



**VILLAGE OF BELCARRA
REGULAR COUNCIL AGENDA**

**Via Zoom
June 20, 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/88327425253>
Meeting ID: 883 2742 5253

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 20, 2022

Recommendation:

That the agenda for the Regular Council Meeting, June 20, 2022 be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, June 6, 2022

Recommendation:

That the minutes from the Regular Council Meeting held June 6, 2022 be adopted.

4. DELEGATIONS AND PRESENTATIONS

4.1 MP Bonita Zarillo regarding Priorities of Council

5. REPORTS

- 5.1** Richard White, RWPAS Ltd., Planning Consultant, report dated June 20, 2022, regarding Follow Up Report on Belcarra North Road and Fire Suppression Water Supply – Village of Belcarra: 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” attached to the Letter from the Chair of the Metro Vancouver Board of Directors dated May 3, 2022, and request that the following Village of Belcarra concerns be considered in the near future:

1. Joint opportunities for improvements to the Belcarra Water System to enable improved water storage, flows and fire suppression capacity in the Village and for Metro Parks; and
2. Continued co-operation for the eventual provision of road access from Belcarra to both Belcarra North and nearby Conservation and Recreation Lands in Belcarra Regional Park.

- 5.2** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated June 20, 2022, regarding Asset Management and Climate Change Planning Grant Application

Recommendation:

That Council direct staff to apply for a grant opportunity from the Canada Community Building Fund – Capacity Building Stream for Asset Management and Climate Change Planning; and

That Council commit to undertaking the work as proposed in the application to the Canada Community Building Fund – Capacity Building Stream should the application be approved.

- 5.3** Paula Richardson, Acting Corporate Officer, report dated June 20, 2022, regarding the 2021 Annual Report

Recommendation:

That the Village of Belcarra 2021 Annual Report be received for information.

6. REPORTS FROM MAYOR AND PROJECT LEADS**6.1 Mayor’s Report**

- National Indigenous People’s Day – June 21
- RCMP E Division Lower Mainland District Mayors’ Forum – June 22
- Metro Vancouver Tour of the Coquitlam Water Treatment Plant – June 23

6.2 Councillor Drake Motion**Recommendation:**

That staff be requested to report on approaches that could ensure that ‘sprinkler only’ connections to our domestic system do not endanger other users.

6.4 Official Community Plan Review Committee Minutes – May 4, 2022**Recommendation:**

That the Official Community Plan Review Committee Minutes from the meeting held on May 4, 2022, be received for information.

7. REPORT FROM ACTING CHIEF ADMINISTRATIVE OFFICER

- Water System Workshop date (proposed: June 27, 2022)
- OCP Review Committee Update
- New Procedure for Notice of Closed Meetings

8. BYLAWS**8.1 Village of Belcarra Public Notice Bylaw No. 602, 2022****Recommendation:**

That “Village of Belcarra Public Notice Bylaw No. 602, 2022” be adopted.

9. CORRESPONDENCE/PROCLAMATIONS**Recommendation:**

That correspondence items 9.1 to 9.3 be received.

ACTION ITEMS

No items.

INFORMATION ITEMS

- 9.1** Sherry Chisholm, Belcarra Resident, letter dated June 1, 2022, regarding the Official Community Plan (OCP) Review Process
- 9.2** Diana Aguilar, Integrated Resource Planning Manager, FortisBC, email dated June 7, 2022, regarding FortisBC Energy Inc. 2022 Long Term Gas Resource Plan – BCUC Order G-146-22 & Regulatory Timetable (report available at the Village office)
- 9.3** Kristan Ash, Fraser Northwest Division of Family Practice, email dated June 9, 2022, regarding Celebrating the Family Doctors of Fraser Northwest – July 14

10. NEW BUSINESS**11. PUBLIC QUESTION PERIOD**

12. ADJOURNMENT

Recommendation:

That the June 20, 2022 Regular Meeting be adjourned.



VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
June 6, 2022



This meeting was held via Zoom Teleconference.

