



**VILLAGE OF BELCARRA
REGULAR COUNCIL AGENDA**

**Via Zoom
June 6, 2022
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://us06web.zoom.us/j/87853130393>

Meeting ID: 878 5313 0393

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 6, 2022

Recommendation:

That the agenda for the Regular Council Meeting, June 6, 2022 be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, May 24, 2022

Recommendation:

That the minutes from the Regular Council Meeting held May 24, 2022 be adopted.

4. DELEGATIONS AND PRESENTATIONS

No items.

5. REPORTS

5.1 Ken Bjorgaard, Financial Consultant, report dated June 6, 2022, regarding 2021 Statement of Financial Information (SOFI)

Recommendation:

That the Village of Belcarra's 2021 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.

- 5.2** Dennis Back, Acting Chief Administrative Officer, report dated June 6, 2022, regarding Metro Vancouver Request for Acceptance of Metro 2050 (Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022)

Recommendation:

That the Village of Belcarra accept “Metro 2050: Metro Vancouver Regional District Regional Growth Strategy Bylaw No.1339, 2022” referenced in the attached letter from Sav Dhaliwal, Chair, Metro Vancouver Board, dated May 3, 2022.

- 5.3** Sartaj Grewal, Building Official, report dated June 6, 2022, regarding Remedial Action Requirement Site Inspection – Lot A, Twin Island

Recommendation:

That the Remedial Action Requirement Site Inspection – Lot A, Twin Island report, dated June 6, 2022, be received for information.

- 5.4** Dennis Back, Acting Chief Administrative Officer, report dated June 6, 2022, regarding Fire Sprinklering Requirements

Recommendation:

THAT Council request

- a. Staff to pursue a Local Authority Variation to the Province to authorize Belcarra to impose a mandatory sprinklering requirement for all new construction, and major renovations above a specified level.
- b. Staff to report back on the estimated cost associated with any external resources required to complete the Local Authority Variation application.
- c. Staff to bring forward an amendment to the fees and charges bylaw to establish a rate for residents to connect to the municipal water system for fire sprinklering only.

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor’s Report

- Hike for Hospice Run Sunday, May 29, 2022
- Lunch with Leaders, Chamber of Commerce Event – June is National Indigenous Peoples History Month with guest speaker Ed Hall Chief of the Kwikwetlem First Nation, Thursday June 2, 2022
- Lunch meeting with our MLA Rick Glumac Monday June 6, 2022

6.2 Councillor Drake, Notice of Motion from Regular Council meeting held May 24, 2022

Recommendation:

That staff be requested to organize a Council workshop, open to the public, on the water system to inform Council of the operation and ongoing work to improve the system.

6.3 Councillor Drake, report dated May 24, 2022, regarding Council Correspondence Policy

Recommendation:

That staff be requested to bring forward a Corporate Policy on incoming correspondence addressed to Mayor and Council, and the process for handling such correspondence.

6.4 Official Community Plan Review Committee Minutes – April 6, 2022

Recommendation:

That the Official Community Plan Review Committee Minutes from the meeting held on April 6, 2022, be received for information.

7. REPORT FROM ACTING CHIEF ADMINISTRATIVE OFFICER

8. BYLAWS

8.1 Village of Belcarra Public Notice Bylaw No. 602, 2022

Recommendations:

That Village of Belcarra Public Notice Bylaw No. 602, 2022, be amended by removing the following under **“3. METHODS”**:

“d. The posting of the notice at the bus shelters and the Waste and Recycling Depot in the Village.”; and

That the “Village of Belcarra Public Notice Bylaw No. 602, 2022”, be read a second and third time as amended.

8.2 Village of Belcarra Election and Assent Voting Bylaw No. 601, 2022

Recommendation:

That “Village of Belcarra Election and Assent Voting Bylaw No. 601, 2022” be adopted.

9. CORRESPONDENCE/PROCLAMATIONS

Recommendation:

That correspondence items 9.1 to 9.5 be received.

ACTION ITEMS

No items.

INFORMATION ITEMS

9.1 Cindy Nault, Planning Projects Coordinator, TransLink, letter dated May 11, 2022, regarding Transport 2050 Regional Transportation Strategy (full report available at the Village office)

9.2 Peter McCartney, Climate Campaigner, Wilderness Committee, letter dated May 12, 2022, regarding “What’s a Climate Community Look Like?” (full report available at the Village office)

- 9.3** Inspector Darren Carr, Acting/OIC – Coquitlam RCMP, letter dated May 13, 2022, regarding Law Enforcement Torch Run Mayor Invitation
- 9.4** Sasha Prynne, Program Officer, Local Government Program Services, UBCM, letter dated May 22, 2022, regarding 2020 Housing Needs Report – Village of Belcarra Housing Needs Assessment
- 9.5** Kerri Palmer Isaak, School Trustee, School District 43 (Coquitlam), letter dated May 28, 2022, regarding School Trustee Update

10. NEW BUSINESS

11. PUBLIC QUESTION PERIOD

12. ADJOURNMENT

Recommendation:

That the June 6, 2022 Regular Meeting be adjourned.



VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
May 24, 2022



This meeting was held via Zoom Teleconference.

Council in Attendance

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

Council Absent

Councillor Liisa Wilder

Staff in Attendance

Dennis Back, Acting Chief Administrative Officer
 Stewart Novak, Public Works & Emergency Preparedness Coordinator
 Paula Richardson, Acting Corporate Officer

Others in Attendance

Ken Bjorgaard, Financial Consultant (departed the meeting at 7:34 pm)
 Lisa Zwarn, Chief Election Officer (departed the meeting at 8:04 pm)

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, May 24, 2022

Moved by: Councillor Clark
 Seconded by: Councillor Snell

That the agenda for the Regular Council Meeting, May 24, 2022 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, May 9, 2022

Moved by: Councillor Snell
 Seconded by: Councillor Drake

That the minutes from the Regular Council Meeting held May 9, 2022 be amended by deleting Item 10. "Dennis Back confirmed that the Municipal Office will be re-opening tomorrow, May 10, 2022." and adding this item under Item 7. Report from Acting Chief Administrative Officer; and

That the minutes from the Regular Council Meeting held May 9, 2022, be approved as amended.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

- 4.1** Bonita Zarrillo, Member of Parliament, Port Moody – Coquitlam, Introduction to Council
MP Zarrillo did not attend.

5. REPORTS

- 5.1** Ken Bjorgaard, Financial Consultant, report dated May 24, 2022, regarding Corporate Policy No. 219 – Asset Management

K. Bjorgaard outlined the report noting that the Village of Belcarra's Integrated Asset Management/Long-Term Financial Plan project is partially funded via an approved Federation of Canadian Municipalities (FCM) grant. One of the deliverables in the grant application is the adoption of an Asset Management Policy (AM Policy). Discussion ensued.

Moved by: Councillor Drake

Seconded by: Councillor Snell

That Corporate Policy No. 219 – Asset Management, be approved.

CARRIED

K. Bjorgaard departed the meeting at 7:34 pm

- 5.2** Lisa Zwarn, Chief Election Officer, report dated May 24, 2022, regarding Election and Assent Voting Bylaw No. 601, 2022

L. Zwarn advised that the purpose of the report is to highlight proposed changes to the election procedures in anticipation of the general local election to be held on October 15, 2022. She noted that in order for the changes to take effect in time for the upcoming October election, the proposed bylaw must be adopted prior to July 4, 2022.

Discussion ensued with regard to mail ballot voting and the number of scrutineers per candidate permitted in the voting place.

Moved by: Councillor Drake

Seconded by: Councillor Snell

That Election and Assent Voting Bylaw No. 601, 2022 receive first, second, and third reading.

CARRIED

- 5.3** Lisa Zwarn, Chief Election Officer, report dated May 24, 2022, regarding Public Notice Bylaw No. 602, 2022

L. Zwarn provided an overview of the bylaw which will enable the Village to use alternate methods of communications to publish notices required by Provincial legislation. Discussion ensued with regard to posting notices at the various bus shelters and the Waste and Recycle Depot (WARD).

Moved by: Councillor Drake

Seconded by: Councillor Snell

That Public Notice Bylaw No. 602, 2022, be given first reading.

CARRIED

L. Zwarn departed the meeting at 8:04 pm.

5.4 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated May 24, 2022, regarding 2021 Drinking Water Quality Annual Report

S. Novak noted that the purpose of the report was 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 2021 analytical sampling and operational procedures.

Discussion ensued with regard to the following:

- The schedule of water sampling
- Chlorine readings
- Water metering
- Flushing & hydrant maintenance
- Water consumption
- The Tatlow Reservoir

Council thanked Mr. Novak for the thorough report and the service provided to the Village.

Moved by: Councillor Drake

Seconded by: Councillor Snell

That the 2021 Drinking Water Quality Annual Report be received for information and forwarded to the Fraser Health Authority for review and comment.

CARRIED

5.5 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated May 24, 2022, regarding Water Committee Recommendations – Status Report

S. Novak provided Council with the monthly progress report on the motions adopted on November 8, 2021. Discussion ensued with regard to:

- The Operation & Maintenance (O&M) Manual
- Operating Procedures for the Tatlow Reservoir & SCADA
- The Tatlow Reservoir inspection
- Reconditioning of the Strathcona meter & valve assemblies
- Meter readings & water consumption

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the May 24, 2022, Monthly Water Report be received for information.

CARRIED

5.6 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated May 24, 2022, regarding Metro Vancouver Water Restrictions Report

S. Novak outlined the report to provide Belcarra residents with an update on local water restrictions as mandated by Metro Vancouver and adopted as per municipal bylaw. Discussion ensued.

Moved by: Councillor Clark
Seconded by: Councillor Snell

That the Metro Vancouver Water Restrictions Report be received for information.

CARRIED

The meeting recessed at 8:50 pm and reconvened at 8:58 pm.

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor's Report

- Mayor Ross provided an overview of the Iona Island Wastewater Treatment Plant Projects – Special Joint Committee Tour on May 4, 2022.
- Home Builders Association of Vancouver – Legends of Housing
Mayor Ross & Councillor Wilder attended the Home Builders Association of Vancouver – Legends of Housing dinner.
- Hike for Hospice – Port Moody Civic Centre – May 29, 2022 at 9:30 am.
Mayor Ross advised that he will attend the Hike for Hospice on Sunday, May 29, 2022.

6.2 Official Community Plan Review Committee

Councillor Clark reminded Council and residents that the OCP Review Committee Open House is scheduled for Wednesday, May 25, 2022. She noted that residents are invited to attend and provide feedback.

6.3 Councillor Drake, Notice of Motion

That staff be requested to organize a Council workshop, open to the public, on the water system to inform Council of the operation and ongoing work to improve the system.

