption consumed	-	-	16,019
	-	16,584	(12,338)
Change in net debt	941,959	686,572	375,466
Net debt, beginning of year	(2,116,942)	(2,116,942)	(2,492,408)
Net debt, end of year	\$ (1,174,983)	\$ (1,430,370)	\$ (2,116,942)

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Statement of Cash Flows

Year ended December 31, 2020, with comparative information for 2019

	2020	2019
Cash provided by (used in):		
Operating activities:		
Annual deficit	\$ 405,392	\$ 144,000
Items not involving cash:		
Amortization of tangible capital assets	312,035	306,282
Loss on disposal of tangible capital assets	-	12,330
Actuarial income on debt	(35,068)	(29,574)
	682,359	433,038
Changes in non-cash operating working capital:		
Accounts receivable	39,970	873
MFA debt reserve deposit	(1,118)	(1,236)
Accounts payable and accrued liabilities	(2,582)	(82,254)
Performance bonds and refundable deposits	(24,360)	(8,601)
Deferred revenue	(48,847)	64,050
Prepaid expenses	16,584	(15,008)
Inventories held for consumption	-	2,670
	662,006	393,532
Financing activity:		
Principal payments on debt	(106,645)	(106,645)
Investing activity:		
Purchase of investments	(21,769)	(24,227)
Capital activity:		
Acquisition of tangible capital assets	(47,439)	(74,808)
Increase in cash	486,153	187,852
Cash, beginning of year	928,481	740,629
Cash, end of year	\$ 1,414,634	\$ 928,481

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2020

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.

In March of 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization and continues to have an impact. This has resulted in Canadian and Provincial governments enacting emergency measures to combat the spread of the virus. The economic situation is dynamic and the ultimate duration and magnitude of the impact on the economy and to the Village is not fully known at this time. Management will continue to monitor the on-going impact on the Village's cash and budget forecasts.

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.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(d) Non-financial assets (continued):

(i) Tangible capital assets (continued):

Tangible capital assets are initially 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

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) Arts and heritage assets:

Arts and heritage assets are not recorded as assets in these financial statements as stipulated by PSAB standards.

(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.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(e) 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 not included as taxes for municipal purposes.

(f) 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.

(g) Budget reporting:

The budget figures reported in the statement of operations and statement of changes in net debt represent the 2020 component of Financial Plan 2020 - 2024 Bylaw No. 559, 2020, adopted by the Village Council on April 6, 2020.

(h) Debt:

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

(i) 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.

(j) 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. 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.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(k) 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).

(l) 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:

	2020	2019
MFA short-term bond fund	\$ 1,005,422	\$ 983,653

The market value of investments as at December 31, 2020 is \$1,028,634 (2019 - \$966,427).

3. Accounts receivable:

	2020	2019
Municipal property taxes and user fees	\$ 15,058	\$ 14,970
Trade accounts receivable	5,740	51,790
Goods and services tax	35,454	29,462
	\$ 56,252	\$ 96,222

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

4. Accounts payable and accrued liabilities:

	2020	2019
Trade accounts payables and accruals	\$ 36,655	\$ 45,208
MFA debt interest expense accrual	31,053	31,053
Payroll accrual	43,102	37,131
	\$ 110,810	\$ 113,392

5. Performance bonds and refundable deposits:

	2020	2019
Performance bonds	\$ 206,971	\$ 231,331
Refundable deposits	5,324	5,324
	\$ 212,295	\$ 236,655

6. Deferred revenue:

	Balance, beginning of year	Contributions received	Restricted interest income	Revenue recognized	Balance, end of year
Municipal Insurance Association	\$ 328	\$ -	\$ -	\$ -	\$ 328
Major road network grant (a)	122,575	16,250	1,941	(78,190)	62,576
Property taxes paid in advance (b)	115,744	236,348	128	(225,324)	126,896
	\$ 238,647	\$ 252,598	\$ 2,069	\$ (303,514)	\$ 189,800

(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. For the year ended December 31, 2020, TransLink reduced MRN grant funding to the Village due to its own revenue shortfalls related to COVID-19.

(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, 2020

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. The gross amount of the debt less principal payments and actuarial adjustments to date are as follows:

Bylaw number	Maturity date	Interest rate	Authorized	Principal payments and actuarial adjustments	2020	2019
413	2037	2.90%	\$ 4,441,330	\$ 992,128	\$ 3,449,202	\$ 3,590,915

Total interest expense on the debt for the year was \$128,799 (2019 - \$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:

	2020	2019
Debt reserve deposit	\$ 55,429	\$ 54,311
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:

2021	\$ 145,951
2022	151,789
2023	157,861
2024	164,175
2025	170,742
Future years	2,658,684
	<u>\$ 3,449,202</u>

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, 2020 and 2019.

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2020

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	2020 Total	2019 Total
Cost:											
Opening balance	\$ 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
Add: Additions, net of transfers	-	18,670	-	2,097	-	-	-	5,329	21,343	47,439	74,808
Less: Disposals	-	-	-	-	-	-	-	-	-	-	(12,330)
	329,318	514,043	394,367	135,741	157,190	2,698,445	352,146	9,697,165	34,012	14,312,427	14,264,988
Accumulated amortization:											
Opening balance	-	215,809	230,458	79,323	78,027	951,590	297,710	1,343,183	-	3,196,100	2,889,818
Add: Amortization	-	19,724	18,499	19,982	7,357	76,946	9,675	159,852	-	312,035	306,282
Less: Accumulated amortization on disposals	-	-	-	-	-	-	-	-	-	-	-
	-	235,533	248,957	99,305	85,384	1,028,536	307,385	1,503,035	-	3,508,135	3,196,100
Net book value, end of year	\$ 329,318	\$ 278,510	\$ 145,410	\$ 36,436	\$ 71,806	\$ 1,669,909	\$ 44,761	\$ 8,194,130	\$ 34,012	\$ 10,804,292	\$ 11,068,888

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2020

9. Accumulated surplus:

	2020	2019	Increase (decrease)
Unrestricted operating surplus			
General operating surplus	\$ 230,026	\$ 257,338	\$ (27,312)
Waste & recycle depot (WARD) operating surplus	45,232	52,649	(7,417)
Water operating surplus	73,612	29,775	43,837
Total unrestricted operating surplus (a)	348,870	339,762	9,108
Restricted operating surplus:			
General operating surplus (Unutilized COVID-19 Safe Restart Grant) (b)	181,540	-	181,540
Statutory reserve funds:			
General capital	480,421	590,476	(110,055)
General operating	-	88,353	(88,353)
Financial stabilization	84,041	-	84,041
Transportation infrastructure	180,979	-	180,979
Vehicles and equipment	62,348	-	62,348
Water capital	151,974	-	151,974
Community works gas tax	464,454	406,933	57,521
MFA cash deposit	55,429	54,311	1,118
Water debt repayment	22,698	24,644	(1,946)
Total statutory reserve funds (c)	1,502,344	1,164,717	337,627
Investment in tangible capital assets:			
Tangible capital assets	10,804,292	11,068,888	(264,596)
Less debt	(3,449,202)	(3,590,915)	141,713
Total investment in tangible capital assets (d)	7,355,090	7,477,973	(122,883)
Inventories held for consumption (d)	13,349	13,349	-
Total accumulated surplus	\$ 9,401,193	\$ 8,995,801	\$ 405,392

(a) Unrestricted operating surplus:

Unrestricted surplus 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.

(b) Restricted operating surplus:

Restricted surplus is the amount of unutilized COVID-19 Safe Restart Grant funds that will be used in subsequent years to fund allowable COVID-19 related expenses.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

9. Accumulated surplus (continued):

(c) Statutory 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.

(d) Investment in tangible capital assets and inventories held for consumption:

Investment in tangible capital assets is equal to the net book value of the tangible capital assets less related debt. In the normal course of operations, the 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 revenues.

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 position 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, 2019, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

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 \$25,811 (2019 - \$30,390) for employer contributions to the plan in fiscal 2020. 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.

	2020	2019
Accrued benefit obligation, beginning of year	\$ 13,500	\$ 13,100
Current service cost	2,500	2,500
Interest cost	400	400
Benefits paid	(2,400)	(2,500)
Accrued benefit obligation, end of year	14,000	13,500
Unamortized actuarial (loss) gain	-	-
Accrued benefit liability, end of year	\$ 14,000	\$ 13,500

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, 2020.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

12. Employee future benefits (continued):

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

	2020	2019
Discount rate	2.8%	2.8%
Expected wage and salary range increases	2.0%	2.0%
Expected average remaining service period	11 years	12 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:

	2020	2019
Province of British Columbia - school tax	\$ 896,227	\$ 959,617
TransLink	151,248	147,128
Metro Vancouver	141,586	142,056
Police tax	90,308	93,382
BC Assessment and MFA	25,903	26,119
	\$ 1,305,272	\$ 1,368,302

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, 2020

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.

	2020 Budget	2020	2019
Annual surplus, statement of operations	\$ 4,904,484	\$ 405,392	\$ 144,000
Adjustments for non-cash items:			
Add back: Amortization of tangible capital asset	306,500	312,035	306,282
(Deduct) Add: Changes in Inventory	(3,152)	-	2,670
Deduct: MFA actuarial interest	(33,693)	(35,068)	(29,574)
Adjustments for cash items that are not revenues or expenses, but are sources or uses of funds:			
Less: capital expenditures	(4,269,025)	(47,439)	(74,808)
Less: debt principal repayment	(106,645)	(106,645)	(106,645)
Net transfers for operating or capital purposes:			
To reserves	(778,469)	(337,626)	(222,512)
From surplus	-	1,330	-
To surplus (annual surplus)	(20,000)	(191,979)	(19,413)
	\$ -	\$ -	\$ -

17. Comparative information:

Certain components of the comparative information have been reclassified to conform to the financial statement presentation adopted in the current year. There is no impact to total financial assets, total liabilities, net debt, total non-financial assets, or accumulated surplus. There is also no impact to total revenue, total expenses, or annual surplus.

18. Segment reporting:

The Village of Belcarra provides a wide range of municipal services. These services have been grouped into related departmental functions or service areas for segment reporting purposes. The following schedule shows the associated revenues and expenses for each segment. The various segments and the associated departmental functions or service are as follows:

General Government & Fiscal Services

This segment is comprised of services that relate to Council's legislative function including grants and elections. Functions that apply to the Village as a whole such as municipal hall upkeep, insurance, audit, banking and legal are included in this segment.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

18. Segment reporting (continued):

Administration & Human Resources

This segment includes Council support services, management of legal issues, records management, various human resources functions and oversight of departmental areas.

Information Technology

This segment is comprised of services related to the Village's information systems technology and infrastructure including its website.

Support Services (engineering, finance and planning)

This segment includes the Village's contracted support services for engineering, finance and planning. These services are provided on an as needed basis.

Building Inspection & Bylaw Enforcement

This segment provides for part-time building inspection and bylaw enforcement services which includes enforcement of various regulatory bylaws such as parking.

Public Works & Transportation

This segment includes the provision of services that relate to the Village's roads, bridges and drainage systems as well as for the maintenance of pedestrian walkways and trails.

Major Road Network (MRN)

This segment involves the maintenance and upkeep of the regional Bedwell Bay Road, the costs of which are funded by TransLink.

Fire & Emergency Services

This segment includes emergency planning and response services and minor expenditures related to fire protective, as the Sasamat Fire Department and its related services are shared regional services requisitioned and funded through the Metro Vancouver Regional District.

Waste & Recycle Depot (WARD)

This segment provides for refuse, recycling and organics drop-off at WARD, and pick-up and disposal of these same materials by a contractor.

Water System

This segment provides for the distribution and treatment of the water supply which is used for domestic and firefighting purposes.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

18. Segment reporting (continued):

	General government and fiscal services	Administration and human resources	Information technology	Support services (engineering finance and planning	Building inspection and bylaw enforcement	Public works and transportation
Revenue:						
Taxation (including grants in lieu)	\$ 863,520	\$ -	\$ -	\$ -	\$ -	\$ -
Sales of services and regulatory fees	10,800	-	-	-	171,453	1,100
Government transfers	686,490	-	-	10,000	-	-
Investment income	28,938	-	-	-	-	-
Actuarial income	-	-	-	-	-	-
Other revenues	6,991	-	-	-	-	-
	1,596,739	-	-	10,000	171,453	1,100
Expenses:						
Indemnities, salaries and benefits	64,850	321,041	-	-	71,245	189,151
Contracted services	126,989	-	49,399	231,614	5,586	-
Supplies and materials	97,533	5,914	-	-	9,063	75,904
Grants	2,331	-	-	-	-	-
Interest and other	52,498	-	-	-	-	-
Amortization	19,724	-	19,982	-	-	105,120
	363,925	326,955	69,381	231,614	85,894	370,175
Annual surplus (deficit)	\$ 1,232,814	\$ (326,955)	\$ (69,381)	\$ (221,614)	\$ 85,559	\$ (369,075)

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

18. Segment reporting (continued):

	Major road network (MRN)	Fire and emergency services	Waste and recycle depot (Ward)	Water system	2020	2019
Revenue:						
Taxation (including grants in lieu)	\$ -	\$ -	\$ -	\$ 233,498	\$ 1,097,018	\$ 989,978
Sales of services and regulatory fees	-	-	121,066	277,220	581,639	517,184
Government transfers	78,190	-	1,137	7,142	782,959	444,807
Investment income	-	-	1,115	4,581	34,634	36,381
Actuarial income	-	-	-	35,068	35,068	29,574
Other revenues	-	-	-	-	6,991	38,975
	78,190	-	123,318	557,509	2,538,309	2,056,899
Expenses:						
Indemnities, salaries and benefits	48,139	-	32,050	54,108	780,584	788,693
Contracted services	-	-	78,355	110,533	602,476	420,361
Supplies and materials	30,051	10,394	6,984	18,351	254,194	266,109
Grants	-	-	-	-	2,331	2,655
Interest and other	-	-	-	128,799	181,297	128,799
Amortization	-	-	7,357	159,852	312,035	306,282
	78,190	10,394	124,746	471,643	2,132,917	1,912,899
Annual surplus (deficit)	\$ -	\$ (10,394)	\$ (1,428)	\$ 85,866	\$ 405,392	\$ 144,000

VILLAGE OF BELCARRA

Schedule to Financial Statements (unaudited)

Year ended December 31, 2020

COVID-19 Safe Restart Grant:

	Emergency planning and response costs	Computer and other electronics technology costs	Addressing revenue shortfalls	Total
COVID-19 Safe Restart Grant Funds Received	\$ -	\$ -	\$ -	\$ 380,000
2020 COVID-19 Safe Restart Grant Claimed	62,340	3,087	133,033	198,460
Unused COVID-19 Restart Grant Funds (Restricted Surplus)	\$ 62,340	\$ 3,087	\$ 133,033	\$ 181,540



Village of Belcarra 2020 Annual Report

An Open Letter to Belcarra Residents from Lorna Dysart, Chief Administrative Officer, on behalf of Council

On behalf of Council, I am pleased to present the 2020 Annual Report for the Village of Belcarra. 2020 was a year of unprecedented challenges and change for the Village.

In March 2020, the COVID-19 Pandemic was declared. Provincial Ministerial Orders were received that allowed for municipal work to continue. The Village Hall was closed to the public; however, in spite of the COVID restrictions, Municipal business and Council work continued. Staff worked under strict COVID-19 protocols. Council meetings were held on the Zoom platform. Staffing was limited to only 3 people in the office. Water Operators worked one week on and one week off, as their work is an essential service.

In September 2020, Councillor Begg resigned, followed by the resignation of Mayor Belenkie in October. A By Election was called on October 26, 2020 with the By Election scheduled for January 23, 2021. Ministerial Orders were received to support a By Election to take place during the COVID-19 Pandemic and through the Holiday Season.

The execution of a By Election during the COVID-19 Pandemic was a critical task for Village staff. Staff worked to ensure the difficult balance with respect to accountability, transparency and public health was maintained.

Council adopted a Corporate Strategic Plan. 2020 Top Priorities established were Financial Stability, Public Safety and Resident Services.



Message from Deputy Mayor Liisa Wilder

The COVID-19 Pandemic provided many challenges in 2020. The resignation of two members of a five member Council compounded challenges for the year. I want to take this opportunity to thank staff for their support during this unprecedented time and for managing the unenviable task of holding a By Election during a Pandemic. Council continued to work on priority items in an attempt to be consistent with our leadership. We look forward to 2021 and are hopeful that the Pandemic will be over with a return to in person Council meetings.

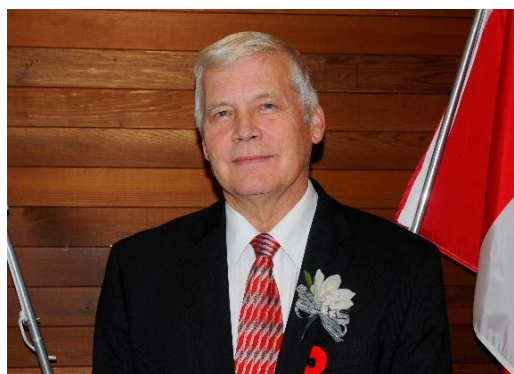
Council Members



Councillor Liisa Wilder
Deputy Mayor commencing October 2020



Councillor Carolina Clark



Councillor Bruce Drake

Council Members



Mayor Neil Belenkie
(resigned October 2020)



Councillor Rob Begg
(resigned September 2020)

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. In September 2020, Councillor Begg resigned and in October 2020, Mayor Belenkie resigned. Council decided to continue meeting to manage priority items. A By Election was called on October 26, 2020, which took place on January 23, 2021.

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.

Under normal conditions, Council meetings are held at the Village Hall. In March 2020, after the Pandemic was declared, Council meetings were held via Zoom. Regular Council meetings are open to the public. Zoom meetings have been well received and well attended by the residents. The Council meeting schedule, agendas and minutes are available on the municipal website at 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.