Council in Attendance

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

Staff in Attendance

Dennis Back, Acting Chief Administrative Officer
 Stewart Novak, Public Works & Emergency Preparedness Coordinator
 Paula Richardson, Acting Corporate Officer
 Sartaj Grewal, Building Official (departed the meeting at 8:30 pm)

Others in Attendance

Ken Bjorgaard, Financial Consultant (departed the meeting at 7:12 pm)
 Richard White, RWPAS Ltd. Planning Consultant (departed the meeting at 7:49 pm)

1. CALL TO ORDER

Mayor Ross called the meeting to order at 7:04 pm

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, June 6, 2022

Moved by: Councillor Clark
 Seconded by: Councillor Snell

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

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, May 24, 2022

Moved by: Councillor Drake
 Seconded by: Councillor Snell

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

CARRIED

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)

K. Bjorgaard outlined the report and noted that the SOFI report is a legislative requirement of the Province to be submitted by June 30 of each year. Discussion ensued.

Moved by: Councillor Drake

Seconded by: Councillor Clark

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.

CARRIED

Ken Bjorgaard departed the meeting at 7:12 pm.

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)

D. Back provided an overview of the report noting that Metro Vancouver is required under the *Local Government Act* to refer the draft Regional Growth Strategy to all member jurisdictions for acceptance prior to adoption.

Richard White discussed Council and resident queries with regard to:

- How the Metro 2050 RGS relates to the ongoing Official Community Plan review
- Subdivision of properties in the region
- Regional services for sanitary sewer and water systems
- The possibility of increased water supply to provide adequate fire fighting capability
- Implications regarding road connectivity between Farrer Cove, Belcarra North & South

Council discussed Option 2 of the report: 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.

Council noted two items in particular be included in a report back; the likelihood of increased water to ensure adequate firefighting capacity and the connection to Farrer Cove, Belcarra North to Belcarra South.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the Metro Vancouver draft Regional Growth Strategy 2050 be referred back to staff for further review relative to Belcarra's water system and fire fighting capacity, as well as the lack of road connectivity to Farrer Cove, and further report to Council.

CARRIED

Richard White departed the meeting at 7:49 pm.

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

S. Grewal outlined the report noting that an inspection was performed at the site on May 31, 2022 and found the property had been brought into compliance with the remedial order.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

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

CARRIED

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

D. Back outlined the report noting that the purpose of the 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.

Discussion ensued with regard to:

- The Community Wildfire Resiliency Plan (CWRP) developed by BA Blackwell
- Discussions with the Province in regard to fire sprinklering requirements
- The Technical Standards in the Provincial Building Code and how the standards apply in Belcarra
- The preparation of a letter to be provided with building permit applications to encourage the installation of sprinkler systems
- Roof sprinklering systems
- The work the Province is currently conducting related to a tiered approach to sprinkler requirements
- Safety with regard to residential water connections for sprinkler use only

Moved by: Councillor Drake
Seconded by: Councillor Clark

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.

(amended)

Discussion ensued with regard to the three items in the motion and the work the Province is conducting on the issue.

Moved by: Councillor Snell
Seconded by: Councillor Clark

That the foregoing motion be TABLED pending the outcome of the Building and Safety Standards Branch work on the issue of fire sprinklers.

(amended)

Moved by: Councillor Drake
Seconded by: Councillor Wilder

That the tabling motion be amended to delete recommendation c.

CARRIED

Councillor Snell voted in opposition

The motion to TABLE, as amended, was then voted on and

CARRIED

The Main Motion, to approve recommendation c, was then voted on and

CARRIED

Mayor Ross & Councillor Clark voted in opposition

Sartaj Grewal departed the meeting at 8:30 pm.

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor's Report

- Hike for Hospice Run Sunday, May 29, 2022
 - Mayor Ross noted that it was a pleasure to join members of the community to support the Crossroads Hospice Society at the Hike for Hospice Run.
- Mayor Ross attended the 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, held on Thursday June 2, 2022
- Mayor Ross attended a lunch meeting with MLA Rick Glumac on Monday, June 6, 2022

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

Councillor Drake outlined the motion with regard to a proposed Council workshop on the water system. Discussion ensued related to the format of the workshop.

Moved by: Councillor Drake
Seconded by: Councillor Wilder

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.