7. REPORT FROM ACTING CHIEF ADMINISTRATIVE OFFICER

- 7.1** Dennis Back advised that the Property Tax notices will be sent out in the mail this week. The deadline for paying Property Taxes is Monday, July 4, 2022. He noted that a graphical breakdown of taxes collected by the municipality will be distributed by the Resident/Owner email notification list and will be available on the Village website.

8. BYLAWS

No items.

9. CORRESPONDENCE/PROCLAMATIONS

Moved by: Councillor Clark
Seconded by: Councillor Snell

That correspondence items 9.1 to 9.5 be received.

CARRIED

ACTION ITEMS

- 9.1** Lorraine Copas, Executive Director, SPARC BC, letter dated May 4, 2022, regarding Please Join Us in Celebrating Access Awareness Day on June 4, 2022

Moved by: Councillor Clark
Seconded by: Councillor Drake

That Council declare Saturday, June 4, 2022, as Access Awareness Day in the Village of Belcarra.

CARRIED

- 9.2 a)** Jonathan Cote, Mayor, City of New Westminster, letters dated May 11, 2022, to Krystal Boros, Acting Corporate Secretary, E-Comm, regarding:

1. E-Comm Board of Directors Designate – 2022-2023 Term
2. E-Comm Board of Directors Designates schedule through 2043

- 9.2 b)** Dorothy Shermer, Corporate Officer, City of Port Moody, letter dated April 28, 2022 to Krystal Boros, Acting Corporate Secretary, E-Comm 911, regarding Nomination to E-Comm Board of Directors

P. Richardson noted that the nominations for the E-Comm Board of Directors Designates for the 2022 – 2023 Term had been changed by the other municipalities. The updated nominations were provided to Council for their support.

Moved by: Councillor Clark
Seconded by: Councillor Snell

That the motion of Council dated April 25, 2022, to support the nomination of Joe Keithley (Burnaby) and Nancy McCurrach (Port Coquitlam), for appointment to the E-Comm Board of Directors for the 2022 – 2023 Term, to serve as representatives for the Village of Belcarra, City of Burnaby, City of Coquitlam, City of New Westminster, City of Port Coquitlam and City of Port Moody, be rescinded.

CARRIED

Moved by: Councillor Clark
Seconded by: Councillor Snell

That Council support the nomination of Councillor Nancy McCurrach of the City of Port Coquitlam and Councillor Brent Asmundson of the City of Coquitlam to the E-Comm 911 Board of Directors for the 2022 – 2023 Term, to serve as representatives for the Village of Belcarra, City of Burnaby, City of Coquitlam, City of New Westminster, City of Port Coquitlam and City of Port Moody.

CARRIED

INFORMATION ITEMS

- 9.3** Jaimie Jeon, Development Officer & Special Events Coordinator, Crossroads Hospice Society, note received April 4, 2022, Thank You Card for the Village's Generous Support
- 9.4** Christine Fraser, Mayor, Township of Spallumcheen, letter dated May 3, 2022, regarding Luxury Tax on Recreational Boats
- 9.5** Jeremy Hewitt, Associate Deputy Minister, Climate Action Secretariat, Minister of Environment & Climate Change Strategy, letter received May 16, 2022, regarding New Local Government Climate Action Program

Councillor Snell noted that Item 9.5. the New Local Government Climate Action Program website provided substantial funding opportunities for a range of initiatives. He requested that staff review the program and report back to Council.

Dennis Back, Acting CAO, noted that the program was just recently announced and that the portion of funding for the overall program for Belcarra is \$45,082. Staff will report back to Council with options available for the use of the New Local Government Climate Action Program funding.

10. NEW BUSINESS

No items.

11. PUBLIC QUESTION PERIOD

Jim Chisholm, Belcarra Resident, queried with regard to:

- The quality control and quality assurance manuals
- The parking policy on Midden Road & Bedwell Bay Road

12. RESOLUTION TO CLOSE MEETING

13. ADJOURNMENT

Moved by: Councillor Clark

Seconded by: Councillor Snell

That the May 24, 2022 Regular Meeting be adjourned at 9:22 pm

CARRIED

Certified Correct:

Jamie Ross
Mayor

Paula Richardson
Acting Corporate Officer



COUNCIL REPORT

Date: June 6, 2022
From: Ken Bjorgaard, Financial Consultant
Subject: 2021 Statement of Financial Information (SOFI)

Recommendation:

That the Village of Belcarra's 2021 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.

Purpose:

The purpose of this report is to introduce the Village's 2021 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's 2021 SOFI report be approved for sign off. After sign-off 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, 2021



VILLAGE OF BELCARRA

STATEMENT OF FINANCIAL INFORMATION (SOFI) REPORT

FOR THE YEAR ENDED DECEMBER 31, 2021

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*.

Dennis Back
Acting Chief Administrative
Officer
June 6, 2022

Jamie Ross
Mayor
June 6, 2022

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



VILLAGE OF BELCARRA

"Between Forest and Sea"

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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,

Dennis Back
Acting Chief Administrative Officer
June 6, 2022

Prepared pursuant to Financial Information Regulation, Schedule 1, subsection 9(3)

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 2021 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>
Clark, Carolina	Councillor	\$ 11,028.48	\$ 393.16	\$ 11,421.64
Drake, Bruce	Councillor	\$ 11,028.48	\$ 393.16	\$ 11,421.64
Ross, Jamie	Mayor	\$ 19,299.94	\$ 1,473.50	\$ 20,773.44
Snell, John	Councillor	\$ 9,649.92	\$ 393.16	\$ 10,043.08
Wilder, Liisa	Councillor	\$ 12,407.06	\$ 393.16	\$ 12,800.22
Total Elected Officials (Mayor and Council)		\$ 63,413.88	\$ 3,046.14	\$ 66,460.02

Employees

<u>Employee Name</u>	<u>Position</u>	<u>Remuneration</u> ¹	<u>Expenses</u>	<u>Total</u>
Dysart, Lorna	Chief Administrative Officer	\$ 143,139.84	\$ 1,674.60	\$ 144,814.44
Novak, Stewart	Public Works and Emergency Preparedness Coordinator	\$ 100,880.09	\$ 814.07	\$ 101,694.16
Richardson, Paula	Municipal Coordinator	\$ 75,443.05	\$ 125.75	\$ 75,568.80
Smith, Brad	Public Works Maintenance Worker	\$ 84,219.08	\$ 1,427.79	\$ 85,646.87
Total for Employees Over \$75,000		\$ 403,682.06	\$ 4,042.21	\$ 407,724.27
Total For Employees Under \$75,000		\$ 234,539.45	\$ 1,944.45	\$ 236,483.90
Total Remuneration & Expenses for Employees		\$ 638,221.51	\$ 5,986.66	\$ 644,208.17
Total Remuneration & Elected Officials & Employees		\$ 701,635.39	\$ 9,032.80	\$ 710,668.19

¹Includes taxable benefits

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.

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.

Prepared pursuant to Financial Information Regulation, Schedule 1, subsections 6(2), (3), (4), (5) and (6)

Section 5

VILLAGE OF BELCARRA

STATEMENT OF SEVERANCE AGREEMENTS

There was one severance agreement representing one week (0.23 of one month) of compensation during the fiscal year 2021.

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	
B.A. Blackwell & Associates Ltd.	\$ 25,743.90
Cubex Equipment	34,279.84
District of North Vancouver	87,704.48
K&E Business Services Inc.	106,212.75
Metro Vancouver Regional District (water debt repayment)	235,443.63
Metro Vancouver Regional District ¹	235,975.39
Municipal Pension Plan ²	38,179.19
Pooni Group Inc.	32,275.03
Province of British Columbia ¹	885,270.73
Revolution Resource Recovery	73,821.39
Richard White Planning Advisory Services Ltd.	34,878.46
Sandpiper Contracting LLP	36,933.75
Scottish Line Painting Ltd.	27,578.26
Sea to Sky Network Solutions	65,037.19
South Coast British Columbia Transportation ¹	155,999.38
Young, Anderson	70,895.36
Total Payments to Suppliers Over \$25,000	\$ 2,146,228.73
TOTAL PAYMENTS TO SUPPLIERS UNDER \$25,000	\$ 398,328.92
GRANTS & CONTRIBUTIONS	\$2,925.00
GRAND TOTAL	\$ 2,547,482.65

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

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Financial Statements of

VILLAGE OF BELCARRA

And Independent Auditors' Report thereon

Year ended December 31, 2021

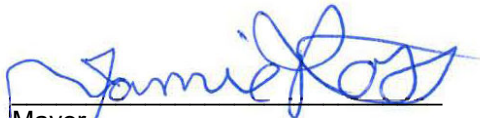
MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

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, 2021, and the results of 2021 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

Acting 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 Council of Village of Belcarra

Opinion

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

- the statement of financial position as at December 31, 2021
- 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, 2021, 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.

KPMG LLP

Chartered Professional Accountants

Vancouver, Canada

April 25, 2022

VILLAGE OF BELCARRA

Statement of Financial Position

December 31, 2021, with comparative information for 2020

	2021	2020
Financial assets:		
Cash	\$ 1,722,908	\$ 1,414,634
Investments (note 2)	1,026,138	1,005,422
Accounts receivable (note 3)	129,739	56,252
MFA debt reserve deposit (note 7)	56,371	55,429
	<u>2,935,156</u>	<u>2,531,737</u>
Liabilities:		
Accounts payable and accrued liabilities (note 4)	134,275	96,810
Performance bonds and refundable deposits (note 5)	215,180	212,295
Deferred revenue (note 6)	234,500	189,800
Debt (note 7)	3,301,843	3,449,202
Employee future benefit (note 12)	13,700	14,000
	<u>3,899,498</u>	<u>3,962,107</u>
Net debt	(964,342)	(1,430,370)
Non-financial assets:		
Tangible capital assets (note 8)	10,561,205	10,804,292
Prepaid expenses	13,645	13,922
Inventories held-for-consumption	5,873	13,349
	<u>10,580,723</u>	<u>10,831,563</u>
Accumulated surplus (note 9)	\$ 9,616,381	\$ 9,401,193
Commitments and contingencies (note 10)		
Contractual rights (note 15)		

See accompanying notes to financial statements.