The importance of the natural beauty surrounding Belcarra is recognized and environmental stewardship is integrated 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 Sasamat Volunteer Fire Department, Block Watch programs and on Council committees. Volunteers take wonderful care of the planters at the Village Hall and at the Village 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 that continued into 2020.

Belcarra Day Committee (BDC) – Belcarra Day Events in 2020 were cancelled due to the Pandemic.

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) – The Farrer Cove Committee continued to liaise with other parties during 2020.

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) – In September 2020, a Land Disposition Report went to Council and was defeated. Tom Kim resigned from the committee.

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) – In October 2020, the Tree Committee met with Mayor Belenkie.

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) – In July 2020, the WSCFPC received a new Terms of Reference and changed the name to Water Committee. Tom Kim resigned from the committee.

Committee Members: Doug Brain, Jim Chisholm, Martin Desbois, Ian Devlin, Tom Kim
Council Liaison: Councillor Rob Begg

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



Corporate Strategic Plan Priorities

Belcarra is committed to achieving social, environmental and economic sustainability. Given the value of our community heritage and its diversification, Belcarra will harness a balance between consistency and progression – enhancing the livability, health, safety and civic pride for future generations of Belcarra.

- **Financial Sustainability**
- **Public Safety**
- **Resident Services**

2020 Top Priorities

	Financial Stability	Public Safety	Resident Services
Overall Goals			
1) Asset Management / Depreciation	✓	✓	✓
2) Official Community Plan (OCP)	✓	✓	✓
3) Tree Bylaw			✓
4) Farrer Cove		✓	
5) Road Ends (RGC)	✓		
6) Water Capacity for Fire Fighting Long & Short term capacity Financial Plan	✓	✓	✓

Priority #1 – Financial Sustainability

Financial Sustainability

- Revenue Generation Committee
 - Road Ends
- Official Community Plan Review & Update – deferred due to COVID-19 Pandemic
- Asset Management – Financial Plan – Grant application was submitted
 - Roads Asset Management – Midden Road priority
 - Drainage Plan – possible user fee on tax notice
 - Depreciation Management
- Water Capacity for Fire Fighting – Reservoir – A federal grant application was submitted



Priority #2 – Public Safety

Public Safety

- Farrer Cove Road – North South Connector – Ongoing
- Official Community Plan Review & Update – Deferred due to COVID-19 Pandemic
- Asset Management – Financial Plan – Grant application submitted
 - Roads Asset Management – Midden Road priority - Ongoing
 - Drainage Plan – possible user fee on tax notice
- Water Capacity for Fire Fighting
 - Reservoir – Federal grant application submitted
 - New Firehall



Priority #3 – Resident Services

Resident Services

- Tree Bylaw - Ongoing
- Official Community Plan Review & Update – Deferred due to COVID-19 Pandemic
 - Aging in Place - Tower
- Asset Management – Financial Plan
 - Roads Asset Management – Midden Road priority
 - Drainage Plan – possible user fee on tax notice
- Water Capacity for Fire Fighting
 - Reservoir
 - New Firehall
- Hall Access – wheel chair access
- Planning



2020 Administration Work Plan

2020 Administration Work Plan

- Short Term Rentals - Ongoing
- Parking Bylaw Enforcement & Speed Management - Ongoing
- Bus Stop and Mail Box Lighting - Completed
- Grant Funding - Ongoing
- Road Asset Management Plan – Engineer Review – Grant application submitted
- Multi-Use Court – Formation of Volunteer Group – Deferred due to COVID-19 Pandemic
- Village Hall – Resident Use – Closed to the Public due to COVID-19 Pandemic
- Emergency Preparedness / Wildfire Plan & Preparedness - Ongoing
- Shared Resources with Other Local Governments – Deferred due to COVID-19 Pandemic
- Pro-Active Communications – Mayor’s Meetings, Town Halls, Council Meetings – Due to COVID-19, the Hall was closed to the public in March 2020. All public meetings were held via Zoom.
- Support Council Committees – Ongoing
- Port Authority – Collaborate on Projects - Ongoing
- Waste and Recycle Depot (WARD) Operations – Ongoing



RCMP Year in Review Village of Belcarra 2020

Police calls for service in 2020 were up approximately 65% from 2019, but this rise does not reflect a similar increase in criminal offences. Property crime offences did rise year over year from 12 to 16, but the offences remained within expected levels for Belcarra. There was a significant rise in bylaw calls for service from 3 to 15, but these are mostly related to noise and parking complaints.

Belcarra is a very safe community. Most of the more serious criminal offences were related to park visitors or particular addresses in the community.



Total calls for service in 2020 were 134 compared with 81 in 2019.

Property Offences

	2020	2019
Break and Enter – Res/Bus/Oth	1	3
Theft From Auto	2	0
Theft – Veh & Other	6	3
Mischief Offences	5	4
Fraud	2	2

Person Offences

	2020	2019
Assault – all levels	2	1
Utter Threats/Harassing Behaviour	4	0

Other Criminal Offences

	2020	2019
Causing A Disturbance	6	3
Other	0	2

Traffic Calls for Service

	2020	2019
Collisions	3	3
Driving Complaints	5	5

Other Calls for Service

	2020	2019
Bylaw – Noise and Other	15	3
Suspicious Per/Veh/Circumstance	8	5
Mental Health Act	5	4

2020 Sasamat Volunteer Fire Department Call Out Statistics

The SVFD call outs during 2020 were typical in distribution and slightly lower than the average of 97 call outs per year over the past five years (see graph):

Total Call Outs amounted to 88 during 2020, distributed as follows:

Anmore Village 63 (72%)
Belcarra Village 25 (28%)

Fire Calls (FIRE) accounted for 13 call outs (15%):

Anmore Village 8 (62%)
Belcarra Village 5 (38%)

Medical Emergencies (MESA) accounted for 39 call outs (44%):

Anmore Village 29 (74%)
Belcarra Village 10 (26%)

Motor Vehicle Incidents (MVI) accounted for 7 call outs (8%):

Anmore Village 7 (100%)
Belcarra Village 0 (0%)

Power lines accounted for 6 call outs (7%):

Anmore Village 2 (33%)
Belcarra Village 4 (67%)

Alarms accounted for 11 call outs (13%):

Anmore Village 9 (82%)
Belcarra Village 2 (18%)

Burning Complaints accounted for 10 call outs (11%):

Anmore Village 6 (60%)
Belcarra Village 4 (40%)

Other (Misc.) accounted for 2 call outs (2%):

Anmore Village 2 (100%)
Belcarra Village 0 (0%)





Sasamat Volunteer Fire Department Call-Outs by Year and Type



2020 Audited Financial Statements



Financial Statements of

VILLAGE OF BELCARRA

And Independent Auditors' Report thereon

Year ended December 31, 2020

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, 2020, and the results of 2020 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 2nd, 3rd and 4th 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, 2020
- 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 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, 2020, 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.

Chartered Professional Accountants

Vancouver, Canada

April 26, 2021

VILLAGE OF BELCARRA

Statement of Financial Position

December 31, 2020, with comparative information for 2019

	2020	2019
Financial assets:		
Cash	\$ 1,414,634	\$ 928,481
Investments (note 2)	1,005,422	983,653
Accounts receivable (note 3)	56,252	96,222
MFA debt reserve deposit (note 7)	55,429	54,311
	<u>2,531,737</u>	<u>2,062,667</u>
Liabilities:		
Accounts payable and accrued liabilities (note 4)	110,810	113,392
Performance bonds and refundable deposits (note 5)	212,295	236,655
Deferred revenue (note 6)	189,800	238,647
Debt (note 7)	3,449,202	3,590,915
	<u>3,962,107</u>	<u>4,179,609</u>
Net debt	(1,430,370)	(2,116,942)
Non-financial assets:		
Tangible capital assets (note 8)	10,804,292	11,068,888
Prepaid expenses	13,922	30,506
Inventories held for consumption	13,349	13,349
	<u>10,831,563</u>	<u>11,112,743</u>
Accumulated surplus (note 9)	\$ 9,401,193	\$ 8,995,801

Commitments and contingencies (note 10)

Contractual rights (note 15)

See accompanying notes to financial statements.



Lorna Dyson
Chief Administrative Officer

VILLAGE OF BELCARRA

Statement of Operations

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget (notes 1(g) and 16)	2020	2019
Revenue:			
Taxation (including grants in lieu)	\$ 1,105,302	\$ 1,097,018	\$ 989,978
Sales of services & regulatory fees	521,813	581,639	517,184
Government transfers	3,224,001	782,959	444,807
Investment income	37,400	34,634	36,381
Actuarial income	33,693	35,068	29,574
Other revenues	2,014,000	6,991	38,975
	6,936,209	2,538,309	2,056,899
Expenses:			
General government & fiscal services	294,978	363,925	244,269
Administration & human resources	338,711	326,955	345,387
Information technology	43,082	69,381	63,981
Support services (engineering, finance and planning)	267,200	231,614	152,980
Building inspection & bylaw enforcement	103,853	85,894	74,150
Public works & transportation	276,104	370,175	336,986
Major road network (MRN)	77,551	78,190	58,593
Fire & emergency services	6,200	10,394	8,947
Waste & recycle depot (WARD)	117,362	124,746	123,280
Water system	506,684	471,643	504,326
	2,031,725	2,132,917	1,912,899
Annual surplus	4,904,484	405,392	144,000
Accumulated surplus, beginning of year	8,995,801	8,995,801	8,851,801
Accumulated surplus, end of year	\$ 13,900,285	\$ 9,401,193	\$ 8,995,801

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Statement of Changes in Net Debt

Year ended December 31, 2020, with comparative information for 2019

	2020 Budget (notes 1(g) and 16)	2020	2019
Annual surplus	\$ 4,904,484	\$ 405,392	\$ 144,000
Acquisition of tangible capital assets	(4,269,025)	(47,439)	(74,808)
Amortization of tangible capital assets	306,500	312,035	306,282
Loss on disposal of tangible capital assets	-	-	12,330
	(3,962,525)	264,596	243,804
Prepaid expenses consumed (acquired), net	-	16,584	(15,008)
Inventories held for consumption acquired	-	-	(13,349)
Inventories held for consumption consumed	-	-	16,019
	-	16,584	(12,338)
Change in net debt	941,959	686,572	375,466
Net debt, beginning of year	(2,116,942)	(2,116,942)	(2,492,408)
Net debt, end of year	\$ (1,174,983)	\$ (1,430,370)	\$ (2,116,942)

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Statement of Cash Flows

Year ended December 31, 2020, with comparative information for 2019

	2020	2019
Cash provided by (used in):		
Operating activities:		
Annual deficit	\$ 405,392	\$ 144,000
Items not involving cash:		
Amortization of tangible capital assets	312,035	306,282
Loss on disposal of tangible capital assets	-	12,330
Actuarial income on debt	(35,068)	(29,574)
	682,359	433,038
Changes in non-cash operating working capital:		
Accounts receivable	39,970	873
MFA debt reserve deposit	(1,118)	(1,236)
Accounts payable and accrued liabilities	(2,582)	(82,254)
Performance bonds and refundable deposits	(24,360)	(8,601)
Deferred revenue	(48,847)	64,050
Prepaid expenses	16,584	(15,008)
Inventories held for consumption	-	2,670
	662,006	393,532
Financing activity:		
Principal payments on debt	(106,645)	(106,645)
Investing activity:		
Purchase of investments	(21,769)	(24,227)
Capital activity:		
Acquisition of tangible capital assets	(47,439)	(74,808)
Increase in cash	486,153	187,852
Cash, beginning of year	928,481	740,629
Cash, end of year	\$ 1,414,634	\$ 928,481

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2020

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.

In March of 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization and continues to have an impact. This has resulted in Canadian and Provincial governments enacting emergency measures to combat the spread of the virus. The economic situation is dynamic and the ultimate duration and magnitude of the impact on the economy and to the Village is not fully known at this time. Management will continue to monitor the on-going impact on the Village's cash and budget forecasts.

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.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(d) Non-financial assets (continued):

(i) Tangible capital assets (continued):

Tangible capital assets are initially 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

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) Arts and heritage assets:

Arts and heritage assets are not recorded as assets in these financial statements as stipulated by PSAB standards.

(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.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(e) 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 not included as taxes for municipal purposes.

(f) 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.

(g) Budget reporting:

The budget figures reported in the statement of operations and statement of changes in net debt represent the 2020 component of Financial Plan 2020 - 2024 Bylaw No. 559, 2020, adopted by the Village Council on April 6, 2020.

(h) Debt:

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

(i) 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.

(j) 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. 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.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(k) 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).

(l) 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:

	2020	2019
MFA short-term bond fund	\$ 1,005,422	\$ 983,653

The market value of investments as at December 31, 2020 is \$1,028,634 (2019 - \$966,427).

3. Accounts receivable:

	2020	2019
Municipal property taxes and user fees	\$ 15,058	\$ 14,970
Trade accounts receivable	5,740	51,790
Goods and services tax	35,454	29,462
	\$ 56,252	\$ 96,222

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

4. Accounts payable and accrued liabilities:

	2020	2019
Trade accounts payables and accruals	\$ 36,655	\$ 45,208
MFA debt interest expense accrual	31,053	31,053
Payroll accrual	43,102	37,131
	\$ 110,810	\$ 113,392

5. Performance bonds and refundable deposits:

	2020	2019
Performance bonds	\$ 206,971	\$ 231,331
Refundable deposits	5,324	5,324
	\$ 212,295	\$ 236,655

6. Deferred revenue:

	Balance, beginning of year	Contributions received	Restricted interest income	Revenue recognized	Balance, end of year
Municipal Insurance Association	\$ 328	\$ -	\$ -	\$ -	\$ 328
Major road network grant (a)	122,575	16,250	1,941	(78,190)	62,576
Property taxes paid in advance (b)	115,744	236,348	128	(225,324)	126,896
	\$ 238,647	\$ 252,598	\$ 2,069	\$ (303,514)	\$ 189,800

(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. For the year ended December 31, 2020, TransLink reduced MRN grant funding to the Village due to its own revenue shortfalls related to COVID-19.

(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, 2020

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. The gross amount of the debt less principal payments and actuarial adjustments to date are as follows:

Bylaw number	Maturity date	Interest rate	Authorized	Principal payments and actuarial adjustments	2020	2019
413	2037	2.90%	\$ 4,441,330	\$ 992,128	\$ 3,449,202	\$ 3,590,915

Total interest expense on the debt for the year was \$128,799 (2019 - \$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:

	2020	2019
Debt reserve deposit	\$ 55,429	\$ 54,311
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:

2021	\$ 145,951
2022	151,789
2023	157,861
2024	164,175
2025	170,742
Future years	2,658,684
	<u>\$ 3,449,202</u>

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, 2020 and 2019.

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2020

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	2020 Total	2019 Total
Cost:											
Opening balance	\$ 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
Add: Additions, net of transfers	-	18,670	-	2,097	-	-	-	5,329	21,343	47,439	74,808
Less: Disposals	-	-	-	-	-	-	-	-	-	-	(12,330)
	329,318	514,043	394,367	135,741	157,190	2,698,445	352,146	9,697,165	34,012	14,312,427	14,264,988
Accumulated amortization:											
Opening balance	-	215,809	230,458	79,323	78,027	951,590	297,710	1,343,183	-	3,196,100	2,889,818
Add: Amortization	-	19,724	18,499	19,982	7,357	76,946	9,675	159,852	-	312,035	306,282
Less: Accumulated amortization on disposals	-	-	-	-	-	-	-	-	-	-	-
	-	235,533	248,957	99,305	85,384	1,028,536	307,385	1,503,035	-	3,508,135	3,196,100
Net book value, end of year	\$ 329,318	\$ 278,510	\$ 145,410	\$ 36,436	\$ 71,806	\$ 1,669,909	\$ 44,761	\$ 8,194,130	\$ 34,012	\$ 10,804,292	\$ 11,068,888

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2020

9. Accumulated surplus:

	2020	2019	Increase (decrease)
Unrestricted operating surplus			
General operating surplus	\$ 230,026	\$ 257,338	\$ (27,312)
Waste & recycle depot (WARD) operating surplus	45,232	52,649	(7,417)
Water operating surplus	73,612	29,775	43,837
Total unrestricted operating surplus (a)	348,870	339,762	9,108
Restricted operating surplus:			
General operating surplus (Unutilized COVID-19 Safe Restart Grant) (b)	181,540	-	181,540
Statutory reserve funds:			
General capital	480,421	590,476	(110,055)
General operating	-	88,353	(88,353)
Financial stabilization	84,041	-	84,041
Transportation infrastructure	180,979	-	180,979
Vehicles and equipment	62,348	-	62,348
Water capital	151,974	-	151,974
Community works gas tax	464,454	406,933	57,521
MFA cash deposit	55,429	54,311	1,118
Water debt repayment	22,698	24,644	(1,946)
Total statutory reserve funds (c)	1,502,344	1,164,717	337,627
Investment in tangible capital assets:			
Tangible capital assets	10,804,292	11,068,888	(264,596)
Less debt	(3,449,202)	(3,590,915)	141,713
Total investment in tangible capital assets (d)	7,355,090	7,477,973	(122,883)
Inventories held for consumption (d)	13,349	13,349	-
Total accumulated surplus	\$ 9,401,193	\$ 8,995,801	\$ 405,392

(a) Unrestricted operating surplus:

Unrestricted surplus 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.

(b) Restricted operating surplus:

Restricted surplus is the amount of unutilized COVID-19 Safe Restart Grant funds that will be used in subsequent years to fund allowable COVID-19 related expenses.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

9. Accumulated surplus (continued):

(c) Statutory 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.

(d) Investment in tangible capital assets and inventories held for consumption:

Investment in tangible capital assets is equal to the net book value of the tangible capital assets less related debt. In the normal course of operations, the 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 revenues.

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 position 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, 2019, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

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 \$25,811 (2019 - \$30,390) for employer contributions to the plan in fiscal 2020. 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.