CARRIED

Councillor Snell voted in opposition

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

Councillor Drake outlined the report and the purpose of the policy to propose a clear and consistent process for the treatment of incoming correspondence addressed to Mayor and Council.

Discussion ensued. It was noted that Council Procedure Bylaw No. 593, 2021 provides deadlines for submission of items to be included in the agenda.

Moved by: Councillor Drake
Seconded by: Councillor Wilder

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.

CARRIED

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

Moved by: Councillor Clark
Seconded by: Councillor Drake

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

CARRIED

The meeting recessed at 8:57 pm and reconvened at 9:07 pm.

7. REPORT FROM ACTING CHIEF ADMINISTRATIVE OFFICER**7.1 2021 Annual Report**

D. Back advised that the 2021 Annual Report is available on the Village website and at the Village office for public review and comment. The 2021 Annual Report will be advertised in the TriCity News, as per the *Community Charter*, and a link to the report on the website was sent to the Resident email notification list on Friday, June 3, 2022. The 2021 Annual Report will be considered by Council at the Regular Council meeting scheduled for June 20, 2022.

7.2 Wildlife Activity

D. Back invited S. Novak to provide an update on the bear activity at WARD. S. Novak noted that 3 bears have been frequenting the WARD facility and that residents were notified via the Resident email notification list and a notice posted on the Village website. Residents were asked to be diligent in keeping the bin lids closed and use caution when visiting WARD. Public Works staff will continue to work on the issue and keep residents informed of the situation.

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

Moved by: Councillor Drake

Seconded by: Councillor Clark

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.

CARRIED

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

Moved by: Councillor Clark

Seconded by: Councillor Wilder

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

CARRIED

9. CORRESPONDENCE/PROCLAMATIONS

Moved by: Councillor Clark

Seconded by: Councillor Drake

That correspondence items 9.1 to 9.5 be received.

CARRIED

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

Councillor Drake advised that he attended the RCMP Law Enforcement Torch Run on behalf of the Village. He noted that the event was well attended and was in support of the Special Olympics.

9.4 Sasha Prynn, 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**Information Document – Sprinkler Installation**

Councillor Drake noted that an information document should be provided to new builders for construction or renovation projects to encourage sprinkler system installation. Discussion ensued.

Moved by: Councillor Drake

Seconded by: Councillor Clark

That staff be requested to prepare an information document to be provided to those building new homes or considering a major renovation explaining why in Belcarra it would be wise to install sprinklers in the building.

CARRIED**11. PUBLIC QUESTION PERIOD**

Joe Elworthy, Belcarra Resident, queried with regard to the process of Council motions.

Deborah Struk, Belcarra Resident, queried with regard to:

- The subject of the meeting between Mayor Ross and MLA Rick Glumac
- Whether the water workshop will be open to the public and if the meeting will be in person at the Village hall, virtual or hybrid

Sherry Chisholm, Belcarra Resident, queried with regard to the reason for the Closed meeting of June 6, 2022.

12. ADJOURNMENT

Moved by: Councillor Clark

Seconded by: Councillor Wilder

That the June 6, 2022 Regular Meeting be adjourned at 9:39 pm

CARRIED

Certified Correct:

Jamie Ross
Mayor

Paula Richardson
Acting Corporate Officer



COUNCIL REPORT

File: 0470-01

Date: June 20, 2022

From: Richard White, RWPAS Ltd., Planning Consultant

Subject: Follow Up Report on Belcarra North Road and Fire Suppression Water Supply — Village of Belcarra: 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” attached to the Letter from the Chair of the Metro Vancouver Board of Directors dated May 3, 2022, and request that the following Village of Belcarra concerns be considered in the near future:

1. Joint opportunities for improvements to the Belcarra Water System to enable improved water storage, flows and fire suppression capacity in the Village and for Metro Parks; and
2. Continued co-operation for the eventual provision of road access from Belcarra to both Belcarra North and nearby Conservation and Recreation Lands in Belcarra Regional Park.