Dennis Back
Acting Chief Administrative Officer

VILLAGE OF BELCARRA

Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

	2021 Budget (notes 1(i) and 16)	2021	2020
Revenue:			
Taxation (including grants in lieu)	\$ 1,168,732	\$ 1,172,197	\$ 1,097,018
Sales of services and regulatory fees	575,803	544,199	581,639
Government transfers	688,926	556,342	782,959
Investment income	35,038	31,018	34,634
Actuarial income	39,306	40,714	35,068
Other revenues	14,223	9,808	6,991
	2,522,028	2,354,278	2,538,309
Expenses:			
General government and fiscal services	313,397	284,290	363,925
Administration and human resources	290,327	298,380	326,955
Information technology	38,394	63,540	69,381
Support services (engineering, finance and planning)	287,301	190,123	231,614
Building inspection and bylaw enforcement	79,089	95,866	85,894
Public works and transportation	326,592	332,697	370,175
Major road network (MRN)	132,127	86,740	78,190
Fire and emergency services	32,186	41,263	10,394
Waste and recycle depot (WARD)	155,551	154,322	124,746
Water system	586,892	591,869	471,643
	2,241,856	2,139,090	2,132,917
Annual surplus	280,172	215,188	405,392
Accumulated surplus, beginning of year	9,401,193	9,401,193	8,995,801
Accumulated surplus, end of year	\$ 9,681,365	\$ 9,616,381	\$ 9,401,193

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Statement of Changes in Net Debt

Year ended December 31, 2021, with comparative information for 2020

	2021 Budget (notes 1(i) and 16)	2021	2020
Annual surplus	\$ 280,172	\$ 215,188	\$ 405,392
Acquisition of tangible capital assets	(613,933)	(98,590)	(47,439)
Amortization of tangible capital assets	321,600	304,665	312,035
Loss on disposal of tangible capital assets	-	3,000	-
Write-off of capital work-in-progress	-	34,012	-
	(292,333)	243,087	264,596
Prepaid expenses consumed (acquired)	-	277	16,584
Inventories held-for-consumption consumed	-	7,476	-
	-	7,753	16,584
Change in net debt	(12,161)	466,028	686,572
Net debt, beginning of year	(1,430,370)	(1,430,370)	(2,116,942)
Net debt, end of year	\$ (1,442,531)	\$ (964,342)	\$ (1,430,370)

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Statement of Cash Flows

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 215,188	\$ 405,392
Items not involving cash:		
Amortization of tangible capital assets	304,665	312,035
Loss on disposal of tangible capital assets	3,000	-
Write-off of capital work-in-progress	34,012	-
Actuarial income on debt	(40,714)	(35,068)
	516,151	682,359
Changes in non-cash operating working capital:		
Accounts receivable	(73,487)	39,970
MFA debt reserve deposit	(942)	(1,118)
Accounts payable and accrued liabilities	37,465	(3,082)
Performance bonds and refundable deposits	2,885	(24,360)
Deferred revenue	44,700	(48,847)
Employee future benefit	(300)	500
Prepaid expenses	277	16,584
Inventories held-for-consumption	7,476	-
	534,225	662,006
Financing activity:		
Principal payments on debt	(106,645)	(106,645)
Investing activity:		
Purchase of investments	(20,716)	(21,769)
Capital activity:		
Acquisition of tangible capital assets	(98,590)	(47,439)
Increase in cash	308,274	486,153
Cash, beginning of year	1,414,634	928,481
Cash, end of year	\$ 1,722,908	\$ 1,414,634

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2021

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

1. Significant accounting policies:

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

(a) Basis of presentation:

The 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 of investments are amortized on a straight-line basis over the period to maturity.

(c) Non-financial assets:

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

(i) Tangible capital assets:

Tangible capital assets are 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	7 to 50
Vehicles, machinery and equipment	7 to 20
Office furniture and equipment	4 to 15
Recycling depot	7 to 30
Roads and sidewalks	5 to 75
Storm sewer infrastructure	15 to 45
Water system infrastructure	7 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.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2021

1. Significant accounting policies (continued):

(c) Non-financial assets (continued):

(i) Tangible capital assets (continued):

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.

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

(ii) Works of art and heritage assets:

Works of art 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.

(d) Debt:

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

(e) 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.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2021

1. Significant accounting policies (continued):

(f) Revenue recognition:

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

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

Property taxes imposed by other taxing authorities are not included as taxes for municipal purposes.

(g) Expense recognition:

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

(h) 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.

(i) Budget reporting:

The budget figures reported in the statement of operations and statement of changes in net debt represent the 2021 component of Financial Plan 2021 - 2025 Bylaw No. 583, 2021, adopted by the Village Council on May 10, 2021.

(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, 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.

(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).

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2021

1. Significant accounting policies (continued):

(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:

	2021	2020
MFA short-term bond fund	\$ 1,026,138	\$ 1,005,422

The market value of investments as at December 31, 2021 is \$1,020,195 (2020 - \$1,028,634).

3. Accounts receivable:

	2021	2020
Municipal property taxes and user fees	\$ 16,899	\$ 15,058
Trade accounts receivable	10,349	5,740
Grants receivable	77,863	-
Goods and services tax	24,628	35,454
	\$ 129,739	\$ 56,252

4. Accounts payable and accrued liabilities:

	2021	2020
Trade accounts payables and accruals	\$ 68,964	\$ 36,655
MFA debt interest expense accrual	31,053	31,053
Payroll accrual	34,258	29,102
	\$ 134,275	\$ 96,810

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2021

5. Performance bonds and refundable deposits:

	2021	2020
Performance bonds	\$ 209,856	\$ 206,971
Refundable deposits	5,324	5,324
	<u>\$ 215,180</u>	<u>\$ 212,295</u>

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)	62,576	125,094	1,241	(86,740)	102,171
Property taxes paid in advance (b)	126,896	255,007	131	(250,033)	132,001
	<u>\$ 189,800</u>	<u>\$ 380,101</u>	<u>\$ 1,372</u>	<u>\$ (336,773)</u>	<u>\$ 234,500</u>

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

Annually, the Village receives a grant from the South Coast British Columbia Transportation Authority ("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 use in future years.

(b) Property taxes paid in advance:

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

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2021

7. Debt:

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

Bylaw number	Maturity date	Interest rate	Authorized	Principal payments and actuarial adjustments	2021	2020
413	2037	2.90%	\$ 4,441,330	\$1,139,487	\$ 3,301,843	\$ 3,449,202

Total interest expense on the debt for the year was \$128,799 (2020 - \$128,799).

As a condition of these borrowings, 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. The demand note is contingent in nature and as it is not likely to be paid, the demand note is not reflected in the financial statements. The details of the debt reserve deposit and contingent demand note at December 31 are as follows:

	2021	2020
Debt reserve deposit	\$ 56,371	\$ 55,429
Demand note	73,309	73,309

Future principal payments and actuarial adjustments on the outstanding debt over the next five years and thereafter are as follows:

2022	\$ 151,789
2023	157,861
2024	164,175
2025	170,742
2026	177,572
Future years	2,479,704
	<u>\$ 3,301,843</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, 2021 and 2020.

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2021

8. Tangible capital assets:

	Land	Buildings and facilities	Vehicle machinery and equipment	Office furniture and equipment	Recycling depot	Road and sidewalks	Storm sewer infrastructure	Water system infrastructure	Assets under construction	2021 Total	2020 Total
Cost:											
Opening balance	\$ 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
Add: Additions, net of transfers	-	6,862	32,963	32,500	-	26,265	-	-	-	98,590	47,439
Less: Disposals	-	-	(25,359)	-	-	-	-	-	-	(25,359)	-
Less: Write-off of work-in-progress	-	-	-	-	-	-	-	-	(34,012)	(34,012)	-
	329,318	520,905	401,971	168,241	157,190	2,724,710	352,146	9,697,165	-	14,351,646	14,312,427
Accumulated amortization:											
Opening balance	-	235,533	24,8957	99,305	85,384	1,028,536	307,385	1,503,035	-	3,508,135	3,196,100
Add: Amortization	-	21,308	18,253	18,268	7,285	77,063	2,515	159,973	-	304,665	312,035
Less: Accumulated amortization on disposals	-	-	(22,359)	-	-	-	-	-	-	(22,359)	-
	-	256,841	244,851	117,573	92,669	1,105,599	309,900	1,663,008	-	3,790,441	3,508,135
Net book value, end of year	\$ 329,318	\$ 264,064	\$ 157,120	\$ 50,668	\$ 64,521	\$ 1,619,111	\$ 42,246	\$ 8,034,157	\$ -	\$ 10,561,205	\$ 10,804,292

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2021

9. Accumulated surplus:

	2021	2020	Increase (decrease)
Unrestricted operating surplus:			
General operating surplus	\$ 260,735	\$ 230,026	\$ 30,709
Waste and recycle depot (WARD) operating surplus	34,987	45,232	(10,245)
Water operating surplus	76,234	73,612	2,622
Total unrestricted operating surplus (a)	371,956	348,870	23,086
Restricted operating surplus:			
General operating surplus			
(Unutilized COVID-19 Safe Restart Grant) (b)	31,276	181,540	(150,264)
Statutory reserve funds:			
General capital	704,610	480,421	224,189
Financial stabilization	78,025	84,041	(6,016)
Transportation infrastructure	244,182	180,979	63,203
Vehicles and equipment	73,370	62,348	11,022
Water capital	203,664	151,974	51,690
Community works gas tax	566,940	464,454	102,486
MFA cash deposit	56,371	55,429	942
Water debt repayment	20,752	22,698	(1,946)
Total statutory reserve funds (c)	1,947,914	1,502,344	445,570
Investment in tangible capital assets:			
Tangible capital assets	10,561,205	10,804,292	(243,087)
Less debt	(3,301,843)	(3,449,202)	147,359
Total investment in tangible capital assets (d)	7,259,362	7,355,090	(95,728)
Inventories held-for-consumption (d)	5,873	13,349	(7,476)
Total accumulated surplus	\$ 9,616,381	\$ 9,401,193	\$ 215,188

(a) Unrestricted 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 surplus:

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

(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.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2021

9. Accumulated surplus (continued):

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

Investment in tangible capital assets is equal to the 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 Metro Vancouver Regional District, Greater Vancouver Water District, Greater Vancouver Sewerage and Drainage District, and the MFA provide that, if at any time the scheduled payments provided for in the agreements are not sufficient to meet the MFA's obligations in respect of such borrowing, the resulting deficiency becomes a joint and several liability of the Village and the other parties. Management does not consider payment under this contingency to be likely and therefore no liability has been recorded.

- (b) Third party claims:

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

11. Pension plan:

The Village and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2020, the plan has about 220,000 active members and approximately 112,000 retired members. Active members include approximately 42,000 contributors from local governments.

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

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2021

11. Pension plan (continued):

The Village paid \$20,507 (2020 - \$25,811) for employer contributions to the plan in fiscal 2021. 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.

	2021	2020
Accrued benefit obligation, beginning of year	\$ 14,000	\$ 13,500
Current service cost	2,600	2,500
Interest cost	400	400
Benefits paid	(1,700)	(2,400)
Accrued benefit obligation, end of year	15,300	14,000
Unamortized actuarial loss	(1,600)	-
Accrued benefit liability, end of year	\$ 13,700	\$ 14,000

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 was performed to determine the Village's accrued benefit obligation as at December 31, 2021.