	2020	2019
Accrued benefit obligation, beginning of year	\$ 13,500	\$ 13,100
Current service cost	2,500	2,500
Interest cost	400	400
Benefits paid	(2,400)	(2,500)
Accrued benefit obligation, end of year	14,000	13,500
Unamortized actuarial (loss) gain	-	-
Accrued benefit liability, end of year	\$ 14,000	\$ 13,500

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, 2020.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

12. Employee future benefits (continued):

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

	2020	2019
Discount rate	2.8%	2.8%
Expected wage and salary range increases	2.0%	2.0%
Expected average remaining service period	11 years	12 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:

	2020	2019
Province of British Columbia - school tax	\$ 896,227	\$ 959,617
TransLink	151,248	147,128
Metro Vancouver	141,586	142,056
Police tax	90,308	93,382
BC Assessment and MFA	25,903	26,119
	\$ 1,305,272	\$ 1,368,302

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, 2020

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.

	2020 Budget	2020	2019
Annual surplus, statement of operations	\$ 4,904,484	\$ 405,392	\$ 144,000
Adjustments for non-cash items:			
Add back: Amortization of tangible capital asset	306,500	312,035	306,282
(Deduct) Add: Changes in Inventory	(3,152)	-	2,670
Deduct: MFA actuarial interest	(33,693)	(35,068)	(29,574)
Adjustments for cash items that are not revenues or expenses, but are sources or uses of funds:			
Less: capital expenditures	(4,269,025)	(47,439)	(74,808)
Less: debt principal repayment	(106,645)	(106,645)	(106,645)
Net transfers for operating or capital purposes:			
To reserves	(778,469)	(337,626)	(222,512)
From surplus	-	1,330	-
To surplus (annual surplus)	(20,000)	(191,979)	(19,413)
	\$ -	\$ -	\$ -

17. Comparative information:

Certain components of the comparative information have been reclassified to conform to the financial statement presentation adopted in the current year. There is no impact to total financial assets, total liabilities, net debt, total non-financial assets, or accumulated surplus. There is also no impact to total revenue, total expenses, or annual surplus.

18. Segment reporting:

The Village of Belcarra provides a wide range of municipal services. These services have been grouped into related departmental functions or service areas for segment reporting purposes. The following schedule shows the associated revenues and expenses for each segment. The various segments and the associated departmental functions or service are as follows:

General Government & Fiscal Services

This segment is comprised of services that relate to Council's legislative function including grants and elections. Functions that apply to the Village as a whole such as municipal hall upkeep, insurance, audit, banking and legal are included in this segment.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

18. Segment reporting (continued):

Administration & Human Resources

This segment includes Council support services, management of legal issues, records management, various human resources functions and oversight of departmental areas.

Information Technology

This segment is comprised of services related to the Village's information systems technology and infrastructure including its website.

Support Services (engineering, finance and planning)

This segment includes the Village's contracted support services for engineering, finance and planning. These services are provided on an as needed basis.

Building Inspection & Bylaw Enforcement

This segment provides for part-time building inspection and bylaw enforcement services which includes enforcement of various regulatory bylaws such as parking.

Public Works & Transportation

This segment includes the provision of services that relate to the Village's roads, bridges and drainage systems as well as for the maintenance of pedestrian walkways and trails.

Major Road Network (MRN)

This segment involves the maintenance and upkeep of the regional Bedwell Bay Road, the costs of which are funded by TransLink.

Fire & Emergency Services

This segment includes emergency planning and response services and minor expenditures related to fire protective, as the Sasamat Fire Department and its related services are shared regional services requisitioned and funded through the Metro Vancouver Regional District.

Waste & Recycle Depot (WARD)

This segment provides for refuse, recycling and organics drop-off at WARD, and pick-up and disposal of these same materials by a contractor.

Water System

This segment provides for the distribution and treatment of the water supply which is used for domestic and firefighting purposes.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

18. Segment reporting (continued):

	General government and fiscal services	Administration and human resources	Information technology	Support services (engineering finance and planning	Building inspection and bylaw enforcement	Public works and transportation
Revenue:						
Taxation (including grants in lieu)	\$ 863,520	\$ -	\$ -	\$ -	\$ -	\$ -
Sales of services and regulatory fees	10,800	-	-	-	171,453	1,100
Government transfers	686,490	-	-	10,000	-	-
Investment income	28,938	-	-	-	-	-
Actuarial income	-	-	-	-	-	-
Other revenues	6,991	-	-	-	-	-
	1,596,739	-	-	10,000	171,453	1,100
Expenses:						
Indemnities, salaries and benefits	64,850	321,041	-	-	71,245	189,151
Contracted services	126,989	-	49,399	231,614	5,586	-
Supplies and materials	97,533	5,914	-	-	9,063	75,904
Grants	2,331	-	-	-	-	-
Interest and other	52,498	-	-	-	-	-
Amortization	19,724	-	19,982	-	-	105,120
	363,925	326,955	69,381	231,614	85,894	370,175
Annual surplus (deficit)	\$ 1,232,814	\$ (326,955)	\$ (69,381)	\$ (221,614)	\$ 85,559	\$ (369,075)

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2020

18. Segment reporting (continued):

	Major road network (MRN)	Fire and emergency services	Waste and recycle depot (Ward)	Water system	2020	2019
Revenue:						
Taxation (including grants in lieu)	\$ -	\$ -	\$ -	\$ 233,498	\$ 1,097,018	\$ 989,978
Sales of services and regulatory fees	-	-	121,066	277,220	581,639	517,184
Government transfers	78,190	-	1,137	7,142	782,959	444,807
Investment income	-	-	1,115	4,581	34,634	36,381
Actuarial income	-	-	-	35,068	35,068	29,574
Other revenues	-	-	-	-	6,991	38,975
	78,190	-	123,318	557,509	2,538,309	2,056,899
Expenses:						
Indemnities, salaries and benefits	48,139	-	32,050	54,108	780,584	788,693
Contracted services	-	-	78,355	110,533	602,476	420,361
Supplies and materials	30,051	10,394	6,984	18,351	254,194	266,109
Grants	-	-	-	-	2,331	2,655
Interest and other	-	-	-	128,799	181,297	128,799
Amortization	-	-	7,357	159,852	312,035	306,282
	78,190	10,394	124,746	471,643	2,132,917	1,912,899
Annual surplus (deficit)	\$ -	\$ (10,394)	\$ (1,428)	\$ 85,866	\$ 405,392	\$ 144,000

VILLAGE OF BELCARRA

Schedule to Financial Statements (unaudited)

Year ended December 31, 2020

COVID-19 Safe Restart Grant:

	Emergency planning and response costs	Computer and other electronics technology costs	Addressing revenue shortfalls	Total
COVID-19 Safe Restart Grant Funds Received	\$ -	\$ -	\$ -	\$ 380,000
2020 COVID-19 Safe Restart Grant Claimed	62,340	3,087	133,033	198,460
Unused COVID-19 Restart Grant Funds (Restricted Surplus)	\$ 62,340	\$ 3,087	\$ 133,033	\$ 181,540



COUNCIL REPORT

File: 3090-20-8

Date: June 21, 2021
From: Lorna Dysart, Chief Administrative Officer
Subject: **5220 Coombe Lane Development Variance Permit**

Recommendation

That Council consider Development Variance Permit 2021-01 for 5220 Coombe Lane to relax zoning regulations to construct an Accessory Coach House on the property; and
 That a Public Meeting be held in conjunction with the Regular Council meeting scheduled for July 5, 2021, via Zoom.

Purpose

The purpose of this report is to present to Council Development Variance Permit 2021-01 for a proposed Coach House addition at 5220 Coombe Lane.

Background

The Provincial Government has granted municipal Councils the ability to relax or vary the regulations of a Zoning Bylaw and a Subdivision Servicing Bylaw upon the application of an owner of land. The Council is restricted in terms of what aspects of these Bylaws it can vary, in that a Development Variance Permit cannot be used to vary the **permitted uses** or **increase densities** that are established in a Zoning Bylaw. A Development Variance Permit can, however, be used to relax regulations such as building height, setbacks, parking, and frontage.

A Development Variance Permit Application (Attachment 2) for 5220 Coombe Lane was received by the Village on October 4, 2020. The applicant is requesting to relax the building height regulations for a new Coach house and to allow the Coach house to occupy both levels of the proposed Accessory Building.

Discussion

The location of 5220 Coombe Lane ("the Property") is on the Western edge of the Village of Belcarra, one of the last properties accessible by car before reaching Cosy Cove. The Property is bordered to the North and West by two irregular shaped lots. The area to the East of the property remains undivided and undeveloped. The Southern edge of the property abuts an unopened road allowance.

The property is large (32,780 sq. ft), mostly forested, irregular shaped, and contains dramatic grade changes. There are currently two structures, paved driveway, septic field, and septic tank on the property. At an earlier time only one building existed on the property. It is currently disused. In 1996, a Building Permit was issued to construct a new house at the South-East corner

of the lot approximately 10m from the existing, unoccupied structure and in 1998 a Building Permit was issued to convert the existing, unoccupied structure to an Accessory Building. The applicant/property owner is now proposing to build an entirely new Accessory Coach House where the current Accessory Building stands.

The applicant has described their rationale for the placement of the new Accessory Coach house and the requests for relaxations of certain regulations in a letter of intent submitted along with the application. The requested relaxations are summarized in the table below.

Curent Regulation	Proposed Relaxation
No Accessory Building shall be located nearer to the Front Lot Line than the front Wall of the Principal Building, except Garages and Accessory Coach Houses with a maximum height not greater than 4 metres (13 ft) above Natural Grade, which may be located nearer to the Front Lot Line than the front wall of the Principal Building, but not within 3 metres (9.8 ft) of the Front Lot Line.	Allow the Accessory Coach house to be built in the front yard with an additional 0.95 m (3.12 ft) in height
Where an Accessory Building is used to accommodate an Accessory Coach House, the Accessory Coach House shall only occupy one story on the Accessory Building	Allow the Accessory Coach house to occupy a portion of the first story as well as the second story of the Accessory Building

Financial Implications

There are no financial implications to this application as the Village costs are covered by the application fee.

Attachments

1. Development Variance Permit 2021-01
2. Development Variance Permit Application for 5220 Coombe Lane



VILLAGE OF BELCARRA
Development Variance Permit No. 2021-01



Issued pursuant to section 922 of the Local Government Act

1. This Development Variance Permit is issued to:

John Amor
 5220 Coombe Lane
 Belcarra, BC V3H 4N6

as the registered owner (hereinafter referred to as the "Permittee") and shall apply only to ALL AND SINGULAR those certain parcels of land and premises (hereinafter referred to as the "Land") situate lying and being in the Village of Belcarra, in the Province of British Columbia, and more particularly known as:

Lot 10, Section 23 Fractional Township West of Township 39, New Westminster District
 Plan 2411

located at:

5220 Coombe Lane

2. The said Land is subject to Village of Belcarra Zoning Bylaw No. 510, 2018 and amendments thereto.
3. That section 214 of Village of Belcarra Zoning Bylaw No. 510, 2018 be varied to allow the new Coach house to occupy more than one floor of an Accessory Building as indicated below and in accordance with the attached drawing shown as Schedule A of this permit:
 - (I) Allow the Accessory Coach House to occupy a portion of the first story as well as the second story of the Accessory Building.
4. That section 302.7 (b) of Village of Belcarra Zoning Bylaw No. 510, 2018 be varied by allowing the future construction of a Coach House to be built in the front yard with additional height as indicated below and in accordance with the attached drawing shown as Schedule A of this permit.
 - (II) Allow the Accessory Coach House to be built in the front yard with an additional 0.95 (3.12 ft) in height.
5. This Permit only pertains to the proposed Accessory Building as shown in Schedule A. The construction of any new building or structure shall comply with the applicable zoning regulations.
6. This Permit does not constitute a building permit.

AUTHORIZED RESOLUTION passed by Council on the ____ day of _____, 2021

IN WITNESS WHEREOF this Development Variance Permit is hereby issued by the Municipality, signed by the Mayor and Chief Administrative Officer,
the ____ day of _____, 2021

VILLAGE OF BELCARRA

Jamie Ross
Mayor

Lorna Dysart
Chief Administrative Officer

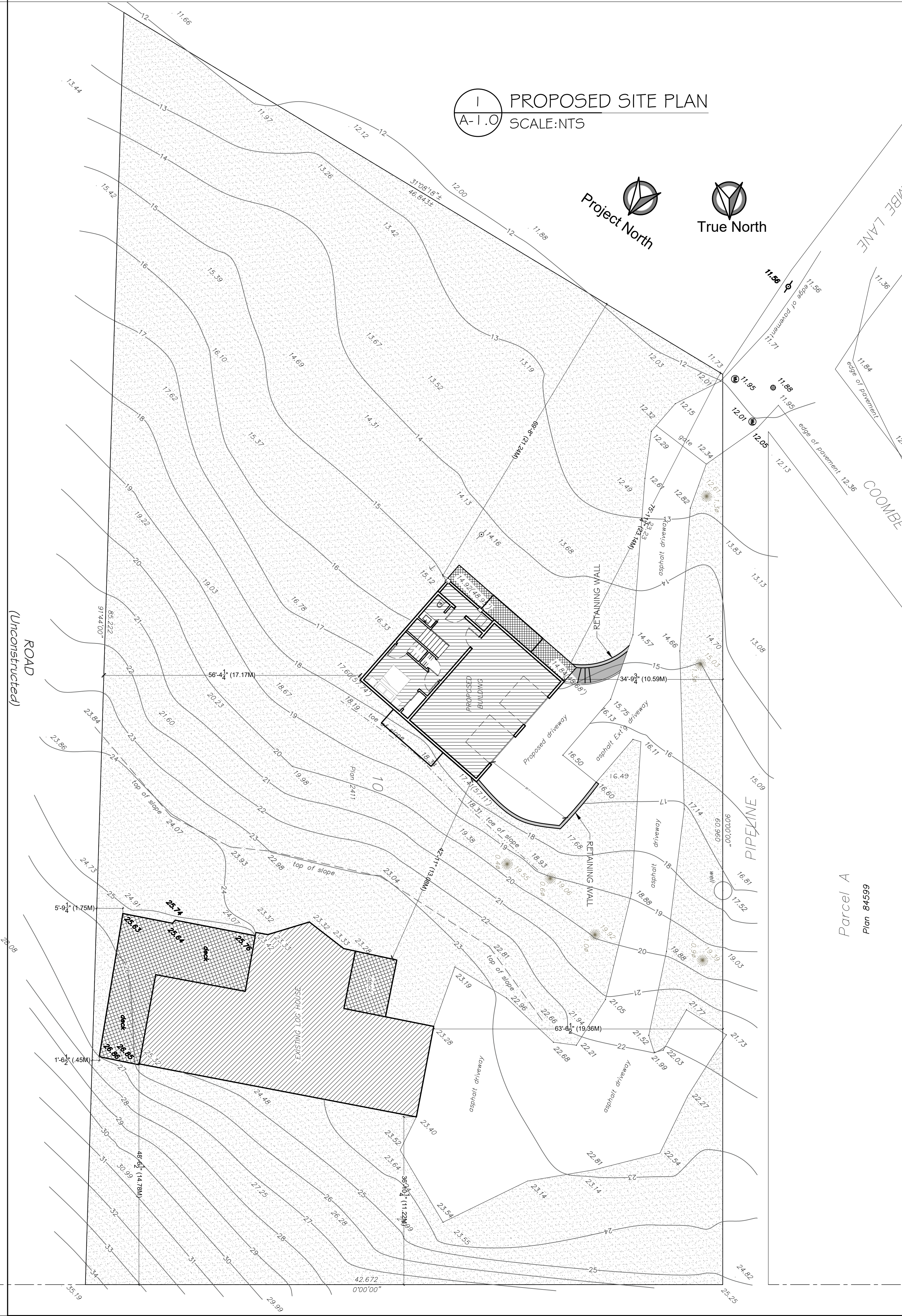
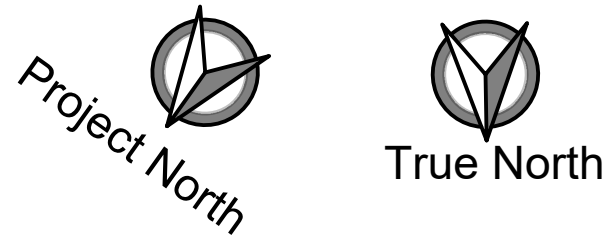
LOT 10, SECTION 23, FRACTIONAL TOWNSHIP WEST OF TOWNSHIP 39 NWD

5220 COOMBE LANE, BELCARRA, B.C.

CONTRACTOR TO VERIFY ALL DIMENSIONS AND MATERIALS ON THESE DRAWINGS AND REPORT ANY DISCREPANCIES TO THIS OFFICE PRIOR TO COMMENCING WITH CONSTRUCTION. SARAH GALLOP DESIGN INC. IS NOT RESPONSIBLE FOR ANY DISCREPANCIES NOT REPORTED IN WRITING PRIOR TO CONSTRUCTION. CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION. PLANS ARE COPYRIGHTED FOR THE EXCLUSIVE USE OF SARAH GALLOP DESIGN INC. ANY UNAUTHORIZED USE OR REPRODUCTION IS PROHIBITED.

REVISIONS:

PROPOSED SITE PLAN
SCALE: NTS



Parcel A
Plan 84599

SITE INFORMATION

ZONING - RS-1
SITE AREA :- 32783.70 Sq.Ft. (3045.70 Sq.m)

COACH HOUSE FLOOR AREA & FLOOR AREA RATIO (FAR)

PERMITTED (BY LAW REF: - 302.4-d) 1615 Sq.f (150.04 Sq.m)	PROPOSED TOTAL FAR 1557.98 Sq.Ft. (144.66 Sq.m)	
	COACH HOUSE TOTAL AREA 968.82 Sq.f (90.00 Sq.m)	GARAGE 589.16 Sq.f (54.73 Sq.m)
	MAIN FLOOR 364 Sq.f (33.81 Sq.m)	UPPER FLOOR 604.82 Sq.f (56.19 Sq.m)

FOOTPRINT OF THE PROPOSED BUILDING

PERMITTED 1000 Sq.f (92.90 Sq.m)	PROPOSED 998.58 Sq.f (92.77 Sq.m)
-------------------------------------	--------------------------------------

Re: DVP Application, Letter of Intent

Address: 5220 Coombe Lane, City of Belcarra.