Introduction and Purpose:

The Village of Belcarra has been asked by the Metro Vancouver Board to accept a new Regional Growth Strategy (RGS) in 2022 to replace the current amended RGS, first adopted in 2011. Provincial legislation requires the Metro Board to seek acceptance from all the member Treaty First Nations, municipalities and Electoral Areas before adoption.

Council considered this request on June 6, 2022, and resolved to have Staff report in more detail on the prospects for a road through Metro controlled lands connecting Belcarra with Belcarra North, and to enquire with Metro concerning the implications for the new RGS relative to the need for more and better fire suppression capabilities in Belcarra to serve both local and Regional Parks related emergency events.

This report has been prepared to set the stage for more discussion with Metro on local issues not addressed in the draft RGS. Contact has also been made with Senior Metro Officials who indicate that this discussion will be welcome.

This report is intended to provide Mayor and Council with additional planning background, local context plus implications and options to consider in regard to concerns raised at the last Council meeting.

The Report also 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 current RGS has little specific reference to the Village of Belcarra. The Draft RGS before Council for comment focuses, naturally enough, on the more rapidly growing areas in Greater Vancouver. Similarly, the draft document attached to Metro Vancouver Bylaw No. 1339 has little specific consideration of the Village or its current OCP. As a result, little in the RGS deals with the land use planning implications of a slow or no growth community like Belcarra as it experiences the externalities created by the rapidly growing Metro regional and broader, more global changes as well.

As noted previously, “parts of the new RGS expect Member jurisdictions to mitigate the impacts of climate change by reducing green house gas emissions, developing storm water management plans, reducing “wild fire threat” ... “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.”

Water Supply and Fire Suppression:

The two topics included in Council’s recent resolution are related.

Planning opportunities that are being tackled by Metro likely will better link its separate Regional Park Plan (RPP) to the RGS.

Like with so many aspects of current Metro development, growth helps to fund improvements. Metro and Belcarra, at the Staff level, have discussed the implications of new Regional expectations for Belcarra since Metro also does not support growth to help offset the cost of these new responsibilities.

Few places in the Region have the challenges of a community split by a Regional Park’s Conservation area or of a Metro Water service with an inadequate water supply to mitigate the increased fire threats posed by more park activity, municipal causes and the impact of drier and hotter summers. Considerable work is underway through utilities planning and the updating of the Belcarra OCP on this topic. Growth will be slow in Belcarra in the coming years; the population may eventually decline as it is very stable presently. Trends concerning public safety are not only related to population change.

The value and size of residential development has changed dramatically since the Water system was first introduced. Newer homes, even larger ones, are better protected from fire and also to contain fires within property lines better than older, even renovated properties. Fire suppression can also occur within homes through sprinkler and improved separations — these improvements are more typical in new homes.

The water system though has not been extended to serve all parts of the Village, particularly not the large Metro forest that surrounds the residential areas and that

separates Belcarra from the mutual aid normally available from adjacent municipalities in a larger fire or emergency.

As the next section details, fire suppression demands and other emergency responses in the Village will also be impacted by the increasing number of visitors to our Metro Parks.

Having Metro involved in the water supply topic and joining it with the road proposal to Belcarra North will be essential. Metro is a funder and member of Fire Services for Belcarra already. Better service in the longer term is directly connected to many of the expectations of the new RGS.

Funding for fire suppression through critical portions of large Regional Parks will have to be addressed in the coming years just as the RGS expects the reduction of “wild fire threats” to occur in Belcarra. In Belcarra this work might best be led or financed by Metro.

Belcarra North Road and Regional Parks:

One of the planning opportunities that is being tackled by Metro now is linking its separate Regional Park Plan (RPP) to the RGS. Staff have discussed the implications of these new expectations for Belcarra since Metro also does not support growth to help offset the associated new cost. Few places in the Region have the challenges of a community split by a Regional Park’s Conservation area or of a Metro Water service with an inadequate water supply to mitigate the increased fire threats posed by more park activity, municipal changes and the impact of drier and hotter summers.

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.” A Draft Regional Parks Plan (RPP) was released in later 2021 and its relationship to the new RGS has the potential of being harmonized as TransLink and Metro have attempted with Transport 2050 and the new RGS.