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

	2021	2020
Discount rate	2.4%	2.8%
Expected wage and salary range increases	2.5%	2.0%
Expected average remaining service period	10 years	11 years

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2021

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:

	2021	2020
Province of British Columbia - school tax	\$ 886,227	\$ 896,227
TransLink	155,999	151,248
Metro Vancouver Regional District	233,875	141,586
Police tax	88,585	90,308
BC Assessment and MFA	25,111	25,903
	<u>\$ 1,389,797</u>	<u>\$ 1,305,272</u>

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, 2021

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.

	2021 Budget	2021	2020
Annual surplus, statement of operations	\$ 280,172	\$ 215,188	\$ 405,392
Adjustments for non-cash items:			
Add back: Amortization of tangible capital asset	321,600	304,665	312,035
Add: Loss on disposal of tangible capital assets	-	3,000	-
Add: Changes in Inventory	-	7,475	-
Deduct: MFA actuarial interest	(39,306)	(40,714)	(35,068)
Adjustments for cash items that are not revenues or expenses, but are sources or uses of funds:			
Less: capital expenditures	(613,933)	(98,590)	(47,439)
Less: debt principal repayment	(106,645)	(106,645)	(106,645)
Net transfers for operating or capital purposes:			
To reserves	173,089	(411,556)	(337,626)
From surplus	11,161	161,196	1,330
To surplus (annual surplus)	(26,138)	(34,019)	(191,979)
	\$ -	\$ -	\$ -

17. Comparative information:

Certain comparative information have been reclassified to conform to the financial statement presentation adopted in the current year. There was no impact to annual surplus for 2020.

18. Segment reporting:

The Village 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 and 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, 2021

18. Segment reporting (continued):

Administration and 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 and recycling collection at the drop-off center and pick-up and disposal of these same materials.

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, 2021

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)	\$ 938,699	\$ -	\$ -	\$ -	\$ -	\$ -
Sales of services and regulatory fees	8,850	-	-	-	85,918	1,200
Government transfers	469,602	-	-	-	-	-
Investment income	25,593	-	-	-	-	-
Actuarial income	-	-	-	-	-	-
Other revenues	9,808	-	-	-	-	-
	1,452,552	-	-	-	85,918	1,200
Expenses:						
Indemnities, salaries, and benefits	65,717	333,580	-	-	99,552	180,192
Contracted services	110,217	-	51,873	209,518	5,371	11,011
Supplies and materials	103,328	8,305	-	-	4,921	67,724
Grants	2,925	-	-	-	-	-
Interest and other	14,697	-	-	-	-	-
Amortization	21,308	-	18,268	-	-	97,831
Cost recoveries	(33,902)	(43,505)	(6,601)	(19,395)	(13,978)	(24,061)
	284,290	298,380	63,540	190,123	95,866	332,697
Annual surplus (deficit)	\$ 1,168,262	\$ (298,380)	\$ (63,540)	\$ (190,123)	\$ (9,948)	\$ (331,497)

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2021

18. Segment reporting (continued):

	Major road network (MRN)	Fire and emergency services	Waste and recycle depot (WARD)	Water system	2021	2020
Revenue:						
Taxation (including grants in lieu)	\$ -	\$ -	\$ -	\$ 233,498	\$ 1,172,197	\$ 1,097,018
Sales of services and regulatory fees	-	-	136,105	312,126	544,199	581,639
Government transfers	86,740	-	-	-	556,342	782,959
Investment income	-	-	687	4,738	31,018	34,634
Actuarial income	-	-	-	40,714	40,714	35,068
Other revenues	-	-	-	-	9,808	6,991
	86,740	-	136,792	591,076	2,354,278	2,538,309
Expenses:						
Indemnities, salaries, and benefits	38,101	-	28,446	42,825	788,413	780,584
Contracted services	-	24,518	71,016	91,397	574,921	602,476
Supplies and materials	21,163	19,187	8,679	57,351	290,658	254,194
Grants	-	-	-	-	2,925	2,331
Interest and other	-	-	-	162,811	177,508	181,297
Amortization	-	-	7,285	159,973	304,665	312,035
Cost recoveries	27,476	(2,442)	38,896	77,512	-	-
	86,740	41,263	154,322	591,869	2,139,090	2,132,917
Annual surplus (deficit)	\$ -	\$ (41,263)	\$ (17,530)	\$ (793)	\$ 215,188	\$ 405,392

VILLAGE OF BELCARRA

Schedule to Financial Statements (unaudited)

Year ended December 31, 2021

COVID-19 Safe Restart Grant:

	Emergency planning and response costs	Computer and other electronics technology costs	Addressing revenue shortfalls	Total
Utilized as of December 31, 2020	\$ 62,340	\$ 3,087	\$ 133,033	
Balance, December 31, 2020				\$ 181,540
Utilized during 2021	73,567	36,567	40,130	150,264
Utilized as of December 31, 2021	\$ 135,907	\$ 39,654	\$ 173,163	
Balance, December 31, 2021				\$ 31,276



COUNCIL REPORT

File: 0470-01

Date: June 6, 2022

From: Dennis Back, Acting Chief Administrative Officer

Subject: **Metro Vancouver Request for Acceptance of Metro 2050
(Metro Vancouver Regional District Regional Growth Strategy
Bylaw No. 1339, 2022)**

Recommendation

That the Village of Belcarra accept “Metro 2050: Metro Vancouver Regional District Regional Growth Strategy Bylaw No.1339, 2022” referenced in the attached letter from Sav Dhaliwal, Chair, Metro Vancouver Board, dated May 3, 2022.

Introduction and Purpose

As explained in Attachment 1, the Metro Vancouver Board is in the process of considering a new Regional Growth Strategy (RGS) in 2022 to replace the current amended RGS, first adopted in 2011. Provincial legislation requires the Regional Districts to seek acceptance from all the member Treaty First Nations, municipalities and Electoral Areas before adoption.

This report is intended to provide Mayor and Council with additional planning background, local context plus implications and options to consider in this regard and recommends that Council accept the Metro 2050 RGS as the new Regional Plan for Belcarra and Metro local and First Nation governments.

Background and Discussion

The Draft Metro Vancouver Regional Growth Strategy Metro 2050 is the latest effort to co-ordinate the planning for and development of the lowlands of the South-west portion of British Columbia. While protecting and enhancing the environment, respecting and working with the rights and aspirations of indigenous peoples and planning for the arrival of 1.3 million more people (mainly through migration from elsewhere) by 2050, this Plan is also meant to co-ordinate metropolitan actions with local First Nations, municipalities and unincorporated areas.

There have been efforts to manage growth and change through a Regional Plan in the Lower Mainland since 1948 (an idea called for by some municipalities and promoted by the Province after a damaging flood in that year) and the resulting Lower Mainland Regional Planning Board published a Plan for the Lower Mainland in 1952. With the creation of Regional Districts by the Province in 1965, the Greater Vancouver Regional District was formed and a more specific Greater Vancouver Regional Plan followed.

Other regional services for water and sewer services had been established much earlier expanding eastward from a base on the Burrard peninsula; these bulk infrastructure services now have interlocking governance through the Regional District. In addition, the GVRD, renamed Metro Vancouver, has added other pan-municipal services over the years, significantly Regional Parks and Air Quality.

Metro Vancouver never has had responsibility for regional transportation planning with the Province reserving this authority. Over the past 25 years, there has been an increasing amount of integrated planning between the Ministry of Transportation and Infrastructure and the Region. Translink was set up to deal with transportation planning and regional highways and transit. For the first time, Metro and Translink are integrating their plans, Translink 2050 Plan was recently approved by the advisory Mayor's Council and by its Provincially appointed Board.

When the Village of Belcarra was incorporated in 1979, it became part of the federation of municipalities that then made up the Greater Vancouver Regional District. Twenty-one municipalities, the Tsawwassen Nation, and one geographically dispersed unincorporated area now make up Metro Vancouver. The current Regional Growth Strategy (from July, 2011) was adopted by the Regional Board. The Village accepted the current RGS on February 21, 2011.

The current RGS has little specific reference to the the Village of Belcarra. Focusing on the more rapidly growing Metro lands, similarly the draft Plan attached to Metro Vancouver Bylaw No. 1339 has little specific consideration of the Village or its current OCP.

Only one of the Draft RGS' five focus areas "**Goal 3: Protect the Environment, Address Climate Change and Respond to Natural Hazards**" has much relevance to Belcarra; the others **Create a Compact Urban Area** (Belcarra is outside its boundary), **Support a Sustainable Economy** (Commercial and Industrial policies primarily), **Provide Diverse and Affordable Housing Choices** (there is little scope for that in the Village's longer term plans and existing and proposed regional policies will make such provision difficult), and **Support Sustainable Transportation Choices**.

Two specific Metro RGS goals will make it difficult for much change to occur in Belcarra:

- Belcarra is and will continue to be outside the Urban Containment Area and bordered by Conservation and Recreation (C and R) Lands — in Strategy 3.1.1 (page 55) of

the new RGS will direct the Greater Vancouver Sewerage and Drainage District not to extend sewer services through C and R lands.

- various other sections of Goal 3 expect Member jurisdictions to mitigate the impacts of climate change by reducing green house gas emissions, developing storm water management plans, planning for and responding to wild fire threat, and reducing the spread of invasive species (see 3,.2.7 and 3.3.7) and similar — all of which are difficult to implement in a rural municipality containing mostly Conservation and Recreation lands — meant to be left mainly in their natural state.

Metro also has a separate Regional Park Plan (RPP) that is close to ten years old now, that plan is for these C and R lands in Belcarra and throughout Metro. Not dealt with in detail in the Draft RGS, presumably updates that reflect new and expanded RGS policies will be articulated in the RPP.

Section 3.2.3 (d) of the Draft Plan indicates that Metro will “prepare Implementation Guidelines to support a green infrastructure network and to assist with the protection, enhancement, and restoration of ecosystems.”

Much of the Village is also within the administrative jurisdiction of Metro Parks. Given Metro’s ambitions to develop strong ecosystems while accommodating more recreation users, Belcarra is likely to receive a great deal of attention over the coming years as the RGS and related environmental initiatives are developed and implemented.

The current RPP states “Metro Vancouver 2040 does not describe an explicit role for the regional parks service in supporting the regional vision”. That document goes on to state “Moving forward Metro Vancouver’s challenge is to describe how the Regional Parks Service can support the Metro 2040 vision, while also meeting its own mandate”.

There are two pictures (page 57 and 67) in the draft RGS, from recent ceremonies honouring the historic agreement for “təmtəmíxwtən” (Tum-Tumay Whueton) Park between Metro and the Tsleil Waututh Nation. These images reflect a new element in RGS policy that is certainly to become more important. Metro is expanding its efforts to incorporate First Nation traditions and considerations in its work. First Nations lands are self-regulating and are not restricted by Metro or municipal policies, so co-operation concerning these rapidly growing Reserve lands will be critical in the years to come as will be Metro decision-making with involvement by and consideration for the original occupants of the Lower Mainland.