DVP requested:

- The building height in a front yard from 4m to 4.95m of an Accessory Coach House that is also used as a Garage
 - Bylaw: Section 302 for RS-1 zoning: 214 (2) b)
- The occupancy of the Coach House over one story to be allowing over two stories
 - Bylaw: Section 302 for RS-1 zoning: 214 (5)

214 – Accessory Coach House Use

(1) Not more than one Accessory Coach House Use shall be permitted per Principal Residential Use;

(2) An Accessory Coach House Use must:

- be located in an Accessory Building that is also used as a Garage; or
- must be limited to 4 m (13.12 ft) in height;

(3) An Accessory Coach House Use shall not have a floor area that exceeds 92.9 square metres (1,000 square feet);

(4) An Accessory Coach House Use may be permitted provided that a Sewage Disposal Permit can be obtained from the responsible authority;

(5) Where an Accessory Building is used to accommodate an Accessory Coach House, the Accessory Coach House shall only occupy one storey of the Accessory Building;

To whom may concern,

This letter is to explain our design intent for the Development Variation Permit request at the address of

The existing lot offer an irregular shape, with a total area of 32,783.70 sf. The existing dwelling is a single-family home at located at the far end of the property. The property is mainly forested at the exception of the driveway area and a small portion of grass on front of the main dwelling. The property is at the bottom of a Hill with a steeper denivelation at the rear of the main dwelling. The rear yard set back is irregular, going from 36'-10" to 48'-6". It is not possible to build the proposed building given the steep hill that the garage entry would offer.

The proposed location of the new building has currently an auxiliary building, which at an era was the primary dwelling on the property. It doesn't have an occupancy designation and is not liveable. The location of our proposed Coach Home with Garage is in the front yard in the same location as the existing Accessory Building.

The proposed location has a minimal impact on the livability and privacy of the two dwellings. It will also avoid the abatement of the current trees' location in the rear yard, which is currently forested. I would not have any visual obstruction on the view from the main dwelling, the neighbor's dwellings, or future neighbor's development.

The first requested variance would allow the Coach Home with Garage below to be built in the front yard. Given the current slopped grade, the proposed building exceeds the maximum allowable building height by 0.95 meter. Granting this variation would allow the Coach Home to be built in the front yard and provide:

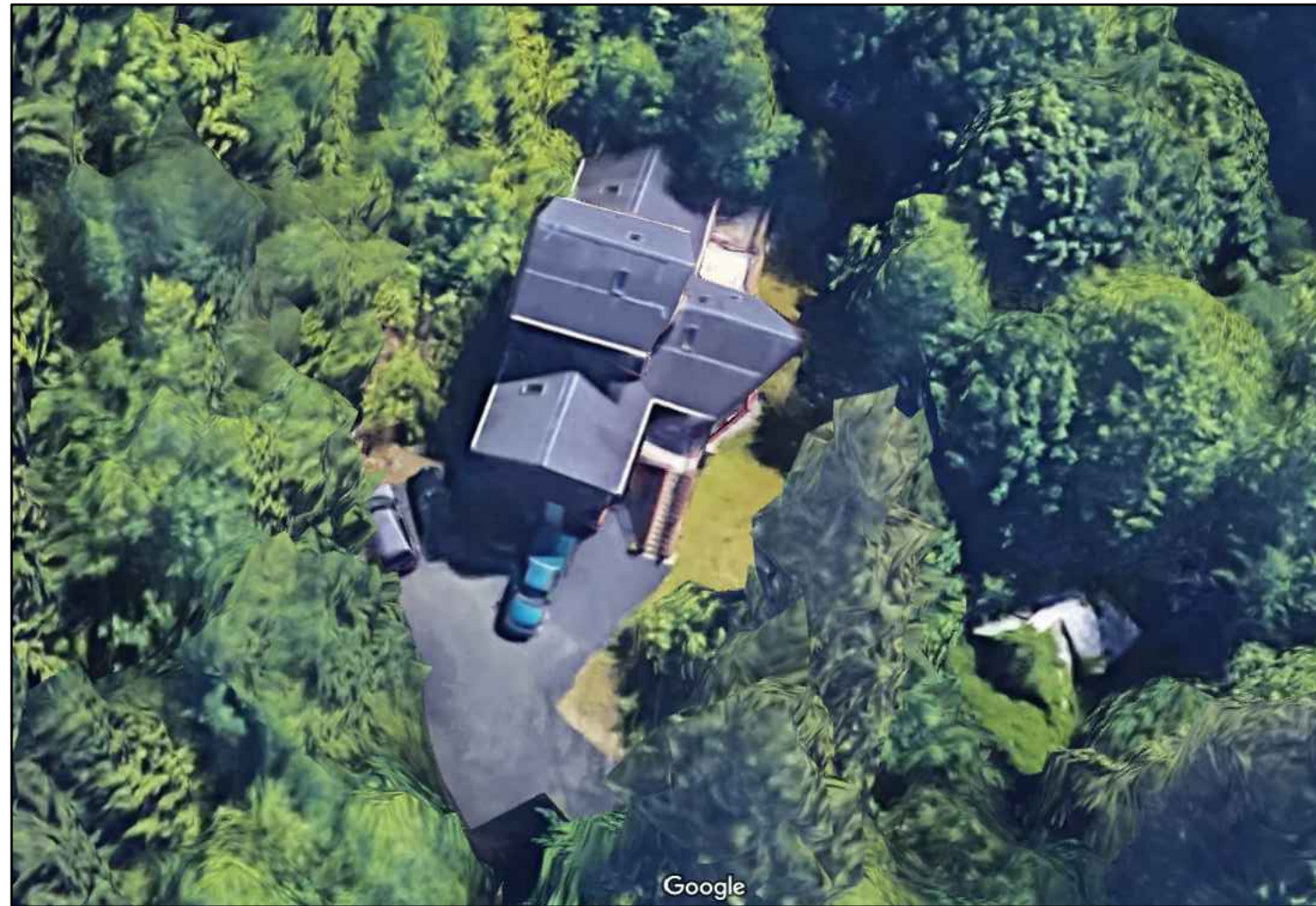
- Better privacy to both dwelling occupants
- Less noise distribution of the two dwellings by increasing the spatial distance between the dwellings
- Easier access to the Coach Home for the tenants
- Less impact on the environment by not removing trees from the forest
- Allow the owner of enjoyment of a garage for their vehicles

The second requested variance would allow the Coach Home Sq. Ft. to span over two story. Currently, the bylaw allows the garage footprint to be 1000 sf with a Coach Home of 1000 Sq. Ft. above. This proposal is a Garage at 589.16 Sq. Ft. and the Coach Home at 968.82 Sq. Ft. over two stories, for a total building of 1557.98 Sq. Ft. Granting this variation would:

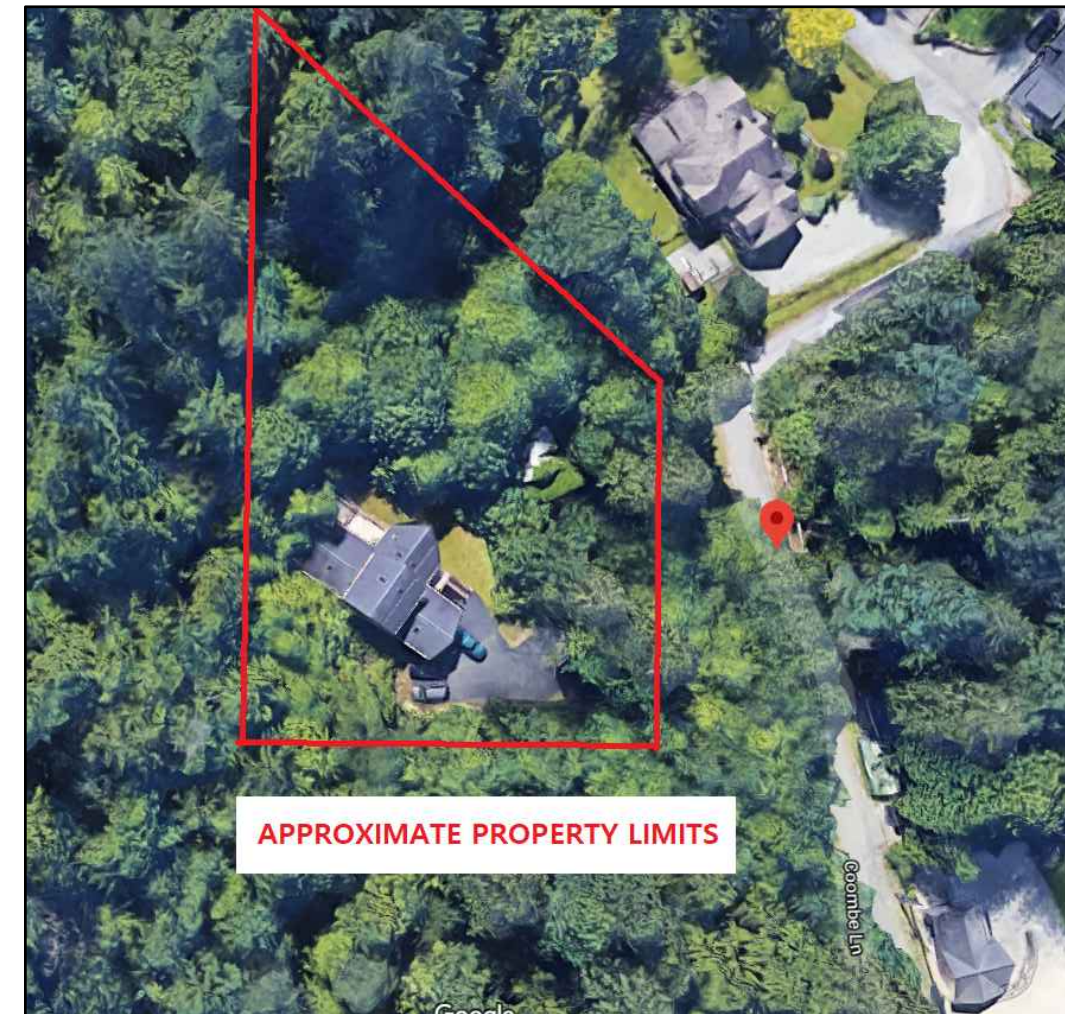
- Reduce the overall building massing by providing a smaller upper floor.
- Reduce the overall building massing by providing less FAR that what is currently allowed, which therefor offers a lower building height.
- Allow the Coach Home Sq.Ft. to remain, while creating a building with less impact on the overall site.
- Allow the new building footprint to occupy the existing auxiliary building location and driveway access.

To conclude, this variance would allow the owners to provide an extra rental for the City of Belcarra, while reaching their main goal of building a new Garage on their property. We are confident of our design proposed minimizes the impact on the site by keeping the building massing small and in the existing location. It increases life quality of both main and coach house dwellings by providing separation between the two.

Sincerely,



3D VIEW OF THE LAND



ARIEL VIEW OF THE LAND



EXISTING HOUSE TO BE DEMOLISHED. REBUILD THE COACH HOUSE IN THE SAME LOCATION



OFFICE LOCATIONS:

#11-1835 56 STREET
DELTA, B.C
PHONE:
604 952 4448
FAX:
888 698 4758
EMAIL:
info@sarahgallop.com

PROJECT:

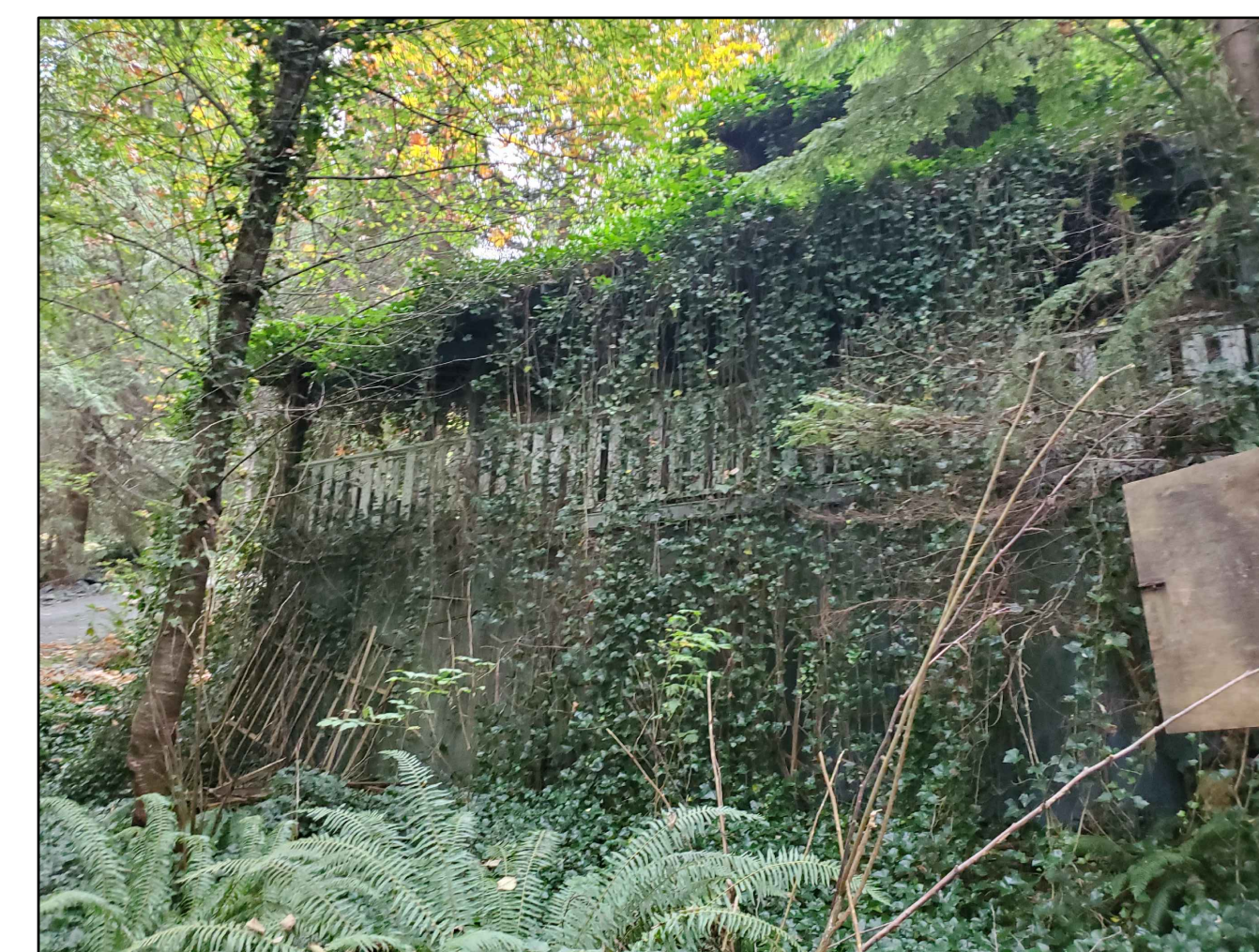
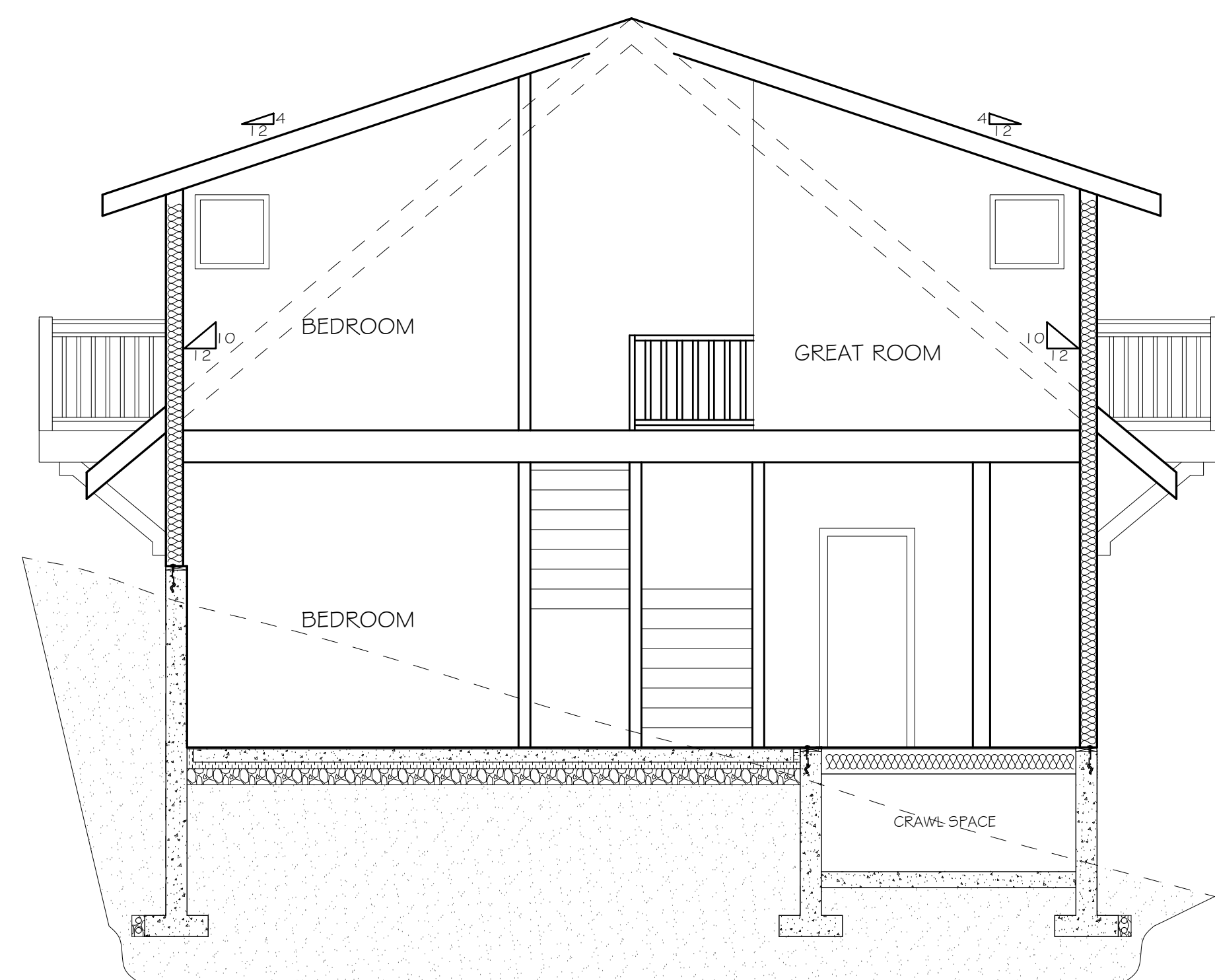
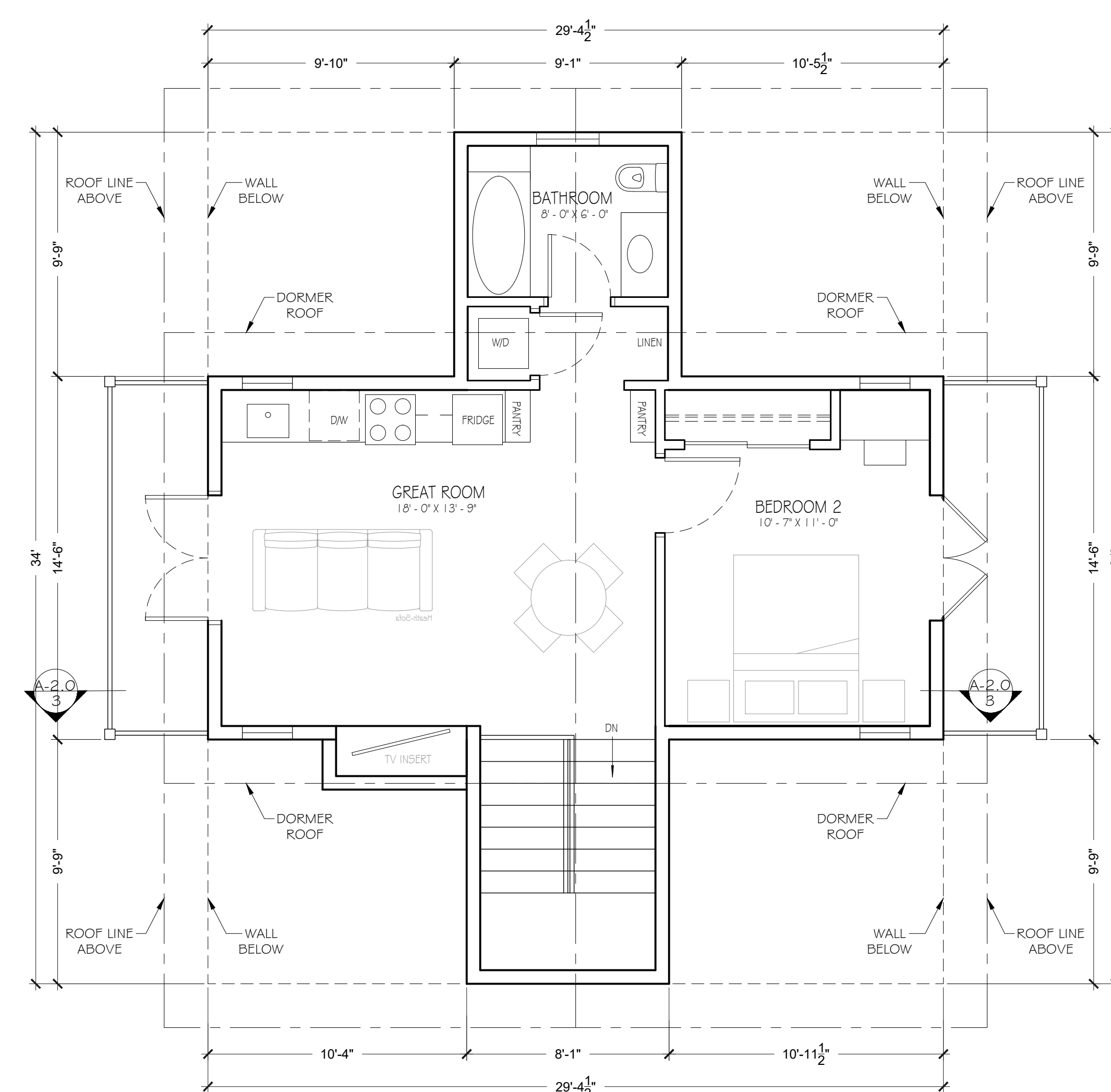
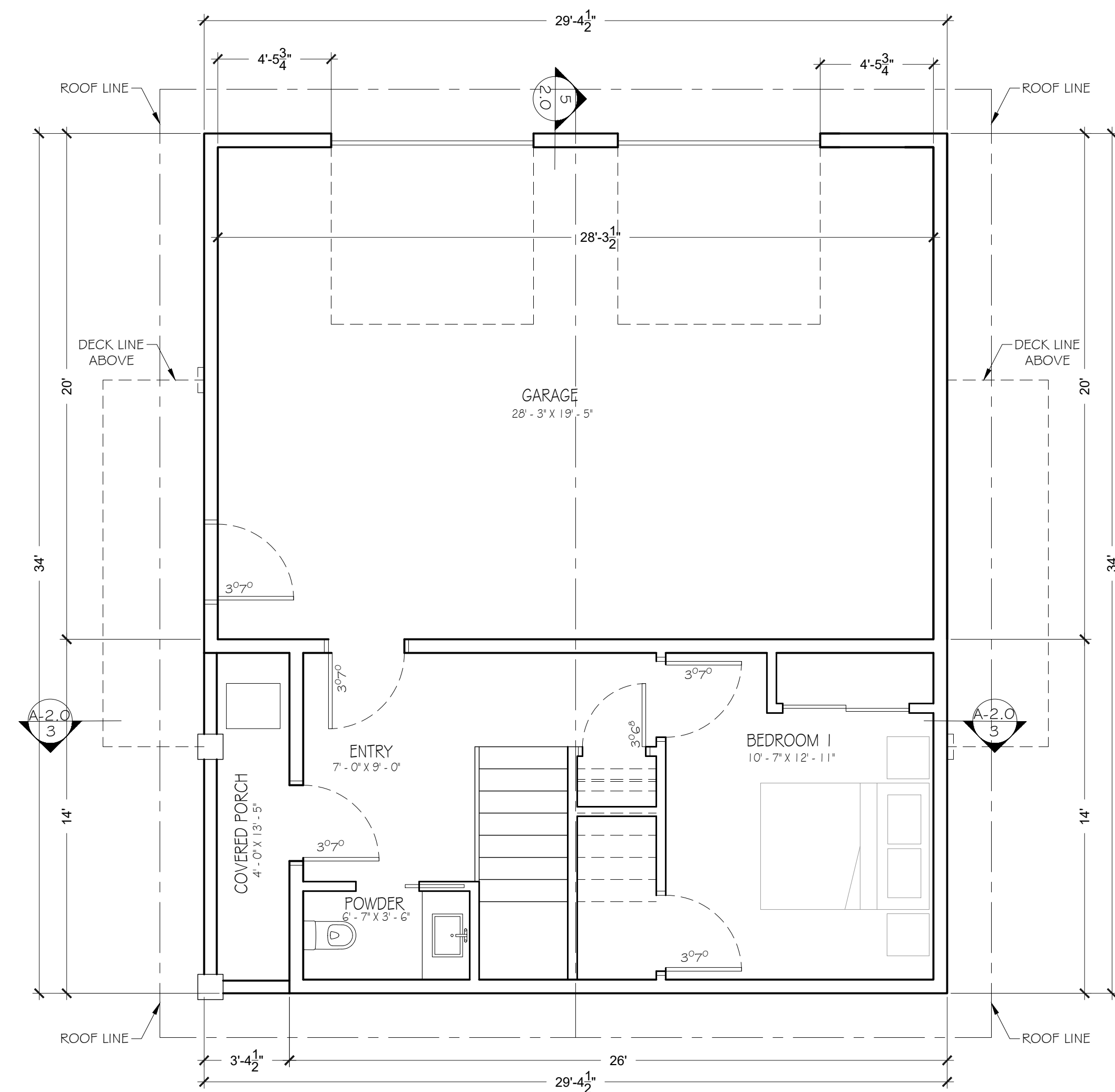
DRAWN BY:

CHECKED BY:

DATE:

REVISION:

SHEET:



CONTRACTOR TO VERIFY ALL DIMENSIONS AND MATERIALS ON THESE DRAWINGS AND REPORT ANY DISCREPANCIES TO THIS OFFICE PRIOR TO COMMENCING WITH CONSTRUCTION. SARAH GALLOP DESIGN INC. IS NOT RESPONSIBLE FOR ANY DISCREPANCIES NOT REPORTED IN WRITING PRIOR TO CONSTRUCTION. CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION. PLANS ARE COPYRIGHTED FOR THE EXCLUSIVE USE OF SARAH GALLOP DESIGN INC. ANY UNAUTHORIZED USE OR REPRODUCTION IS PROHIBITED.

REVISIONS



OFFICE LOCATIONS:

**#11-1835 56 STREET
DELTA, B.C**
PHONE:
604 952 4448
FAX:
888 698 4758
EMAIL:
info@sarahgallop.com

PROJECT:

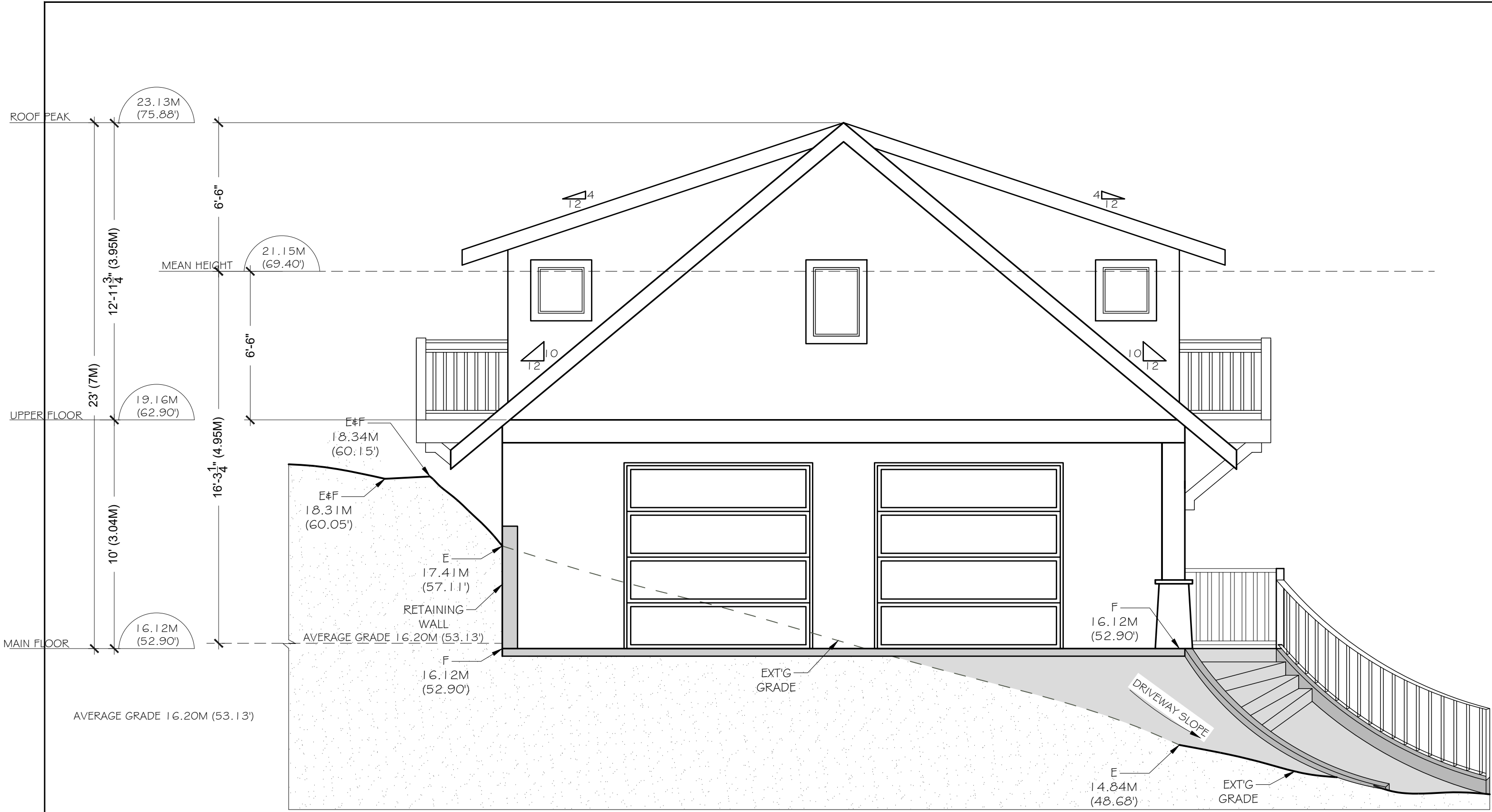
DRAWN BY:

CHECKED BY _____

DATE:

REVISION:

SHEFF

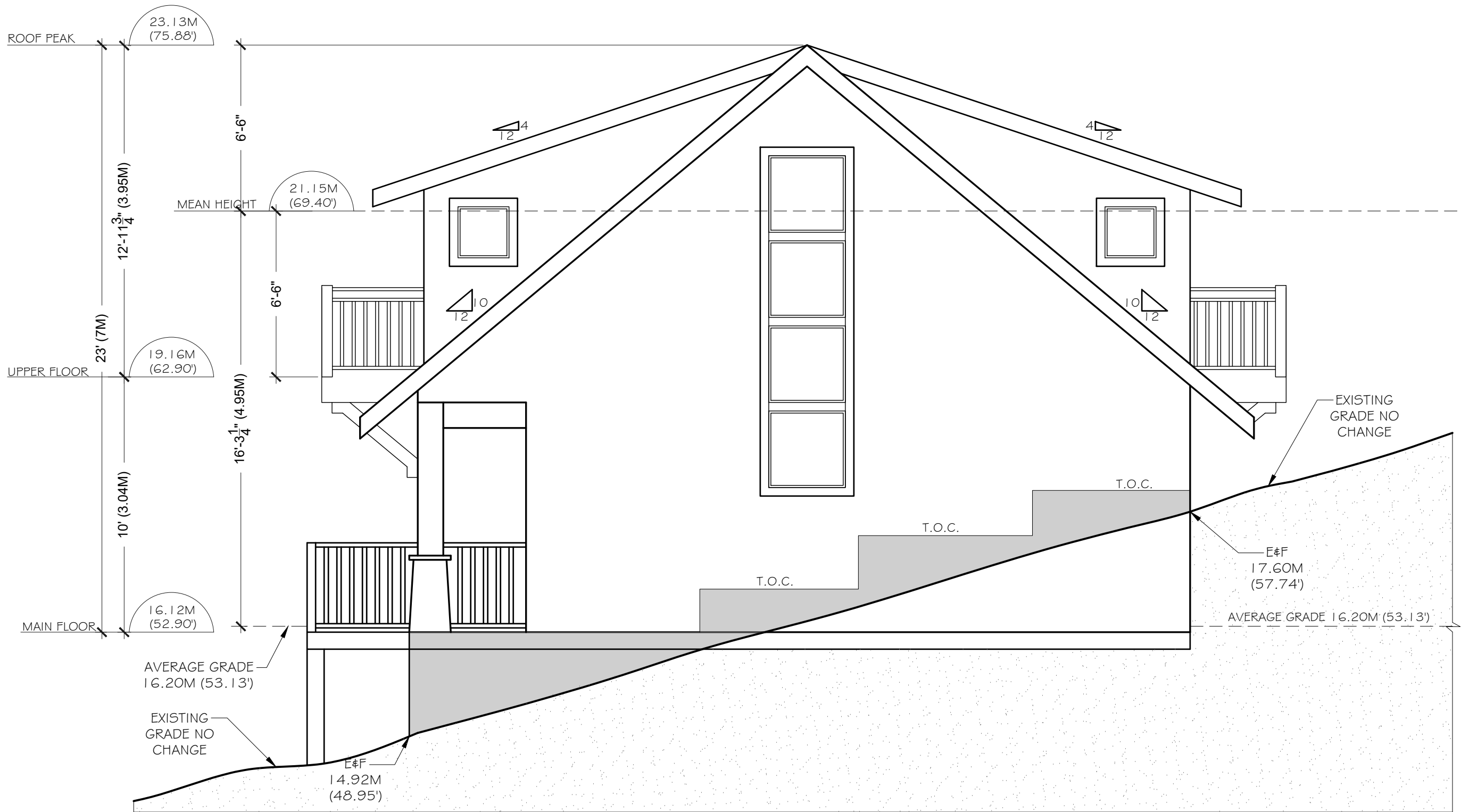


1 PROPOSED WEST ELEVATION
SCALE: 1/4" = 1'



2 PROPOSED SOUTH ELEVATION
SCALE: 1/4" = 1'

AVERAGE GRADE CALCULATION AS PER BYLAW 206			
WALL ELEVATION	AVERAGE GRADE	LENGTH	
NORTH ELEV.	$(17.6 + 17.41) / 2 = 17.51 \text{ M}$	10.36 M (34'-0")	181.4
WEST ELEV.	$(17.41 + 14.84) / 2 = 16.13 \text{ M}$	8.95 M (29'-4 1/2")	144.36
SOUTH ELEV.	$(14.84 + 14.92) / 2 = 14.88 \text{ M}$	10.36 M (34'-0")	154.16
EAST ELEV.	$(14.92 + 17.60) / 2 = 16.26 \text{ M}$	8.95 M (29'-4 1/2")	145.53
		38.62 M (126'-8 1/2")	625.45
$625.45 / 38.62 = 16.2 \text{ M}$			



3 PROPOSED EAST ELEVATION
SCALE: 1/4" = 1'



4 PROPOSED NORTH ELEVATION
SCALE: 1/4" = 1'

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REVISIONS:



OFFICE LOCATIONS:
#11-1835 56 STREET
DELTA, B.C
PHONE:
604 952 4448
FAX:
888 698 4758
EMAIL:
info@sarahgallop.com

PROJECT:

DRAWN BY:

CHECKED BY:

DATE:

REVISION:

SHEET:



VILLAGE OF BELCARRA

"Between Forest and Sea"

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8

TELEPHONE 604-937-4100 FAX 604-939-5034

belcarra@belcarra.ca • www.belcarra.ca



Authorization of all Registered Owner(s) of the Property

Please Print

Name: <u>JOHN Amor</u>	Name: _____
Address: <u>5220 Coombe Ave</u>	Address: _____
City: <u>BELCARRA</u>	City: _____
Prov./Postal Code: <u>V3H-4N6</u>	Prov./Postal Code: _____
Telephone #: <u>604 719-7820</u>	Telephone #: () _____
	Date: <u>OCT 4/2020</u>

To: Village of Belcarra

Project Address: 5220 Coombe Ave, Belcarra

I, we

JOHN Amor

Home owner(s) of the above address authorize

5220 Coombe Ave RD

to make an application to the Board of Variance for relaxation of the Zoning Bylaw on my/our behalf.