Options for Consideration

There is relatively close alignment between the existing Village of Belcarra OCP and the proposed RGS. At least one other Member jurisdiction, the City of Surrey has indicated that the proposed RGS is unsatisfactory and their Council has articulated reasons related to local autonomy potentially being hampered by Metro policies. This can and has occurred. For example: 1. the rezoning of Flavelle lands in the City Port Moody took

a long time to be approved by the Metro Board because of the need to amend Metro land use controls before Port Moody could change their development regulations;
2. The Village of Anmore has been hampered by GVS&DD regulations against expanding the sanitary sewer past the Urban Containment Boundary to solve a Townhouse project's failed septic system.

Belcarra also will have issues working through Metro's Board rules and regulations, a likely candidate for Metro concern will be ongoing efforts to link Belcarra North with the rest of the Village.

Processes exist for changes to Metro rules and regulations. The new RGS lays these existing amendment processes out in more detail and includes them in the Draft Plan.

Option 1: On balance, we recommend that Village Council adopt the supportive acceptance resolution included on Page 1 of this report;

Option 2: The Draft RGS is a significant document and there may be aspects of the Plan important to Council members that Staff have not addressed. A referral back to Staff to elaborate on specific aspects of the Plan will allow this work to be done with a report back to Council.

Attachments:

1. Letter from the Chair of the Metro Vancouver Board of Directors dated May 3, 2022

Office of the Chair
Tel. 604 432-6215 or via Email
CAOAdministration@metrovancover.org

May 3, 2022

File: CR-12-01
Ref: RD 2022 Apr 29

Mayor Jamie Ross and Council
Village of Belcarra
4084 Bedwell Bay Road
Belcarra, BC V3H 4P8
VIA EMAIL: jross@belcarra.ca; belcarra@belcarra.ca



Dear Mayor Ross and Council:

Submission of *Metro 2050* for Acceptance by Affected Local Governments

Metro Vancouver has been working closely with member jurisdictions, local First Nations, and other agencies and organizations over the past three years on the review and update of the regional growth strategy. Thank you for your participation and thoughtful contributions to the *Metro 2050* process. *Metro 2050* will replace *Metro Vancouver 2040: Shaping our Future*, and will guide land use decisions in Metro Vancouver over the coming decades.

Metro 2050 introduces important new and enhanced policies that will help Metro Vancouver, member jurisdictions, TransLink, and other parties address the significant challenges facing this region - including climate change, housing affordability, equity, and resilience - and will advance our shared vision for a sustainable, prosperous, and livable region.

Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022, was given first and second readings by the Metro Vancouver Board on March 25, 2022, and a public hearing was held on April 20, 2022. At its meeting of April 29, 2022, the Metro Vancouver Board resolved to refer *Bylaw No. 1339, 2022* to all affected local governments (signatories) for acceptance. A copy of the Bylaw and the accompanying report dated April 22, 2022, titled "*MVRD Regional Growth Strategy Bylaw No. 1339, 2022*, a bylaw to adopt *Metro 2050* – Public Hearing Minutes and Bylaw Referral for Acceptance" is attached.

In accordance with Section 436 of the *Local Government Act*, affected local governments must, by way of a council resolution submitted to Metro Vancouver and within 60 days of receipt of this notice, accept the regional growth strategy. The *Local Government Act* affirms that if an affected local government fails to act within the period for acceptance, it is deemed to have accepted the regional growth strategy.

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If an affected local government does not accept the regional growth strategy, it must indicate by way of a resolution within the sixty (60) day period: (a) the provision(s) to which it objects, (b) the reasons for its objection, and (c) whether it is willing that a provision to which it objects be included in the regional growth strategy on the basis that the provision will not apply to its jurisdiction.

Upon the conclusion of the acceptance period, Metro Vancouver staff will be reporting to the Metro Vancouver Board at its July 29, 2022 meeting on the status of affected local government acceptances, and, if appropriate, whether third reading and adoption of *Bylaw No. 1339, 2022* may be considered. Correspondingly, this will repeal *Metro 2040* (i.e. *Greater Vancouver Regional District Regional Growth Strategy Bylaw No. 1136, 2010*, as amended).

At the April 29, 2022 Metro Vancouver Board meeting, staff provided a summary of the engagement on the development of *Metro 2050* over the past three years. The Board expressed that this would be helpful context for member jurisdictions, and asked that the presentation be attached to the consideration of acceptance letter and email going to affected local government Councils and Boards. Please find attached the presentation titled "*Metro 2050: Public Hearing and Referral for Acceptance*".

Council resolutions can be sent to Chris Plagnol, Corporate Officer, Metro Vancouver, by email at Chris.Plagnol@metrovancover.org.

If you have any questions about the regional growth strategy or the process for adopting the Bylaw, please do not hesitate to contact Heather McNell, General Manager, Regional Planning and Housing Services, by email at Heather.Mcnell@metrovancover.org or by phone at 604-436-6813.

Yours sincerely,



Sav Dhaliwal
Chair, Metro Vancouver Board

SD/JWD/hm

cc: Lorna Dysart, Chief Administrative Officer, Village of Belcarra
Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer, Metro Vancouver
Heather McNell, General Manager, Regional Planning and Housing Services, Metro Vancouver
Chris Plagnol, Corporate Officer, Metro Vancouver

Enclosures:

1. Report dated April 22, 2022, titled "*MVRD Regional Growth Strategy Bylaw No. 1339, 2022*, a bylaw to adopt *Metro 2050* – Public Hearing Minutes and Bylaw Referral for Acceptance"
2. *Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022*
3. Presentation – *Metro 2050* Public Hearing Report and Referral for Acceptance

All enclosures can also be found at this link:

<https://cloudshare.metrovancouver.org:5001/sharing/3wjoLF21c>



COUNCIL REPORT

Date: June 6, 2022

From: Sartaj Grewal, Building Official

Subject: Remedial Action Requirement Site Inspection – Lot A, Twin Island

Recommendation:

That the Remedial Action Requirement Site Inspection – Lot A, Twin Island report, dated June 6, 2022, be received for information.

Purpose:

The purpose of this report is to present to Council the findings of the site inspection conducted on May 31, 2022.

Background:

A Remedial Action Requirement was imposed on the owners of the property, Lot A Section 31 Township 39 New Westminster District Plan EPP93027, PID:031- 121-101, requiring the owners of the property are to remove the Modified Tent and Shelter by May 30, 2022.

Site Visit:

At the time of the inspection, it was clear that the site had gone through extensive cleaning of debris and materials on site that had previously attributed to the unsightliness of the property. The modified tent and shelter have been taken down, in their place are tarps covering building materials that the owners intend to use when constructing their new home. The storage of these materials is not easily visible from the water and have been neatly stored at the rear of the property. The owners are aware that under the Village of Belcarra Zoning Bylaws, the main purpose of the property cannot be to store building materials, however, the owners have been in consistent contact with the Building Department with the intention to apply for a building permit soon. Surveyors were on-site during my visit preparing topographic surveys which are required when applying for a building permit.

Any rubbish previously viewed such as tires, Styrofoam, and charred wood have been removed from the property completely.

Attachment:

- Photos from site inspection, May 31, 2022

Attachment: Remedial Action Requirement Site Inspection – Lot A, Twin Island
Photos from site inspection, May 31, 2022













COUNCIL REPORT

Date: June 6, 2022
From: Dennis Back, Acting CAO
Subject: Fire Sprinklering Requirements

Recommendation:

THAT Council request

- a. Staff to pursue a Local Authority Variation to the Province to authorize Belcarra to impose a mandatory sprinklering requirement for all new construction, and major renovations above a specified level.
- b. Staff to report back on the estimated cost associated with any external resources required to complete the Local Authority Variation application.
- c. Staff to bring forward an amendment to the fees and charges bylaw to establish a rate for residents to connect to the municipal water system for fire sprinklering only.

Purpose:

The purpose of this report is to seek Council authorization to proceed with a Local Authority Variation to establish mandatory fire sprinklering for new construction and major renovations, and to approve connections to the municipal water system for fire sprinklering only.

Background:

The Village of Belcarra is served with water under a Water Servicing Agreement with the District of North Vancouver. The water system is a dual purpose system providing for both domestic consumption and fire protection.

While the system more than meets the domestic consumption requirements, it has some limitations in terms of fire protection given its current design and capacity.

This reinforces the need to take additional measures to minimize the fire risk within the municipality.

FireSmart Program

BA Blackwell and Associates Ltd. was engaged to update the 2008 Wildfire Protection Plan. In April 2021 BA Blackwell submitted its report and what is now called the Community Wildfire Resiliency Plan (CWRP).

The goal of the CWRP is to:

- Identify the risk of wildfire to a community;
- Aid communities in developing plans to improve safety; and
- Reduce the risk of damage to property.

This plan, which was presented to Council, contains 44 recommendations and action items that can be used to guide the improvement and/or development of emergency plans, emergency response, evacuation plans communications and education programs, bylaw development in areas of fire risk, and the management of potentially hazardous forest lands.

On May 9, 2022 a further contract was awarded to BA Blackwell to undertake work including establishing development permit areas where exterior design and finish of buildings requirements apply.

Fire Sprinklering

In the interest of trying to maximize fire safety in the Village, discussions have taken place with the Province in regard to fire sprinklering requirements.

The Building and Safety Standards Branch has advised that they are researching ways to bring greater consistency to fire sprinkler requirements in BC, while being responsive to local government needs and housing affordability.

The Province is working on developing a tiered approach in regard to fire sprinklering, with increasingly more stringent fire sprinkler requirements based on criteria for occupancy type, building height and building area that differ from those established by the BC Building Code.

This work is in progress, but meanwhile there is provision for a municipality to seek a Local Authority Variation.

A Local Authority Variation is:

- A technical building requirement or set of requirements that differs from a requirement in provincial building regulations;
- Requested by one or more local authorities who wish to enforce the requirement within their respective jurisdiction(s);
- Subject to Minister approval; and if approved,
- Enacted through a provincial building regulation that applies in the local authority jurisdiction making the request.

In the case of Belcarra, the objective would be to seek approval for the Village to impose a mandatory sprinklering requirement for all new construction, and perhaps major renovations above a specified level.

The application requirements as stated in the guide, include:

- Explaining the specific local need, circumstance, or condition that requires a variation from existing provincial building regulations.
- Explaining the objective the municipality is trying to achieve with the proposed variation, and how it addresses local need.
- Providing the historical needs, and social, economic, or environmental considerations that led to the proposed variation request.
- Requirement for a technical feasibility study describing the building science behind the proposal.
- Conduct a cost-benefit and affordability analysis.
- Conduct stakeholder engagement (only if applicable).

While the application process appears quite rigorous, the underlying condition that would prompt an application is Belcarra's location being surrounded by forest, and the ever more pressing risk of forest fires given the Wildland Urban Interface (WUI). This is substantiated in the BA Blackwell Community Wildfire Resiliency Plan dated October 27, 2021 that states that wildfire is a real threat to Belcarra and its WUI. It also states that the key to reducing WUI fire structure loss is to reduce structure ignitability. This speaks to Development Permit Areas and the regulation of exterior design and finish of buildings. But it also supports the benefits of fire sprinklering to prevent a house fire that could in turn impact on the WUI (forested proximity).

Cost of Application

If the Village wishes to pursue a Local Authority Variation, some external support would be required to meet the application criteria.

Fees and Charges Bylaw

As an inducement to encourage homeowners to install fire sprinklers, Cllr. Drake had earlier proposed that the Fees and Charges Bylaw be amended to enable homeowners that have their own water supply to hook up to the municipal water system just for fire protection purposes, namely as a water source for fire sprinklers.

The rate structure would provide that these residents that wish to connect to the municipal water system for fire sprinklers only be charged at the lowest rate, being the basic fee (currently \$1066.00 per year).

* * * * *

From: Jaimie Jeon
Sent: Wednesday, June 1, 2022 4:45 PM
Subject: Our Heartfelt Thanks - Hike for Hospice

File No. 1850-01

Dear Mayor Ross,

On behalf of Crossroads Hospice Society, I would like to express our deep appreciation for your participation at our 20th Annual Hike for Hospice and Ribbon Cutting. The team and I are so grateful for your generous gift of time and care.

Sunday was truly filled with reflection, joy, and laughter. Our community came together to honour and remember those who have passed away as well as fundraise for the compassionate, quality care Crossroads Hospice provides. We are so elated to share that we had approximately 350 participants who came out for this wonderful and meaningful event. It was really an incredible day, with little to no rain; truly making it a perfect day for a walk. With treats, delicious BBQ, kids' activities, and ice cream – we hope you had a great time.

Also, we were able to reach and surpass our fundraising goal \$50,000– **we raised \$54,000!** It's an honour to be a part of such a generous and giving community.

We deeply appreciate your continued advocacy for Crossroads Hospice, and we look forward to welcoming you back at next year's hike 😊

A heartfelt thanks,
Jaimie Jeon & Crossroads Hospice Society

Jaimie Jeon | Development Officer & Special Events Coordinator
Crossroads Hospice Society





COUNCIL REPORT

Date: June 6, 2022

From: Councillor Bruce Drake

Subject: Council Correspondence Policy

Recommendation

THAT staff be requested to bring forward a Corporate Policy on incoming correspondence addressed to Mayor and Council, and the process for handling such correspondence.

Purpose

The purpose of this report is to propose a clear and consistent process for the treatment of incoming correspondence addressed to Mayor and Council. This report is intended to provide direction to staff to bring back a report and draft policy for Council's consideration at a future meeting.

Background

The Village of Belcarra currently does not have a corporate policy to guide staff in the handling of incoming correspondence addressed to Mayor and Council. We have well established practices, but there are times where there is a lack of a framework or clear direction in how an item should be treated. As a result, residents who intend to reach Mayor and Council are not always certain their message has been received, and may be disappointed if it does not appear under correspondence on a Regular Council agenda.

Proposal for New Policy

Any new policy should ensure the following outcomes:

1. That all members of Council receive correspondence and other material addressed or intended for them if received by the Chief Administrative Officer.
2. That all correspondence be included on the Council agenda under "Information Items" unless it is considered inappropriate according to a set of exceptions identified and explained in the policy.
3. There is a clear appeal process when a writer does not agree with a decision by staff to not include their correspondence on the Council agenda.

It is important that all those wishing to communicate with Council members are able to do so. Also, that those writing to Council may have their communications included in the public Council Meeting agenda provided it meets clearly specified standards. Where staff consider that an item of correspondence is inappropriate, offensive, misleading, harassing or threatening, it should be within their authority to withhold it from the Council agenda.

However, there needs to be a clear appeal process that the writer can pursue. Likewise, incoming correspondence that is anonymous can and should be withheld from the Council agenda.

Most municipalities have a policy that governs how incoming correspondence to Mayor and Council is dealt with. This provides guidance to staff, and also ensures that all such correspondence is handled in a fair and consistent manner. It also provides direction on how to handle correspondence that is not appropriate for public distribution. In drafting a policy for Belcarra, staff can consider the current practices of other area municipalities, and adopt best practices for our community.

* * * * *



VILLAGE OF BELCARRA
OCP REVIEW COMMITTEE 2022
Minutes
April 6, 2022



6.4

This meeting was held via Zoom Teleconference and was recorded.

Members in Attendance

Ralph Drew, Acting Chair
Ian Devlin, Chair
Larry Carlsen
Jol Drake
Kevin Ferris
Tracey McRae
Mary-Ann Pope
Sandra Rietchel
Janet Ruzycki
Angela Yin

Member Absent

Paul Degraaf

Council in Attendance

Councillor Carolina Clark

Staff in Attendance

Paula Richardson, Municipal Coordinator

Staff Absent

Lorna Dysart, Chief Administrative Officer

Also in Attendance

Melissa Clement, Senior Planner, Project Lead, Urban Systems
Andrew Cuthbert, Community Planner, Urban Systems
Darby Henshaw, Junior Planner, Urban Systems (Minute Taker)

1. Call to Order

Ralph Drew, Acting Chair, called the meeting to order at 7:04 pm.

2. Approval of the Agenda

2.1 OCP Review Committee meeting, April 6, 2022

It was moved and seconded:

That the Agenda for the OCP Review Committee meeting, April 6, 2022, be approved as circulated.

CARRIED

3. Adoption of the Minutes

3.1 OCP Review Committee Meeting, March 2, 2022

It was moved and seconded:

That the Minutes of the OCP Review Committee meeting held March 2, 2022, be approved.

CARRIED

Conflict of Interest

Paula Richardson, Acting Corporate Officer, provided information received from the Village lawyer related to a question regarding Conflict of Interest. It was noted that Conflict of Interest rules in the *Community Charter* only apply to elected officials and therefore would not apply to OCP Committee members.

4. Stakeholder Engagement Update

Urban Systems provided a presentation to the Committee with an update on Phase 2 of the OCP process noting the following:

- The OCP Review Project is nearing the end of Phase 2.
- Urban Systems has met with a range of stakeholders and has extended an invitation to other stakeholders.

5. Community Survey Results

- The Online Survey received 111 responses (17.2% response rate). Results included:
 - Most respondents have lived in Belcarra for over 40 years.
 - Most respondents describe where they live as Bedwell Bay.
 - Key words used to describe Belcarra included: Beautiful, Quiet, Community.
 - Respondents generally commented on their love for the natural surroundings.
 - Governance and policy were seen as the top item to be changed about Belcarra.
 - Priorities included Emergency preparedness, infrastructure and servicing, and financial sustainability.
 - Community character was significantly attributed to the natural surroundings.
 - Governance & policy, traffic, pollution and parking were noted as the key items that detract from the character of the Village.
- A summary of the survey results will be presented at the upcoming open house.

6. Virtual Open House Feedback

A Virtual Open House was held on March 10, 2022 and had 51 participants. Community members engaged in small break out rooms and were asked similar questions to the online survey. A summary of key takeaways and emerging priorities was shared.

7. Research Teams Presentations

The theme of the Research Assignments for the OCP Review Committee was Environmental and Climate Change.

7.1 Wildfire Safety Team Presentation, Chair Ian Devlin, Vice Chair Ralph Drew, Tracey McRae and Janet Ruzyski

Presenter: Janet Ruzyski

- Wildland Fire Hazard Protection – support the Wildland Interface Fire Management Plan.
- Discussed Fire Smart building guidelines.
- Interest in Wildfire Fuel Reduction Programming. Encourages a partnership with Metro Vancouver Parks.
- The need for Emergency Evacuation Plans.
- Explored other OCPs: Village of Anmore and District of North Vancouver, Lions Bay. Found that some items are not necessarily included within the OCPs or are in a separate document.
- Suggested the use of educational tools and partnerships across the region.
- The Town of Sydney OCP started each section with community context. The team expressed interest for the Village of Belcarra to do the same.

Discussion ensued with regard to the following:

- Interest in exploring Crown Land Wildfire Protection Plans or Interface Management Plans.
- Exploration of evacuation plans not only by land but by water.
- Councillor Clark shared a resource from Metro Vancouver regarding their response to fire and parks.
- Individual water misters/sprinklers on homes for fire prevention. Available water for this item is of concern. It was noted that this item may be part of the education for residents. A range of items could be incorporated.
- Portable water pumps were suggested. Using municipal water to put out wildfires will not be sufficient. Fire breaks could be a useful tool.
- It was noted that Metro Vancouver has a program for fire breaks.
- Urban Systems shared some highlights about City of Kelowna's Wildfire Plan.

7.2 Climate Change and Emission Reduction Strategies Team Presentation, Larry Carlsen, Jol Drake and Kevin Ferris

Presenter: Jol Drake

- Each team member provided specific goals including:
 - Prepare and adapt the community physically to climate change realities.
 - Incentivize and encourage GHG reductions from individual residents.
 - Reduce the risk of wildfire through FireSmart initiatives.
 - Create actionable items.

- OCP analysis: Anmore, Squamish, and Bowen Island.
- Ideas for Village of Belcarra new OCP: Sustainable measures for buildings; transportation; solid waste.

Discussion ensued with regard to the following:

- Melissa Clements noted that there was discussion with TransLink regarding a private bus shuttle.
- Support for incentivization instead of penalizing.
- It was suggested that knowledgeable people within the community offering their services for free to educate the community would be beneficial.

7.3 Environmental Species/Habitat Restoration Team Presentation, Paul Degraaf, Mary-Ann Pope, Sandra Rietchel, Angela Yin

Presenter: Mary-Ann Pope

- The current OCP references environment in terms of narrative and policy, and expresses that people live in Belcarra to enjoy nature.
- The team analyzed other OCPs and had a few key takeaways:
 - There is a need for environmental integrity.
 - The creation of an official committee for the environment for accountability purposes could be useful.
 - Wildlife interactions and protections should be a priority.
 - Traditional knowledge with First Nations communities should be prioritized.
 - Encourage preservation measures at home and create volunteer opportunities (i.e., Friends of Belcarra Park, etc.).
 - Habitat preservation should work with the higher levels of government.
 - An acknowledgement of the importance of the area and the need to protect this habitat by working in partnership.
- It was noted that the Salt Spring Island OCP excerpt regarding environmental stewardship aligns significantly with the Village of Belcarra.