Property Owners (Signatures):

[Signature]



VILLAGE OF BELCARRA

"Between Forest and Sea"

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8

TELEPHONE 604-937-4100 FAX 604-939-5034

belcarra@belcarra.ca • www.belcarra.ca



DEVELOPMENT PERMIT VARIANCE APPLICATION

DISCLAIMER

Zoning Bylaw Appeals can be facilitated through a Board of Variance application which will require a statement of hardship and will be limited to minor variances as determined by the Board. Alternatively, a Development Variance Permit application can also be used to relax zoning requirements with no requirement for a statement of hardship or limitations to minor variances.

DATE: OCT 4/2020 NAME: JOHN Amor
MAILING ADDRESS: 5220 Coombe Ave RD Belcarra
TELEPHONE (Home): 604 719-7820 (Work): _____
PROPERTY ADDRESS: 5220 Coombe Ave RD Belcarra
LEGAL DESCRIPTION: Lot 10 ^{SECTION} Block 23 Plan _____ D.L. P. 2411
ZONING: RS1 ^{FRACTIONAL TWS. WEST OF TWP 39.}
CURRENT USE: RESIDENTIAL, single fam. PROPOSED USE: RESIDENTIAL, single family
REASONS FOR APPEAL: - Building height relaxation
- Accessory coach home to occupy 2 storey
SIGNATURE OF OWNER(S): _____

THE FOLLOWING DOCUMENTS ARE REQUIRED IN SUPPORT YOUR APPLICATION:

- ☒ Copy of Title Search made within past 30 Days (a copy can be provided at a cost set out in the Fees & Charges Bylaw)
- ☒ Letter of hardship in support of Appeal
- ☒ Site Plan showing property lines, all existing buildings, water courses and proposed construction/relaxation
- ☒ Construction drawings for proposed construction required

FEES

Development Variance Permit

Application Fee is determined by the Fees and Charges Bylaw

TOTAL FEES PAID \$ 1275.00

Freedom of Information and Protection of Privacy Act Notification:

The information on this form is collected under the general authority of the Local Government Act. It is related directly, required and used by the Village of Belcarra, to administer the Development Variance application process. The access and privacy provisions of the *Freedom of Information and Protection of Privacy Act* apply to the information collected on this form. Please contact the Information and Privacy Officer at 604-937-4100 if you have any questions.

Re: DVP Application, Letter of Intent

Address: 5220 Coombe Lane, City of Belcarra.

DVP requested:

1. The building height in a front yard from 4m to 4.95m of an Accessory Coach House that is also used as a Garage
 - a. Bylaw: Section 302 for RS-1 zoning: 214 (2) b)
2. The occupancy of the Coach House over one story to by allowing over two stories
 - a. Bylaw: Section 302 for RS-1 zoning: 214 (5)

214 – Accessory Coach House Use

(1) Not more than one Accessory Coach House Use shall be permitted per Principal Residential Use;

(2) An Accessory Coach House Use must:

a) be located in an Accessory Building that is also used as a Garage; or

b) must be limited to 4 m (13.12 ft) in height;

(3) An Accessory Coach House Use shall not have a floor area that exceeds 92.9 square metres (1,000 square feet);

(4) An Accessory Coach House Use may be permitted provided that a Sewage Disposal Permit can be obtained from the responsible authority;

(5) Where an Accessory Building is used to accommodate an Accessory Coach House, the Accessory Coach House shall only occupy one storey of the Accessory Building.

To whom may concern,

This letter is to explain our design intent for the Development Variation Permit request at the address of

The existing lot offer an irregular shape, with a total area of **32,783.70** sf. The existing dwelling is a single-family home at located at the far end of the property. The property is mainly forested at the exception of the driveway area and a small portion of grass on front of the main dwelling. The property is at the bottom of a Hill with a steeper denivelation at the rear of the main dwelling. The rear yard set back is irregular, going from 36'-10" to 48'-6". It is not possible to build the proposed building given the steep hill that the garage entry would offer.

The proposed location of the new building has currently an auxiliary building, which at an era was the primary dwelling on the property. It does not have an occupancy designation and is not liveable. The location of our proposed Coach Home with Garage is in the front yard in the same location as the existing Accessory Building.

The proposed location has a minimal impact on the livability and privacy of the two dwellings. It will also avoid the abatement of the current trees' location in the rear yard, which is currently forested. I would not have any visual obstruction on the view from the main dwelling; the neighbors' dwellings; or future neighbors' development.

The first requested variance would allow the Coach Home with Garage below to be built in the front yard. Given the current sloped grade, the proposed building exceeds the maximum allowable building height by 0.95 meter. Granting this variation would allow the Coach Home to be built in the front yard and provide a:

1. Better privacy to both dwelling occupants
2. Less noise distribution of the two dwellings by increasing the spacial distance between the dwellings
3. Easier access to the Coach Home for the tenants
4. Less impact on the environment by not removing trees from the forest
5. Allow the owner of enjoyment of a garage for their vehicles

The second requested variance would allow the Coach Home sq ft to span over two story. Currently, the bylaw allows the garage footprint to be 1000 sf with a Coach Home of 1000sqft above. This proposal is a Garage at 589.16 sqft and the Coach Home at 968.82 sqft over two stories, for a total building of 1557.98 sqft. Granting ~~us~~ this variation would:

1. Reduce the overall building massing by providing a smaller upper floor
2. Reduce the overall building massing by providing less FAR that what is currently allowed, which therefor offers a lower building height.
3. Allow the coach house Sq.Ft to remain, while creating a building with less impact on the overall site
4. Allow the new building footprint to occupy the existing auxiliary building location and driveway access

To conclude, this variance would allow the owners to provide an extra rental for the City of Belcarra, while reaching their main goal of building a new Garage on their property. We are confident of our design proposed minimizes the impact on the site by keeping the building massing small and in the existing location. It increases life quality of both the main and coach house dwellings by providing separation between the two.

Sincerely,



COUNCIL REPORT

Date: June 21, 2021

From: Stewart Novak, Public Works, and Emergency Preparedness Coordinator

Subject: **2020 Drinking Water Quality Annual Report**

Recommendation

That the 2020 Drinking Water Quality Annual Report be received for information.

Purpose

To provide the Belcarra Water Supply and Distribution System consumers and the Fraser Health Authority with the required annual water source, supply and water quality information based on 2020 analytical sampling and operational procedures.

Background

This is the annual Drinking Water Quality Annual Report prepared by the Village of Belcarra (Belcarra) under the Water Quality Monitoring and Reporting Plan for the Metro Vancouver (MV) and Member Municipalities. It is a Provincial Health requirement to provide information on water quality and system operational procedures to its consumers.

Metro Vancouver reported that all samples collected in 2020 satisfied the bacteriological requirements of the BC Drinking Water Protection Regulation. The Village has not had any water advisories for many years. The report is provided to the Fraser Health Authority for review and comment.

Attachment: 2020 Drinking Water Quality Annual Report



VILLAGE OF BELCARRA



DRINKING WATER QUALITY ANNUAL REPORT

2020

Submitted: June 21, 2021

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INTRODUCTION

This report is prepared by the Village of Belcarra (Belcarra) under the Water Quality Monitoring and Reporting Plan for the Metro Vancouver (MV) and Member Municipalities. The purpose of the report is to provide Belcarra water consumers and the Medical Health Officer (MHO) with drinking water sampling test results for 2020, and to present background information on Belcarra concerning water supply, treatment, and specific measures being taken to protect and enhance drinking water quality as per requirements under the Drinking Water Protection Act.

A. GENERAL DESCRIPTION

Belcarra delivers potable water to its customers via a waterworks distribution system incorporating approximately 11 Km of water mains, one pressure zone, pumping station and water storage reservoir. From the period January 1, 2020 to December 31, 2020, the water distribution system provided water to 185 of a possible 275 parcels.

From January 1, 2020 to December 27, 2020, there was 3,724,540 cubic feet of water consumed (105,467 cubic meters). In 2019, water consumption totalled 2,554,030 cu/ft (72,322 cubic meters), which increased in 2020 by 1,170,510 cu/ft (33,145 cubic meters). The primary use is residential consumption; however, in 2019 a commercial water connection was installed in Belcarra Park for the use of public washrooms, irrigation, and drinking fountains.

Staff began monitoring the water consumption of Belcarra Park on March 6, 2020 and recorded the first reading of 15,503 Cubic Feet (439 Cubic Meters). On December 31, 2020 staff recorded a reading of 87,651 Cubic Feet (2,482 Cubic Meters). In addition, a small percentage of water is used for water main flushing in an effort to keep the water circulating. All Belcarra water is purchased from the Greater Vancouver Water District (GVWD), through the District of North Vancouver (DNV).

B. WATER DISTRIBUTION SYSTEM – Village of Belcarra

1. General

The Belcarra water distribution system is comprised of four networks, these are further described as:

- Village of Belcarra Marine Crossing Mains
- Reservoir Supply Main
- Village of Belcarra Water Distribution System
- Upper Pressure Zone on Main Avenue and Bedwell Bay Road

For the purposes of water quality monitoring and reporting in Belcarra, the location where water is drawn from the GVWD transmission system into the DNV system are considered “sources” for the Belcarra system.

A map of the overall water system showing the gravity and pressure zones and water quality sampling site locations is included (See Appendix A).

2. Belcarra Water Quality Testing

Sample tests are performed monthly by Belcarra staff, and twice a month in June, July, August and September. A minimum of four to five of the 13 sample stations are tested each month, with all 13 sample stations being tested over a three-month period (For a list of Belcarra Sample Site Stations See Appendix B).

Samples are delivered to the Metro Vancouver laboratory for analysis and reporting. Standard bacteriological parameters analysed by the Metro Vancouver laboratory are Total Coliform, E. coli and Heterotrophic Plate Count (HPC).

The Fraser Health Authority (FHA) may take random samples from; selected sites, or areas where water quality complaints have originated, or where waterworks construction or maintenance activities are underway.

Locations of water quality sampling points in the Belcarra system are based on a guideline provided by the Regional Medical Health Officers as follows:

- i. One sampling point at “source” (supply from GVWD/DNV)
- ii. Twelve sampling points at system dead-ends or near dead-ends

Sampling frequency was completed in accordance with the recommendations provided by the Fraser Health Authority.

A table showing the Schedule for Sampling and Reporting is included (See Appendix C).

(a) Physical Parameters

Water temperature and turbidity are measured for all samples and collected for bacteriological testing and are reported in the overall microbiology test results from the Metro Vancouver laboratory. Turbidity is measured in Nephelometric Turbidity Units (NTUs). Health Canada Guidelines for Canadian Drinking Water Quality sets the Aesthetic Objective for water temperature at less than or equal to 15 degrees Celsius and an upper limit of 1 NTU for turbidity. Taste, odour and turbidity are monitored on a complaint basis.

(b) Chemical Parameters

In 2020, chemical monitoring in the water distribution system was conducted for the following:

- i. **Free chlorine residual** – The presence of free chlorine: A sufficient amount of chlorine was initially added to the water to inactivate the bacteria and some viruses that cause diarrheal disease; and protect the water from recontamination during storage. The presence of free chlorine in drinking water is correlated with the absence of disease-causing organisms, and thus is a measure of the potability of water.
- ii. **Haloacetic acids (HAA's)** – are a type of chlorination disinfection by-product (CDBP) that are formed when the chlorine used to disinfect drinking water reacts with naturally occurring organic matter (NOM) in water. Haloacetic acids are a relatively new disinfection by-product.
- iii. **Trihalomethanes (THM's)** – THM's are disinfection by-products. formed when chlorine or bromine interacts with the natural organic materials found in water.
- iv. **pH** – Power of Hydrogen. pH is a measurement under the Aesthetic Objective guidelines, with the optimal range of values between 6.5 – 8.5 pH.
- v. **Metals** – The EPA has set maximum contaminant levels (MCL) for metals including arsenic, barium, cadmium, chromium, lead, copper, mercury, selenium, nickel, thallium, antimony, and beryllium. This means that public water supplies are monitored for these metals regularly

3. Results

Test results for bacteria, temperature, turbidity, and chlorine residual are compiled for each sample site.

- Belcarra Bacteria counts

A table of results of bacteriological testing of Sample Station Readings of E. coli, HPC, Total Coliform from January to December is attached (See Appendix D).

Metro Vancouver's analysis of HPC confirmed that out of 80 samples submitted, zero samples exceeded Metro Vancouver's threshold of 500 CFU/ml. All samples were taken from dead end water mains and can be adversely affected by the water age and usage at these dead-end locations. All mains with samples over the threshold were flushed to improve the water quality in those locations.

Metro Vancouver reported that all samples collected in 2020 satisfied the bacteriological requirements of the BC Drinking Water Protection Regulation.

- Belcarra Physical Parameters

In 2020, 80 samples were tested for turbidity levels in the Belcarra water distribution system and no samples were greater than 5.0 NTU. Water temperatures ranged from a March low of 3.3° C to an August high of 19.3° C

- Belcarra Chemical Parameters

- i. Belcarra water comes from GVWD/DNV where it is received at the Michael Rosen water station. The chlorine residual at that location averages 0.62 mg/l. The water then gets distributed throughout the municipality where other samples are taken at various locations.

70 samples were taken at various end of the run locations. Out of the 70 samples, 1 was below the minimum chlorine residual concentration of 0.2 mg/l. Waterline flushing resolved all low chlorine level issues at this location.

As stated in the previous report, a real time chlorine monitoring station was installed in the Tatlow facility which sends an alarm to all our water service technicians when the system senses a low chlorine reading.

- ii. **Haloacetic Acids (HAA's)** – Haloacetic Acids (HAA)

In Belcarra all **8** of the 2020 samples taken were below the MAC of 80 ppb/mL for this parameter (See Appendix E).

- iii. **Trihalomethanes (THMs)** – Trihalomethanes (THMs)

All **8** of the 2020 samples taken in Belcarra were below the MAC of 100 ppb/mL for this parameter (See Appendix E).

- i. **pH** – All **8** of the samples taken were within the Aesthetic Objective guidelines of between **6.5** and **8.5** pH (See Appendix E).

- ii. **Metals** – a total of **8** for metals, including copper, lead and zinc, were collected in 2020 for Metro Vancouver Metals Sampling Program for Belcarra (See Appendix F). All the metals tested were under the recommended maximum allowable Guideline Limits.

- iii. **PAHs or BETX** – as there are no significant lengths of Steel or PVC water mains in the Belcarra System, no testing was performed for PAHs, BETX or Polyvinyl Chloride in 2020.

4. Challenges

Keeping chlorine residuals above the 0.20 mg/L is critical for maintaining a healthy and safe water distribution system in our municipality. The combination of cold-water temperatures and ensuring no water stagnation in dead end lines help to keep chlorine residuals above 0.20 mg/L.

Work Program 2020

- Water sampling ports are installed at the water main ends, and at dead-end branch lines. They are opened to allow additional waterflow as an operational means to move water through the lines thereby helping to maintain the quality of water in these low waterflow areas.
- A total of 5 new water service connections were completed in 2020
- 50% of the hydrants were flushed in Belcarra. In addition to routine flushing, Public Works Department monitors the HPC results and perform additional flushing through the sample ports and fire hydrants when HPC readings are greater than 500 CFU/ml.
- 50% of the hydrants received tear downs and service. The municipality gets divided into two zones for hydrant servicing; one hydrant zone gets a tear down and service, while the second zone receives a hydrant flushing. Each year the services gets switched from the first zone to the second zone.
- Spent significant time surveying and searching for possible leaks in the system. One area was identified at the corner of Main and Bedwell Bay Road where crews found a leaking isolation valve that was draining into the storm sewer system. The leaking valve was repaired, and no other leaks were identified during the search.
- The air valves of the Marine Crossing were purged monthly in the Midden building.
- Isolation valves along the full length of the water main get exercised and serviced if needed.
- Fuel tank scrubbing was completed as part of the yearly maintenance on the generator and the fire pump.

Additional Measures Taken in 2020

1. Auto flushing units have been eliminated from the capital planning budget. It was determined that the cost vs benefit could not be justified. Staff will continue to manually flush dead zones as required.
2. Due to the COVID-19 Pandemic additional measures were implemented relating to Water Operator working hours. Starting on March 29, 2020, the two Water Operators were assigned to one week at work, one week at home shifts. The Operator staying at home remained on duty as a Water Operator and monitored SCADA system.

The rotating duty remained in place throughout December. The rotational stay at home policy was implemented in order to limit the exposure of the Water Operators, as their work is an essential service.