Discussion ensued with regard to the following:

- The need for a strategy regarding ditches and culverts.
- Andrew Cuthbert supported the groups acknowledgement of the long term vision and application of other municipalities and First Nations.

It was noted that homework assignments should be sent to Paula Richardson. The topics next month will be Transportation, Trails and Tourism. Teams will be emailed accordingly.

8. Next Steps

A review of next steps was provided as follows:

- Complete initial round of Stakeholder Engagement.
- Beginning to draft the Community Vision, Goals, Policies, and the OCP document itself.

- Define Belcarra Community Character.
- A 'What We Heard Report' has been created and shared with the Village of Belcarra and will be added to throughout the process. This report will be finalized and presented to Council. At the next Open House, it will be made available.
- The presentation that was given at the last Open House has been posted on the Village website.

9. Questions / Comments

10. Adjournment

The meeting was adjourned at 9:04 pm.

Certified Correct:



Paula Richardson
Acting Corporate Officer



Ian Devlin
Chair

**Next meeting date:
Wednesday, May 4, 2022
7:00 pm – 9:00 pm on Zoom**



VILLAGE OF BELCARRA
Public Notice
Bylaw No. 602, 2022



A bylaw to provide alternate means for public notice

WHEREAS the Village wishes to ensure that its residents are provided with any notice required pursuant to Provincial legislation in an effective and efficient manner.

WHEREAS the use of newspapers for publication of required notices has its limitations.

WHEREAS the Council has determined that the proposed methods of publication set out in this bylaw meet the principles of reliability, suitability, and accessibility as required by Provincial legislation.

NOW THEREFORE BE IT RESOLVED THAT the Council for the Village of Belcarra, in open meeting assembled, enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Public Notice Bylaw No. 602, 2022.”

2. DEFINITIONS

In this bylaw:

“Newspaper” means, in relation to a requirement or authorization for publication in a newspaper, a publication or local periodical that contains items of news and advertising;

“Resident/Owner Email Notification List” means the notification service managed by the Village using email addresses supplied by the residents who wish to subscribe for notices from the Village.

“Village” means the Village of Belcarra.

“Website” means the information resource found at an internet address provided by the Village.

3. METHODS

The Village shall use the following methods of publication to provide notice as required under Provincial legislation to the residents of the Village:

- a) The Village Website;
- b) A newspaper;
- c) The Resident/Owner Email Notification List; and
- d) The posting of the notice at the bus shelters and the Waste and Recycling Depot in the Village.

4. If the subject matter contained in the notice is subject to 2 or more requirements for publication, the Village may combine the methods so that the Village meets the requirements of all of the applicable provisions.

READ A FIRST TIME on May 24, 2022

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Jamie Ross
Mayor

Paula Richardson
Acting Corporate Officer

This is a certified a true copy of
Public Notice Bylaw No. 602, 2022

Chief Administrative Officer



**VILLAGE OF BELCARRA
Election & Assent Voting
Bylaw No. 601, 2022**



A bylaw to conduct elections and assent voting

The Council for the Village of Belcarra, in open meeting assembled, enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Election and Assent Voting Bylaw No. 601, 2022.”

2. APPLICATION

This bylaw shall apply to all elections and assent voting conducted by the Village.

3. DEFINITIONS

In this bylaw:

“Applicant” means an elector who wants to vote by mail and make a request for a mail ballot.

“Chief Election Officer” means the person appointed by Council to administer any election or assent vote and their designate.

“Council” means the Council for the Village.

“Local Government Act” means the Local Government Act, R.S.B.C. 2015, c. 1 and its amendments.

“Register of Mail Ballots” means the records that the Chief Election Officer must keep in order to address any challenges to an elector’s right to vote.

“Village” means the Village of Belcarra.

“Village Hall” means the buildings located at 4084 Bedwell Bay Road, Belcarra, British Columbia.

4. ACCESS TO NOMINATION AND ENDORSEMENT DOCUMENTS

The Chief Election Officer shall give the public access to the nomination documents from the time the Chief Election Officer has received the nomination documents to 30 days after the date of the declaration of results by:

- a) Allowing a person to view the nomination documents at the Village Hall during regular office hours; and
- b) Posting the nomination documents on the Village website.

5. ELECTOR REGISTRATION

The Chief Election Officer shall use the most current available Provincial list of voters prepared under the Election Act as the register of resident electors.

6. ADVANCE VOTING OPPORTUNITIES

- 6.1 The Village shall hold mandatory advance voting opportunity on the 10th day before general voting day at the Village Hall in accordance with the Local Government Act.
- 6.2 The Village shall not hold an additional required advance voting opportunity.

7. ADDITIONAL VOTING OPPORTUNITIES

- 7.1 The Chief Election Officer may:
 - a) Establish additional general voting opportunities at the times and locations designated by the Chief Election Officer; or
 - b) Establish special voting opportunities on the dates and at the times and locations designated by the Chief Election Officer.
- 7.2 The Chief Election Officer may limit the number of candidate representatives who may be present at any special voting opportunity.

8. MAIL BALLOT VOTING

- 8.1 The Village may permit voting by mail and elector registration in conjunction with voting by mail.
- 8.2 The Chief Election Officer shall determine:
 - a) the time limits in relation to voting by mail and elector registration in conjunction with voting by mail; and
 - b) the forms and processes to be used to administer voting by mail and elector registration in conjunction with voting by mail.
- 8.3 In order to become an Applicant, a person shall:
 - a) make a request for voting by mail; and
 - b) give the request to the Chief Election Officer by the time specified by the Chief Election Officer.
- 8.4 The Chief Election Officer shall keep the Register of Mail Ballots which includes the following:
 - a) the name and address of the Applicant to whom the mail ballot package was issued;
 - b) the number assigned to the Applicant, if any;

- c) whether the Applicant is a registered resident elector, a registered non-resident property elector, or a new elector, if the Applicant is not already registered as an elector; and
 - d) any other information that the Chief Election Officer deems necessary to maintain the register of mail ballots.
- 8.5 A person may challenge an Applicant's right to vote up until 4:30 pm two days before general voting day.
- 8.6 To vote by mail, the Applicant shall complete the election registration in conjunction with voting by mail, if necessary, and mark the ballot in accordance with the instructions contained in the mail ballot package provided by the Chief Election Officer.
- 8.7 If, upon receiving a request to vote by mail, the Chief Election Officer determines that another person has voted or has already been issued a mail ballot in the Applicant's name, the Chief Election Officer shall comply with section 127 of the Local Government Act.
- 8.8 If an elector unintentionally spoils a mail ballot before returning it to the Chief Election Officer, the elector may request a replacement ballot by:
 - a) advising the Chief Election Officer of the spoiled ballot; and
 - b) mailing or otherwise returning by any appropriate means the spoiled ballot package in its entirety to the Chief Election Officer.
- 8.9 Upon receipt of the spoiled ballot package as per section 8.8, the Chief Election Officer shall record such fact and proceed to re-issue a mail ballot package.

9. RESOLUTION OF TIE VOTE AFTER JUDICIAL RECOUNT

In the event of a tie vote after a judicial recount, the tie vote shall be resolved by lot in accordance with the Local Government Act.

10. NUMBER OF SCRUTINEERS AT VOTING PLACES

The number of scrutineers for each candidate, if an election, or for each side in an assent vote shall be 1 per ballot box in use.

11. REPEAL

The Elections Procedures Bylaw No. 515, No. 2018 and its amendments shall be repealed.

READ A FIRST TIME on May 24, 2022

READ A SECOND TIME on May 24, 2022

READ A THIRD TIME on May 24, 2022

ADOPTED by the Council on

Jamie Ross
Mayor

Paula Richardson
Acting Corporate Officer

This is a certified a true copy of the
Election and Assent Voting Bylaw No. 601, 2022

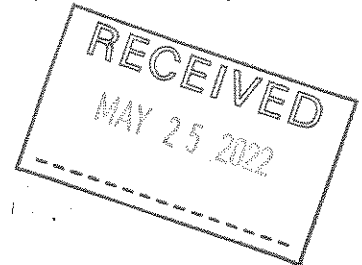
Chief Administrative Officer

**TransLink**

400 - 287 Nelson's Court
New Westminster, BC V3L 0E7
Canada
Tel 778.375.7500

www.translink.ca

South Coast British Columbia
Transportation Authority



May 11, 2022

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

Dear Administrator,

Re: *Transport 2050 Regional Transportation Strategy*.
ISBN 978-0-9810441-4-9

In follow up to my email of May 3rd, please find enclosed TransLink's recently published ***Transport 2050 Regional Transportation Strategy***. We have obtained **ISBN 978-0-9810441-4-9** for this enclosed report. The electronic copy is also available at: [Transport 2050 | TransLink](#)

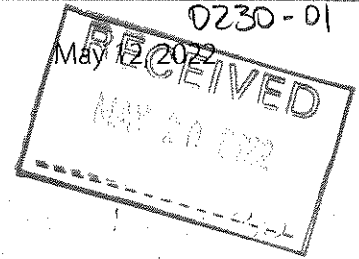
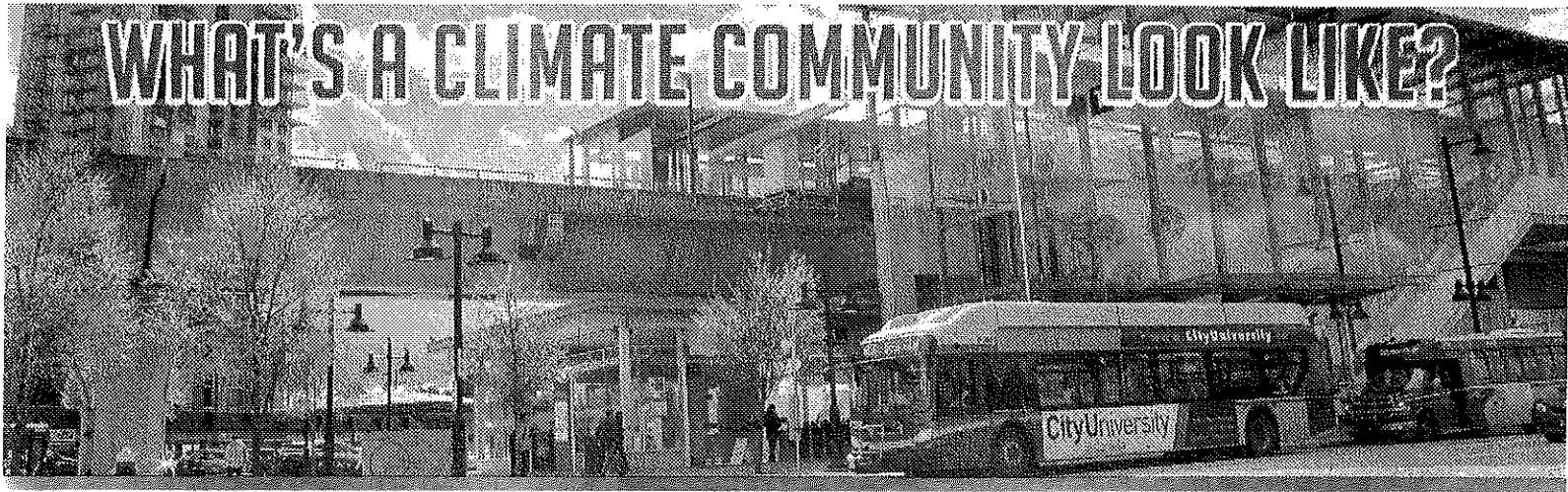
We ask that one hard copy be added to your public documents library, as part of the MetroVan area served by TransLink.

Your assistance is much appreciated, and please don't hesitate to contact me if further information is needed.

Many thanks

Cindy Nault
Planning Projects Coordinator
Cindy.nault@translink.ca

WHAT'S A CLIMATE COMMUNITY LOOK LIKE?



Dear Mayor and Council,

Last year's unprecedented climate disasters have made it even more urgent to tackle climate change. Municipal leaders have a major role to play. As the level of government closest to the ground, you shape how your communities grow and evolve as the province works to eliminate carbon pollution.

Decisions around land use, transportation, food and energy are vital to reducing greenhouse gas emissions. Communities account for 60 per cent of B.C.'s carbon pollution, with industry responsible for the balance. Building better neighbourhoods with multi-family housing, reliable public transit, local food and sustainable power is the only way forward.

Climate action can and must deliver a better quality of life for your residents.

In our latest report, ***Communities Take On Climate Change***, we describe a vision for non-polluting cities and towns that are also enviable places to live. It offers practical solutions for local leaders to address the climate crisis and B.C.'s affordability crisis at the same time. Throughout this paper, we encourage readers to work with Indigenous Nations on their ambitions for their territories.

With municipal elections coming up, candidates and citizens need to know what it looks like to eliminate pollution at a local level.

Read on to learn more about how you can lead your community into a low-carbon future. Please consider these issues as you're working on your platform and highlight them in discussions with voters. You can show people you understand what needs to be done and how it will benefit their lives.

continued over...



WILDERNESS
COMMITTEE

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

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

2./

Please feel free to reach out to me at peter@wildernesscommittee.org or 778-239-1935 if you have any questions or feedback.

Together, B.C. communities can show the rest of Canada and the world what it looks like to win this fight to maintain a safe climate.

For the climate,

A handwritten signature in cursive script, reading "Peter McCartney".

Peter McCartney | Climate Campaigner





May 13, 2022

Re: Law Enforcement Torch Run Mayor Invitation

To Mayor Jamie Ross and Councillors:

You are warmly invited to inspire respect and inclusion for people with intellectual disabilities by being part of the 2022 Law Enforcement Torch Run for Special Olympics BC.

On June 2, 2022 members of the Coquitlam RCMP, Special Olympics BC athletes, and other members of the community will participate in the Law Enforcement Torch Run for Special Olympics BC. The community run/walk will create inclusion for Special Olympics BC athletes with intellectual disabilities, and support for SOBC's empowering year-round sport, youth, and health programs.

The Torch Run will take place at Spirit Square, 3000 Burlington Drive, Coquitlam. We would like to invite the Mayor and Councillors to attend at 1200 and deliver a short 1-2 minute speech to show support on behalf of your community. Speaking notes are available if required. If you would like to also participate in the run itself, please don't hesitate to let me know.

From May 28 to June 12, Law Enforcement Torch Run participants will be in action across B.C., creating awareness and support for Special Olympics BC athletes and programs at this critical time of reconnecting and rebuilding.

The Law Enforcement Torch Run (LETR) is an innovative initiative powered by dedicated law enforcement personnel around the world who want to help Special Olympics athletes experience acceptance, achievement, and admiration through sport. The support, awareness, and funds raised by the LETR have had a significant impact for Special Olympics athletes and programs across Canada, and the movement has spread the message about Special Olympics to thousands of Canadians and many more worldwide.

Involvement in Special Olympics BC offers year-round opportunities for 5,200 athletes with intellectual disabilities of all ages and levels to improve their health and well-being, in 55 communities throughout our province

Please feel free to contact me for further information.

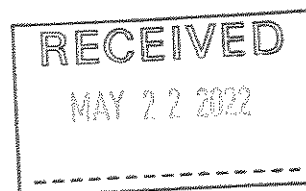
Sincerely,

Insp. Darren Carr,
Acting/OIC - Coquitlam RCMP
/tv

Law Enforcement Torch Run for Special Olympics BC
3701 Hastings St., Unit 210, Burnaby, BC V5C 2H6
Tel 604 737 3078 **Toll-free** 1-888-854-2276
Email info@specialolympics.bc.ca www.specialolympics.bc.ca/letr
Facebook & Instagram @specialolympicsbc Twitter @BCLETR

Proudly endorsed by the British Columbia Association of Chiefs of Police





FILE NO. 1850-20-28

Reference: AP6558

May 22, 2022

Mayor Jamie Ross and Council
Village of Belcarra
4084 Bedwell Bay Road
Belcarra, BC V3H 4P8
via email: jross@belcarra.ca

Re: 2020 Housing Needs Report – Village of Belcarra Housing Needs Assessment

Dear Mayor Ross and Council,

Thank you for providing a final report and financial summary for the above-noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible grant expenditure of \$14,378.75. Based on this, a payment in the amount of \$6,878.75 will follow shortly by electronic funds transfer. This transfer represents final payment of the grant and is based on fifty per cent (50%) of the total reported expenditure (to a maximum of the approved grant of \$15,000) minus the initial payment of \$7,500 provided in February 2021.

I would like to congratulate the Village of Belcarra for undertaking this project and responding to the opportunity to understand what kinds of housing are most needed in your community, and help inform local plans, policies, and development decisions.

If you have any questions, please contact Local Government Program Services at 250-952-9177 or lgps@ubcm.ca.

Sincerely,

Sasha Prynn, Program Officer
Local Government Program Services

cc: Lorna Dysart, CAO, Village of Belcarra

The Housing Needs Report program is funded by the Province of BC

COMMUNITY UPDATE

ANMORE, BELCARRA

Trustee: **Kerri Palmer Isaak** , KPalmerIsaak@sd43.bc.ca



School Trustee Update
May 28th 2022

Happy Spring Villagers

I hope you are enjoying some sunshine this weekend.
I wanted to recap some events and School District Initiatives

Many families are excited to be returning to in person graduation celebrations. These milestone events had to be re-imagined during COVID-19 and we are so happy to be gathering again to celebrate these important moments. Whether making a big move from Anmore Elementary to Eagle Mountain Middle or from Eagle to Heritage Woods or Graduating from Heritage and following your post secondary path, I wish you and your families a wonderful experience and look forward to seeing you at our convocation ceremony.

One of my favourite annual event is the Capstone Presentations (previously grad transitions) at Heritage Woods. Each year the graduates present to a small community and educator panel. This year we had the outstanding experience of seeing the Capstone projects in person. Each graduate had started working on a project, that was relevant to them, several years prior. They incorporated technology, projections and analytics, story telling, documenting and processing data they had gathered all on a topic of their choosing. The students I interviewed with had been working on areas such as Multiple Sclerosis, Nutrition, the mechanics of car racing to name a few. Each approached their project differently and all explored different outcomes. I am so very impressed by how teaching a learning opportunities had been woven through and the focus on our core competencies.

Our new SD43 Educational Learning Centre ELC opens this month this has been a long journey but we are very much looking forward to the new space. Staff in many district departments including technology and finance will all be able to operate in one building for the first time in many years. The new space also include multi purpose and purpose built community use spaces. The external self contained common area allows for the building to be used independently. Designed to grow with the district and accommodate more staff, and be able to serve more students and families, this space will function well into the future. We will be up and running in September.

As Trustee for Anmore Belcarra was honoured to be appointed chair for an initiative that is very important to many families, our Mental Health Task Force. We have been meeting with our municipal partners, Share, MCFD, PLEA and the RCMP, Port Moody Police and

additional stakeholders. Our goal is to bring advocate for better mental health services and resources in our communities. We will have updates to share in September.

I am very proud to mention that School District 43 (Coquitlam) staff have consulted with Farsi Dar BC regarding the development of the Farsi language curriculum Integrated Resource Package (IRP), for use in BC schools. The goal of this process was to enable secondary students to access provincial challenge examinations and earn graduation credits for Farsi language. SD43 is the first in the province and we anticipate that this will set a precedent with other districts following us to provide Farsi graduation credits.

Anmore Elementary will be seeing more community use as Village Council use the space to meet and communicate with the Village of Anmore while the new Village Hub is under construction.

Bingo night will be on at Anmore Elementary June 10th as a collaboration with PAC. I look forward to seeing some of our families at this fun high energy evening !

I always want mention of our wonderful PAC volunteers in our schools. These folks turn up, make great things happen and pay it forward for future students, Often PACs don't get the recognition they deserve. Thank you to our PAC teams for making all of the extra special things happen for our students.

If you are looking for information about Kindergarten Registration, Programs of Choice, Graduation Ceremonies, check your school site or SD43.bc.ca we use this site to share lots of valuable information including links to Fraser Health, Share, all of the school sites and staff emails.

Please keep your speed down and be safe in our school zones.

Feel free to contact me anytime, I am happy to take your call.
Kerri Palmer Isaak

Helpful Links

SD43

[http://www.sd43.bc.ca/Pages/default.aspx#/=](http://www.sd43.bc.ca/Pages/default.aspx#/)

Fraser Health

<https://www.fraserhealth.ca>

Daily Health Check / SD43 Covid Updates

[https://www.sd43.bc.ca/Pages/default.aspx#/=](https://www.sd43.bc.ca/Pages/default.aspx#/)

New Student Registration

[https://www.sd43.bc.ca/Schools/Registration/Pages/default.aspx#/=](https://www.sd43.bc.ca/Schools/Registration/Pages/default.aspx#/)

≡

Mental Health Resources

[http://www.sd43.bc.ca/Pages/mentalhealth.aspx#/=](http://www.sd43.bc.ca/Pages/mentalhealth.aspx#/)

Please remember that your school principal and your classroom teacher are the best place to start with questions and concerns. The www.sd43.bc.ca website is updated regularly with announcements from the Ministry of Education and the Provincial Health Authority. Please feel free to contact me by email or phone

Take Care of Each Other and Be Safe , Kerri Palmer Isaak School Trustee Anmore Belcarra
KPalmerIsaak@sd43.bc.ca 604-861-0521