C. INCIDENTS/SIGNIFICANT COMPLAINTS

- One phone call was received in concern about the sound of water running into the ditch during a dry summer month. Upon investigation, it was determined that a resident had their outside hose running into a manufactured pond and fountain. Staff advised that was excessive use of the Village water and was not permitted and asked the resident to shut down the fountain.
- Water Reservoir Tank fill: An air lock occurred in one of the solenoids that control the water reservoir level. The air lock caused the tank to remain in the 'filling cycle'. A technician was called in to investigate. It was and repaired and the issue was dealt with within one day.

D. GENERAL WATER ADVISORIES

No water advisories have been issued to date in Belcarra.

E. OPERATOR TRAINING/QUALIFICATIONS

In 2012 Environmental Operators Certification Program (EOCP) advised Belcarra, the water system would be classified as a Level 1 based on 270 connections. Belcarra currently has two Water Distribution System Operators with Level 1 Operator's Certification from the EOCP, keeping Belcarra in full compliance with the regulation. Continuing education of the water distribution system Operators ensures their relevant knowledge of operating a water system as they work towards their Level 2 certification.

F. SECURITY MEASURES

Security features at Belcarra include:

- Locked accesses to the reservoir with the ladder removed
- Exterior lighting and fencing for the water receiving building at Midden
- Dual locking mechanisms to enter the Midden and pump station buildings
- Door alarms at Strathcona chamber & kiosk, and Midden & Tatlow buildings
- iPhone intrusion alarm at the Strathcona chamber to the District of North Vancouver
- CCTV cameras at Public Works, Midden building, Tatlow reservoir and pump station

G. NOTIFICATION AND EMERGENCY RESPONSE PLAN

All water system alarms and phone calls from the public get sent directly to the 'on call' staff member who is on duty for the week (24 hr clock). There are three staff members who rotate the duty on a weekly basis.

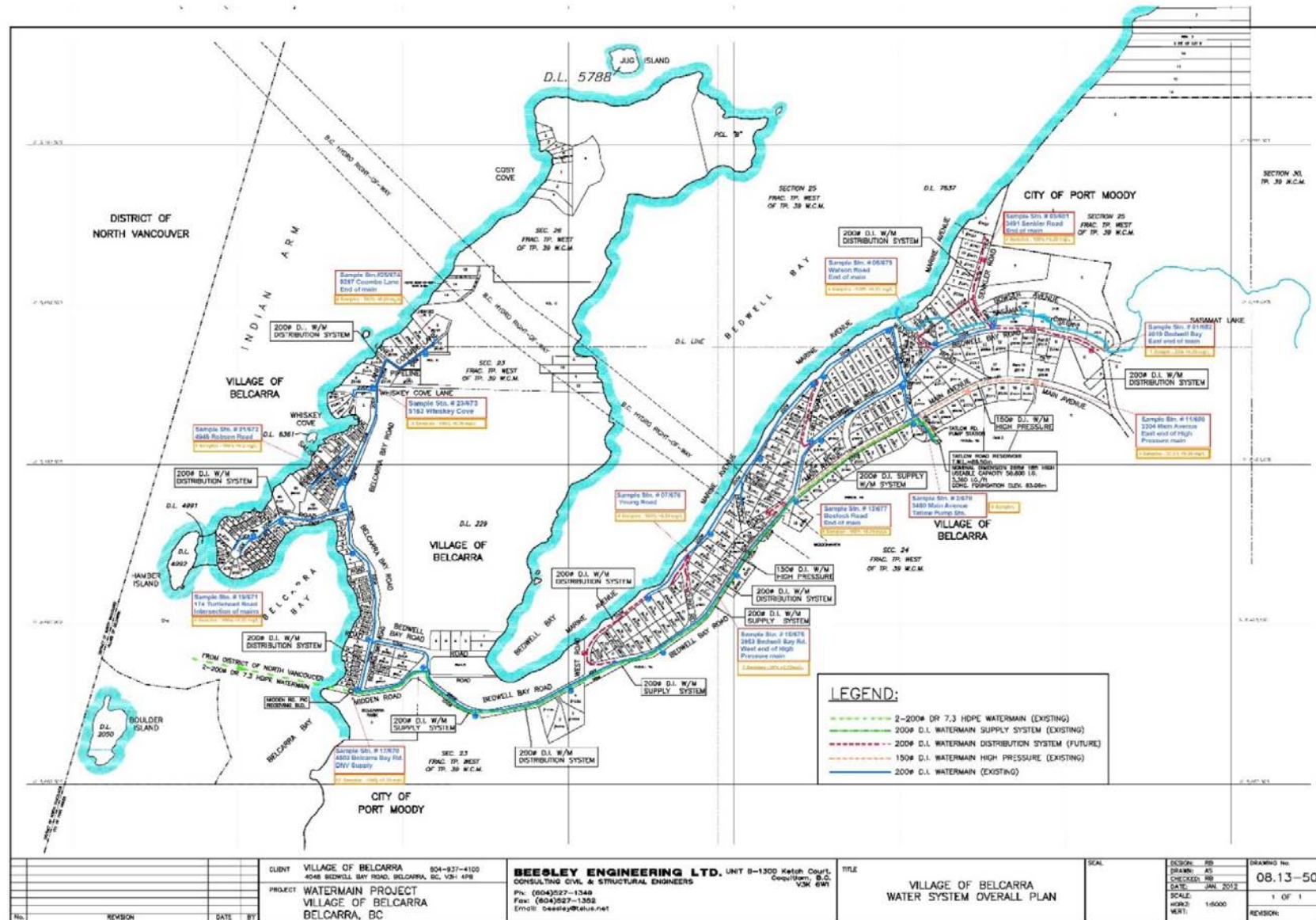
The on-duty staff member has the technology to view the water control system and activate many of the control switches via their phone. They will also attend on scene when necessary to control or isolate as needed.

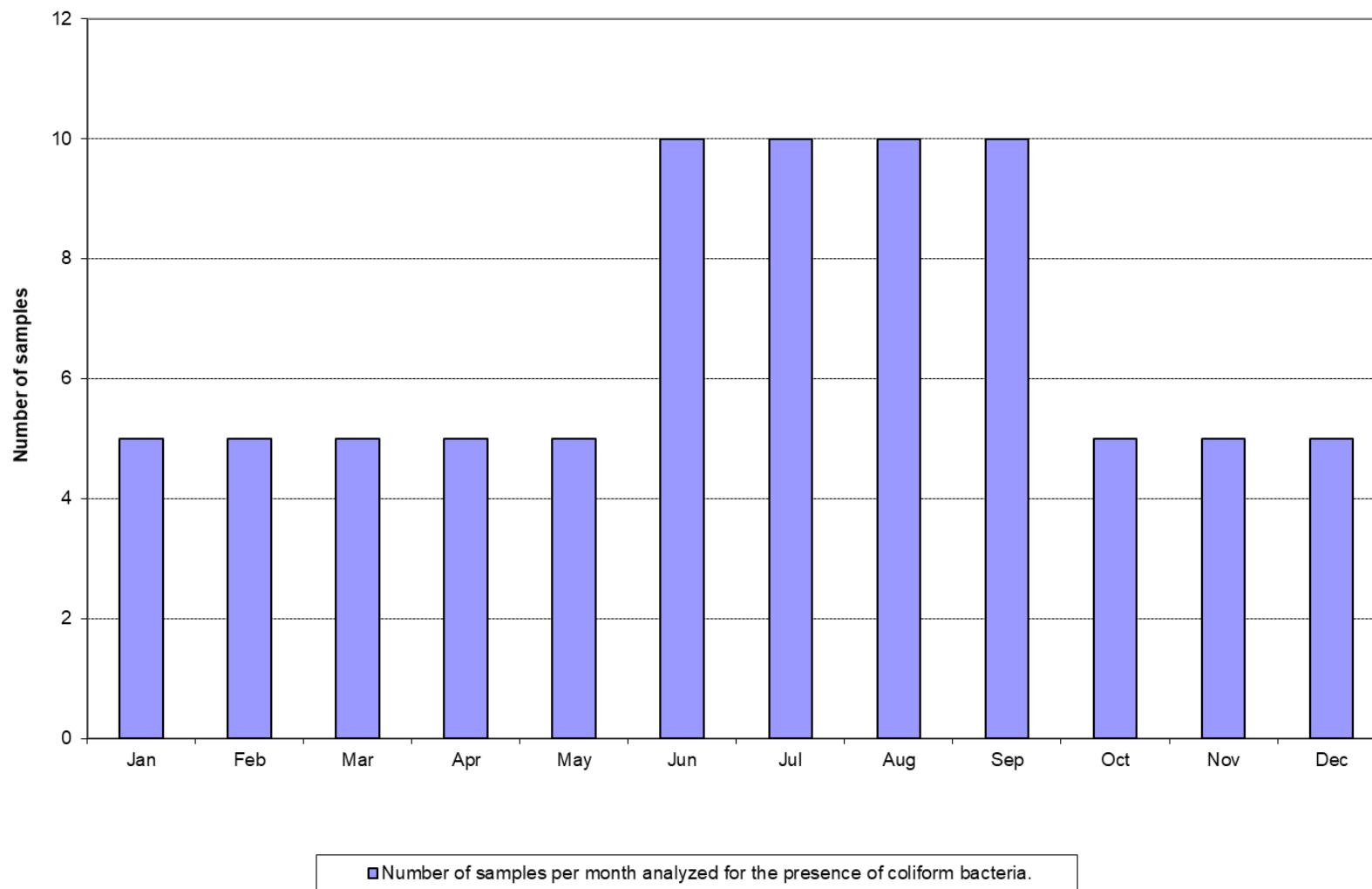
Staff may also utilize a list of contractors that was established emergency call ins that we have established for; major line breaks, electrical service, valves, fire pump, and monitoring.

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Appendix A

Map of Belcarra Water System, Sampling Site Locations and Pressure Zone



Appendix B**VILLAGE OF BELCARRA - 2020**

Appendix C

Schedule for Belcarra Sampling and Reporting for 2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<u>DISTRIBUTION SYSTEM SAMPLING</u>												
Temperature, E. coli, HPC, Total Coliform, Turbidity, & Free Chlorine Residuals (Monthly)	X	X	X	X	X	X X	X X	X X	X X	X	X	X
HAA's, THM's, pH (Quarterly)		X			X			X				X
Metals: Copper, Lead, Zinc										X		
<u>NOTIFICATION</u>												
2020 Annual Report:												
Annual Report sent to MHO						X						
MHO to send Council response						X						
Staff Report to Council						X						
Posted on Web						X						

Appendix D

Belcarra Sample Station Readings of; Chlorine Free, E. coli, HPC, Temperature, Total Coliform, and Turbidity

Sample Name	Sample type	Sample Description	Sampled date	Chlorine Free (mg/L)	Ecoli (CFU/100mLs)	HPC (CFU/mL)	
BLC-670	grab	4503 Belcarra Bay Road	21-Jan-20	0.67	<1	<2	
BLC-675	grab	3953 Bedwell Bay Road	21-Jan-20	0.21	<1	<2	
BLC-676	grab	Young Road	21-Jan-20	0.61	<1	<2	
BLC-679	grab	Watson Road	21-Jan-20	0.12	<1	4	
BLC-680	grab	3204 Main Avenue	21-Jan-20	0.5	<1	<2	
BLC-670	grab	4503 Belcarra Bay Road	11-Feb-20	0.63	<1	<2	
BLC-671	grab	174 Turtlehead Road	11-Feb-20	0.45	<1	<2	
BLC-672	grab	4945 Robson Road	11-Feb-20	0.44	<1	<2	
BLC-673	grab	5163 Whiskey Cove	11-Feb-20	0.5	<1	32	
BLC-674	grab	5297 Coombe Lane	11-Feb-20	0.51	<1	<2	
BLC-670	grab	4503 Belcarra Bay Road	10-Mar-20	0.73	<1	<2	
BLC-677	grab	Bostock Road	10-Mar-20	0.61	<1	<2	
BLC-678	grab	3480 Main Avenue	10-Mar-20	0.48	<1	8	
BLC-681	grab	3491 Senkler Road	10-Mar-20	0.75	<1	2	
BLC-682	grab	3819 Bedwell Bay Road	10-Mar-20	0.52	<1	<2	
BLC-670	grab	4503 Belcarra Bay Road	15-Apr-20	0.71	<1	<2	
BLC-675	grab	3953 Bedwell bay Road	15-Apr-20	0.52	<1	<2	
BLC-676	grab	Young Road	15-Apr-20	0.57	<1	<2	
BLC-679	grab	Watson Road	15-Apr-20	0.25	<1	10	
BLC-680	grab	3204 Main Ave	15-Apr-20	0.27	<1	<2	
BLC-670	grab	4503 Belcarra Bay Road	12-May-20	0.72	<1	<2	
BLC-677	grab	Bostock Road	12-May-20	0.61	<1	<2	
BLC-680	grab	3204 Main Avenue	12-May-20	0.36	<1	<2	
BLC-681	grab	3491 Senkler Road	12-May-20	0.62	<1	<2	
BLC-682	grab	Bostock Road	12-May-20	0.69	<1	<2	
BLC-670	grab	3819 Bedwell Bay Road	12-May-20	0.67	<1	<2	

BLC-670	grab	4503 Belcarra Bay Road	09-Jun-20	0.86	<1	<2
BLC-671	grab	174 Turtlehead Road	09-Jun-20	0.63	<1	2
BLC-672	grab	4945 Robson Road	09-Jun-20	0.75	<1	<2
BLC-673	grab	5163 Whiskey Cove	09-Jun-20	0.47	<1	<2
BLC-674	grab	5297 Coombe Lane	09-June-20	0.55	<1	<2
BLC-670	grab	4503 Belcarra Bay Road	25-Jnel-20	0.78	<1	60
BLC-677	grab	Bostock Road	25-June-20	0.6	<1	<2
BLC-680	grab	3204 Main Avenue	25-June-20	0.59	<1	<2
BLC-681	grab	3491 Senkler Avenue	25-June-20	0.46	<1	15.4
BLC-682	grab	3819 Bedwell Bay Road	25-June-20	0.49	<1	<2
BLC-670	grab	4503 Belcarra Bay Road	7-July-20	0.7	<1	8
BLC-676	grab	Young Road	7-July-20	0.62	<1	<2
BLC-675	grab	3953 Bedwell Bay Road	7-July-20	0.49	<1	<2
BLC-679	grab	Watson Road	7-July-20	0.71	<1	10
BLC-680	grab	3204 Main Avenue	7-July-20	0.52	<1	<2
BLC-670	grab	4503 Belcarra Bay Road	27-July-20	0.71	<1	8
BLC-671	grab	174 Turtlehead Road	27-July-20	0.49	<1	<2
BLC-672	grab	4945 Robson Road	27-July-20	0.54	<1	2
BLC-673	grab	5163 Whiskey Cove	27-July-20	0.52	<1	<2
BLC-674	grab	5297 Coombe Lane	27-July-20	0.38	<1	<2
BLC-670	grab	4503 Belcarra Bay Road	26-Aug-20	0.7	<1	20
BLC-675	grab	3953 Bedwell bay Road	26-Aug-20	0.46	<1	2
BLC-676	grab	Young Road	26-Aug-20	0.5	<1	<2
BLC-679	grab	Watson Road	26-Aug-20	0.81	<1	2
BLC-680	grab	3204 Main Avenue	26-Aug-20	0.45	<1	26
BLC-670	grab	4503 Belcarra Bay Road	8-Sept-20	0.68	<1	10
BLC-671	grab	174 Turtlehead Road	8-Sept-20	0.39	<1	<2
BLC-682	grab	4942 Robson Road	8-Sept-20	0.55	<1	<2
BLC-673	grab	5163 Whiskey Cove	8-Sept-20	0.53	<1	<2
BLC-674	grab	Coombe Lane	8-Sept-20	0.62	<1	<2
BLC-677	grab	Bostock Road	22-Sep-20	0.61	<1	<2
BLC-680	grab	3204 Main Avenue	22-Sep-20	0.45	<1	<2
BLC-681	grab	3491 Senkler Avenue	22-Sep-20	0.53	<1	<2
BLC-682	grab	3819 Bedwell Bay Road	22-Sep-20	0.56	<1	<2
BLC-670	grab	4503 Belcarra Bay Road	22-Sep-20	0.56	<1	2
BLC-670	grab	4503 Belcarra Bay Road	14-Oct-20	0.71	<1	190

BLC-675	grab	3953 Bedwell Bay Road	14-Oct-20	0.28	<1	<2
BLC-676	grab	Young Road	14-Oct-20	0.47	<1	<2
BLC-679	grab	Watson Road	14-Oct-20	0.48	<1	<2
BLC-680	grab	3204 Main Avenue	14-Oct-20	0.27	<1	8
BLC-670	grab	4503 Belcarra Bay Road	12-Nov-20	0.66	<1	2
BLC-671	grab	271 Turtlehead Road	12-Nov-20	0.35	<1	<2
BLC-672	grab	4945 Robson Road	12-Nov-20	0.36	<1	<2
BLC-673	grab	5163 Whiskey Cove	12-Novt-20	0.35	<1	<2
BLC-674	grab	5297 Coombe Lane	12-Nov-20	0.22	<1	<2
BLC-670	grab	4503 Belcarra Bay Road	9-Dec-20	0.66	<1	<2
BLC-677	grab	Bostock Road	9-Dec-20	0.42	<1	2
BLC-680	grab	3204 Main Avenue	9-Dec-20	0.23	<1	6
BLC-681	grab	3491 Senkler Road	9-Dec-20	0.32	<1	14
BLC-682	grab	3819 Bedwell Bay Road	9-Dec-20	0.32	<1	6

Appendix E

Metro Vancouver Quarterly THMs, HAAs, and pH Results of Bacteriological Analysis

Date Sampled	THM (ppb)						HAA (ppb)							Extras
	Bromodichloromethane	Bromoform	Chlorodibromomethane	Chloroform	Total Trihalomethanes		Dibromoacetic Acid	Dichloroacetic Acid	Monobromoacetic Acid	Monochloroacetic Acid	Trichloroacetic Acid	Total Haloacetic Acid		pH units pH
25-02-2020	<1	<1	<1	21	22		<0.5	8	<1	<2	7.1	15.2		
25-02-2020	<1	<1	<1	25	27		<0.5	10	<1	<2	11.6	22.4		
25-05-2020	<1	<1	<1	21	22		<0.5	9	<1	<2	7.7	16.6		
25-05-2020	<1	<1	<1	27	29		<0.5	12	<1	<2	14.7	27.1		
11-08-2020	<1	<1	<1	19	21		<0.5	8	<1	<2	6.6	15.2		
11-08-2020	1	<1	<1	49	51		<0.5	11	<1	<2	10.2	22.2		
7-12-2020	<1	<1	<1	26	27		<0.5	11	<1	<2	10.6	24.2		
7-12-2020	<1	<1	<1	34	35		<0.5	14	<1	2	19	36.4		

Appendix F

Metro Vancouver Annual Metals Sampling Program



Liquid Waste Services

Environmental Management & Quality Control

Chemistry Lab

1299 Derwent Way, Delta BC V3M 5V9

Phone: (604) 523-7173 Fax: (604) 525-0932

Customer:	Village of Belcarra
Title:	Municipal Metals Oct-28/20
Project Number:	202917
Project Date:	28-Oct-2020
Project Status:	Authorized by DMULZET
Project Notes:	Send results to Melody Sato

Analysis	Units	BLC-670	BLC-682
		4503 Belcarra Bay Road	3819 Bedwell Bay
		10/28/2020 9:00	10/28/2020 9:10
		GRAB	GRAB
Aluminum Total	µg/L	26	27
Antimony Total	µg/L	<0.5	<0.5
Arsenic Total	µg/L	<0.5	<0.5
Barium Total	µg/L	3.6	3.9
Boron Total	µg/L	<10	<10
Cadmium Total	µg/L	<0.2	<0.2
Calcium Total	µg/L	4510	4410
Chromium Total	µg/L	<0.05	<0.05
Cobalt Total	µg/L	<0.5	<0.5
Copper Total	µg/L	2.9	1.1
Iron Total	µg/L	10	14
Lead Total	µg/L	<0.5	<0.5
Magnesium Total	µg/L	178	178
Manganese Total	µg/L	1.2	0.8
Mercury Total	µg/L	<0.05	<0.05
Molybdenum Total	µg/L	<0.5	<0.5
Nickel Total	µg/L	<0.5	<0.5
Potassium Total	µg/L	198	190
Selenium Total	µg/L	<0.5	<0.5
Silver Total	µg/L	<0.5	<0.5
Sodium Total	µg/L	1660	1740
Zinc Total	µg/L	<3.0	<3.0

Appendix G

Notification for Unusual Situations Potentially Affecting Water Quality

Situation	Notifying Agency	Agency Notified	Time Frame for Notification
E. coli – positive sample	MV Laboratory or BC Centre for Disease Control	Belcarra and Fraser Health Authority	Immediate
Total Coliform over 10 mg/L and no Free Chlorine Residual	Belcarra	Fraser Health Authority	Immediately upon receipt of sample test results
Chemical Contamination	Belcarra	Fraser Health Authority	Immediate
Turbidity > 5 NTU	MV Laboratory or GVWD Operations	Belcarra and Fraser Health Authority	Immediate
GVWD Disinfection failure	GVWD Operations	Belcarra and Fraser Health Authority	Immediate in any situation in which the BCSDWR or the GCDWQ may not be met
Loss of pressure due to high demand	Belcarra	DNV Operations and Fraser Health Authority	Immediate
Water main break in Belcarra, where contamination is suspected	Belcarra	Fraser Health Authority	Immediate
Water main break in DNV, where contamination is suspected	DNV	Belcarra and Fraser Health Authority	Immediate

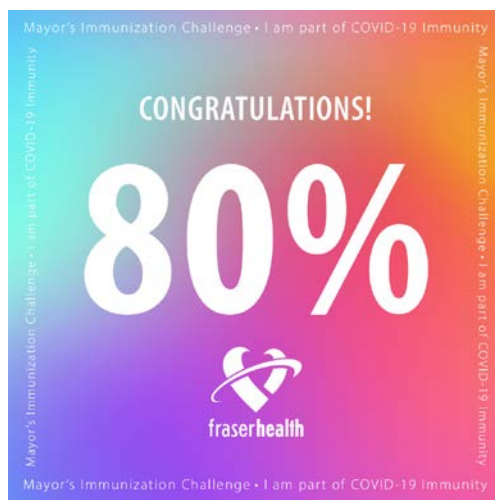
REPORT PREPARED BY:

Stewart Novak
Public Works & Emergency Preparedness Coordinator

Village of Belcarra
4084 Bedwell Bay Road
Belcarra, BC. V3H 4P8



VILLAGE OF BELCARRA Mayor's Report Metro Vancouver Mayors COVID19 Immunization Challenge June 21, 2021



First doses

Fraser Health continues to provide first doses to anyone over 12 years of age that has not received one yet. There are many opportunities across the region through neighbourhood clinics, places of worship and EASI (Easy, Accessible, Same-day Immunization) clinics to receive a first dose.

Last week and over the weekend clinics were held in Abbotsford, Burnaby, Aldergrove, Boston Bar and Chilliwack. Please visit www.fraserhealth.ca/easi for full details on each clinic and eligibility.

In particular, please note an overnight immunization clinic on June 19, at the Guildford Recreation Centre in Surrey. This will be the first in the region to offer vaccines throughout the evening.

Fraser Health wishes thank local government and community partners for their continued support through the immunization plan.

Upcoming Townhalls

Learn how, when and why you should get the COVID-19 vaccine and come with your questions. All dates and times are posted at www.fraserhealth.ca/vaccinetownhalls. Translation is available with the schedule below. Access all translated resources [here](#).

- June 14 – French
- June 21 – Vietnamese
- June 28 – Thai
- July 5 – Gujarati

Resources

Several vaccine resources can be easily accessed at <https://www.fraserhealth.ca/toolkit>. Fraser Health continue to populate this page with flyers, social media content and postcards as available.

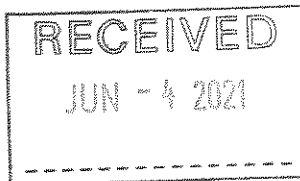


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June 4, 2021

Ms. Tamara Jansen, MP
Cloverdale - Langley City
Suite 105 - 19211 Fraser Highway
Surrey, BC V3S 7C9



File: 0110.01

FILE NO. 04SD-01

Via Email: Tamara.Jansen@parl.gc.ca

Dear Ms. Jansen:

Re: Support for 988 Suicide and Crisis Line Initiative

At its May 31, 2021, Regular Council meeting, the Council for the City of Langley passed the following resolution to convey Council's support of the Federal government's proposed National three-digit suicide and crisis line initiative:

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS The Council of the City of Langley recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT the Council of the City of Langley endorses this 988-crisis line initiative; and

THAT staff be directed to send a letter to the local MP, MLA, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.

Yours truly,
CITY OF LANGLEY

Kelly Kenney
Corporate Officer

Council Agenda
June 21/2021

Cc Andrew Mercier, MLA for Langley
Andrew.Mercier.MLA@leg.bc.ca

The Hon. Steven Guilbeault
Minister of Canadian Heritage
Minister Responsible for the CRTC
steven.guilbeault@parl.gc.ca

The Hon. Patty Hajdu
Federal Minister of Health
hcmminister.ministresc@canada.ca

Local Area Municipalities

File NO. 0450-01

Subject: FW: City of Prince George Resolutions Submitted to the 2021 UBCM Convention
Attachments: 2021_UBCM_Resolutions (Four).pdf

Sent: Wednesday, June 2, 2021 2:00 PM

Subject: City of Prince George Resolutions Submitted to the 2021 UBCM Convention

Good afternoon,

At the May 10, 2021 and May 31, 2021 regular Council meetings, the City of Prince George Council endorsed the four (4) resolutions for submission to the 2021 UBCM Convention. Those resolutions are attached for your review and consideration to support at the 2021 UBCM Convention.

1. Increased Capacity at the National Forensic Lab Services;
2. Improved Efficiencies in the Prosecution of Criminal Offences; and
3. Comprehensive Training Model for RCMP Members;
4. Increasing Capacity in Provincial Court Systems through Alternative Coordinated Initiatives.

Thank you,
Leslie

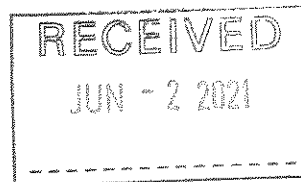


Leslie Kellett

Legislative Coordinator, Legislative Services Division
1100 Patricia Blvd, Prince George, BC V2L 3V9

Schedule "A"

City of Prince George 2021 UBCM Resolutions



1. Increased Capacity at the National Forensic Lab Services

WHEREAS the RCMP are tasked to preserve and organize information and evidence collected in the course of their investigation, in consideration of the Crown's obligation to disclose and in recognition of the benefits of early disclosure,

AND WHEREAS in accordance with the Crown Counsel Act, Crown Counsel is required to "examine all relevant information and documents and, following the examination, to approve for prosecution any offence or offences that he or she considers appropriate";

AND WHEREAS the demand for and backlog of biological and other forensic service at the National Forensic Lab Services negatively impacts the efficiency and effectiveness of an investigation and ability to proceed with the laying of charges;

THEREFORE BE IT RESOLVED that UBCM petition the provincial and federal governments to increase working capacity within the National Forensic Lab Services for the provision of forensic services in biology, firearms, toxicology, and trace evidence in order to better meet the necessary timelines of RCMP investigations across Canada.

2. Improved Efficiencies in the Prosecution of Criminal Offences

WHEREAS the BC Crown Counsel Policy Manual's guidelines regarding charge assessment states that unless impracticable to do so, police will lay an Information charging a person with an offence only after approval of charges by Crown Counsel has been given;

AND WHEREAS police responsibilities regarding disclosure in criminal and regulatory offence proceedings is defined in the Disclosure Memorandum of Understanding between the BC Prosecution Service, the Public Prosecution Service of Canada (BC) and all BC police agencies, Crown Counsel's responsibility in accordance with the Crown Counsel Act, is to "examine all relevant information and documents and, following the examination, to approve for prosecution any offence or offences that he or she considers appropriate";

AND WHEREAS the costs and hours required to prepare a fulsome disclosure before charges are approved by Crown Counsel, can result in delays in charges being laid;

THEREFORE BE IT RESOLVED that UBCM petition the BC Prosecution Service to work with all police agencies in British Columbia to improve efficiencies in disclosure and information management practices in order to reduce delays in charges being laid for the prosecution of criminal offences.

3. Comprehensive Training Model for RCMP Members

WHEREAS RCMP costs are borne by local governments, as well as the provincial and federal governments;

AND WHEREAS the Municipal Police Services Agreement between BC and Canada includes costs for RCMP training;

AND WHEREAS local governments have different policing and training needs based on factors such as crime rates and patterns, population size, and cultural, social and economic circumstances;

AND WHEREAS law enforcement officers have increased needs for specialized training to safely respond to complex and challenging situations in multi-cultural urban and rural environments;

THEREFORE BE IT RESOLVED that UBCM request that both the provincial and federal governments increase funding and training specific to the provision of mental health resources (such as Health IM app) and the development of a comprehensive training model for RCMP members that includes components applicable to a detachment's service region and/or local government.

4. Increasing Capacity in Provincial Court Systems through Alternative Coordinated Initiatives

WHEREAS Provincial Crown Counsel prosecutes offences and appeals in British Columbia that arise under Canada's Criminal Code and British Columbia statutes;

AND WHEREAS collaborative approaches that address root causes of crime, such as mental illness and addictions, create effective and targeted responses by providing offenders with supports, services and ties to their community to promote rehabilitation and a crime-free lifestyle;

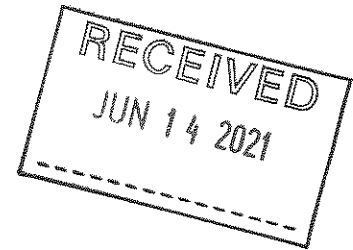
AND WHEREAS the provincial government, through the implementation of coordinated initiatives such as community/integrated court and addiction treatment centres, First Nation's Health Councils and Integrated Case Assessment Teams, recognizes social and economic factors and the negative effects of reliance on established measures within the mainstream justice system;

THEREFORE BE IT RESOLVED that UBCM ask the Attorney General to improve capacity in the provincial court system by funding, province-wide, coordinated and collaborative alternatives to the court system.



Office of Mayor Brad West

8.3



FILE NO. 0450-01

June 9, 2021

His Worship Mayor Jamie Ross
Village of Belcarra
4084 Bedwell Bay Rd
Belcarra, BC V3H 4P8

Dear Mayor Ross :

On behalf of Port Coquitlam City Council, I am pleased to enclose the City of Port Coquitlam's 2020 Annual Report which was considered by City Council at our June 8 meeting.

Entitled *Stronger Together*, the report states our goals and plans for the coming year and reflects upon the community's resiliency during the pandemic and the City's efforts to adapt while continuing to deliver core services to residents and businesses. Highlights of 2020 featured in the report include:

- Opening of new pool at the Port Coquitlam Community Centre.
- Making the City's largest one-time investment in neighbourhood rehabilitation, with over 10 kilometres of road, lane paving, curb, gutter and utility upgrades.
- Continued focus on delivering capital projects that enhanced parks and playgrounds, improved transportation and safety throughout the community.
- Finalized designs to transform McAllister Avenue into a world-class streetscape to revitalize the downtown.
- Made headway on three affordable housing projects that would bring 450 new subsidized units over the next several years, with about two-thirds of the units suitable for families.
- Enhanced the presence and capacity of bylaw officers with additional staff, branded vehicles and new tools to better enforce bylaws.
- Launched an equity, diversity and inclusion roundtable.
- Enhanced the user experience in parks with an official launch of several shared off-leash areas and a successful responsible drinking pilot.
- Supported residents and businesses in a variety of ways; eliminating planned property tax increases and deferring payment deadlines; and opening up public rights-of-way around businesses for patios and other commercial activities, with free in-kind services and streamlined processes.

After reading it, I encourage you to share the report with others. You can also view the report online or download it at www.portcoquitlam.ca/annualreport.

I look forward to achieving our goals and plans for 2021!

Sincerely,

A handwritten signature in black ink, appearing to read "BWJ".

Brad West
Mayor



City of Pitt Meadows
OFFICE OF THE MAYOR

June 14, 2021

Honourable Marc Dalton
Member of Parliament
Sent via email: marc.dalton@parl.gc.ca

Honourable Lisa Beare
Member of the Legislative Assembly
Sent via email: lisa.beare.MLA@leg.bc.ca

FILE NO. 0450-01

File: 01-0400-60/21

RECEIVED

JUN 16 2021

Dear MP Dalton and MLA Beare:

Re: Truth and Reconciliation Commission's Call to Action 75

We write this letter regarding the recent announcement from the Tk'emlúps te Secwépemc First Nation and the results of a survey at the former Residential school in Kamloops B.C., which uncovered the remains of 215 Indigenous children. These findings confirm and support the stories and histories as told by many residential school survivors.

The findings in Kamloops support the suggestion that there will likely be further tragic discoveries at other residential schools.

We share in the grief of all First Nation people as we collectively honour and mourn the loss of these 215 children.

.../2

We believe it is imperative that immediate action be taken to address Action 75 of the Commission's Calls to Action, which states:

75. We call upon the federal government to work with provincial, territorial, and municipal governments, churches, Aboriginal communities, former residential school students, and current landowners to develop and implement strategies and procedures for the ongoing identification, documentation, maintenance, commemoration, and protection of residential school cemeteries or other sites at which residential school children were buried. This is to include the provision of appropriate memorial ceremonies and commemorative markers to honour the deceased children.

In order for reconciliation to take place, the truth must be recognized and acknowledged. We feel that by identifying, honouring, and remembering these Indigenous children, it is an important step towards healing.

Along with our collective outrage, we fully support and call for further action to find, and hold accountable, those who were involved in this unspeakable tragedy.

Yours Truly,

A handwritten signature in black ink, appearing to read "Bill Dingwall". The signature is written in a cursive, flowing style.

Mayor Bill Dingwall

BGS, LL.B., CPHR

cc: Pitt Meadows City Council
UBCM

THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

4144 Spallumcheen Way, Spallumcheen, BC V0E 1B6
Phone: 250-546-3013 • Fax: 250-546-8878 • Toll Free: 1-866-546-3013
Email: mail@spallumcheentwp.bc.ca • Website: www.spallumcheentwp.bc.ca

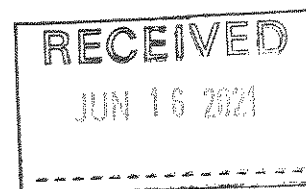


June 11, 2021

FILE NO. 0450-01

File No. 5500-05

BC Hydro
PO Box 8910
Vancouver, BC
V6B 4X3



Dear BC Hydro

Re: Residential Rate Review

Please be advised that at the Monday, June 7, 2021 Township of Spallumcheen Committee of the Whole Meeting, the following resolution was passed:

"...THAT the Township of Spallumcheen Council direct staff to write a letter to BC Hydro and the Union of British Columbia Municipalities requesting that the consultation period for the Residential Rate Review be extended by reopening the survey to allow more residents an opportunity to submit comments due to the changes in the E-plus incentive that has been a program that has supported Township residents who have dual heat sources and no opportunity to natural gas as an additional heat source due to the rural nature of the Township."

Please consider reopening the survey to allow an extended period for consultation. Township residents, as well as residents of other similar rural municipalities, need an opportunity to participate in the Residential Rate Review. Many areas of Spallumcheen are unable to access natural gas services meaning the impacts of a rate change could negatively impact our residents and make heat unaffordable.

Thank you for your attention to this matter. If you have any questions in this regard, please contact the undersigned.

Respectfully,

Cindy Graves
Corporate Officer

cc. UBCM Member Municipalities