As noted before, “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 draft RPP indicates that while regional population has grown about 1.7% on an annualized basis in the last 20 years, Regional Park use has increased by 3.5% annually in most of that period with an additional 38% growth in the 2020 and 2021 period.

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”.

The authors do not know the history of the development of Tum Tumay Whueton Road. It is almost twice as long as the distance from Belcarra to Belcarra North and it, almost exclusively, serves the Belcarra Beach portion of Belcarra Regional Park. Park road access to Belcarra North would serve as access to similar Recreation land, for wild fire access, as well access to the Belcarra North private properties that once were in the jurisdiction of Metro for unincorporated area.

Options for Consideration

As stated previously there is relatively close alignment between the existing Village of Belcarra OCP and the proposed RGS — slow or no growth in Rural areas is preferred. Changes and improvements to land use and community planning in support of public health, land preservation, community resiliency and related goals nevertheless will remain challenging for Belcarra since so many of these things are easier to accomplish/finance in a growing and urbanizing setting.

Option 1: On balance, we recommend that Village Council adopt the supportive acceptance resolution included on Page 1 of this report along with a request to Metro to assist with road and water supply related issues;

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. Nevertheless, a further referral back to Staff is not recommended. More research can be done with respect to the various ancillary Metro plans and Provincial funding for wild fire prevention and climate adaptation as Council directs.



COUNCIL REPORT

Date: June 20, 2022

From: Stewart Novak, Public Works & Emergency Preparedness Coordinator

Subject: **Asset Management and Climate Change Planning Grant Application**

Recommendation:

That Council direct staff to apply for a grant opportunity from the Canada Community Building Fund – Capacity Building Stream for Asset Management and Climate Change Planning;

And that Council commit to undertaking the work as proposed in the application to the Canada Community Building Fund – Capacity Building Stream should the application be approved.

Purpose:

The purpose of this report is to authorize staff to submit an application on behalf of the Village of Belcarra to the Canada Community Building Fund – Capacity Building Stream for Asset Management and Climate Change Planning.

Background:

In 2021, Belcarra submitted an application to FCM for a grant in the amount of \$50,000 to establish a foundation for asset management by developing and adopting key asset management directional asset management policies and strategies, confirm and evaluate its assets/infrastructure, integrate asset management into its financial planning and decision-making model and produce and present a final Asset Management Report. In addition to the grant funds, the Village also contributed approximately \$25,750 towards this work.

John Weninger, JW Infrastructure Planning, submitted his reports to Council on April 11, 2022, at which time they were formally received.

Proposed Project Overview

November 2021 saw record rainfall in Southern British Columbia, with some communities seeing nearly a month's worth of rain over a 48-hour period. The extreme rainfall resulted in flooding, landslides and the evacuation of 20,000 people from their homes. 2021 also brought extreme heat which led to the third worst wildfire season on record, with many fires burning dangerously close to communities.

Bounded by forests and ocean, and built onto steep terrain, the Village Belcarra is becoming increasingly vulnerable to wildfire, landslides, and flooding as extreme weather events become more common place. Compounding the risk are the steep slopes with soils that are primarily Sandy Loam with fair to poor drainage characteristics, and the forested interface we share with Belcarra Regional Park.

To help address this risk the Village of Belcarra is making this application for funding to better understand and plan for the risk that a changing climate poses to Village infrastructure, public and private properties, and the health and safety of its residents.

The primary objectives of this project are to:

- Develop a GIS inventory and mapping for natural drainage assets (ditches, natural water courses, culverts, outfalls, catch basins, and drainage pipes)
- Conduct a visual condition assessment of approximately 150 drainage culverts and 65 drainage pipes
- Integrate new, and currently available information on topography and soils characteristics
- Forecast future weather conditions and extreme events (drought, snowfall, rainfall, winds, etc.) using the latest climate change modeling for the region
- Undertake a climate vulnerability/risk assessment for the Village's infrastructure
- Integrate this information with the recent asset management plan, existing capital plans and the recent OCP update
- Develop/update level of service standards for water, fire protection, transportation, snow removal and stormwater management so as to consider the impacts of climate change
- Engage the community in discussions around service expectations, risks and costs
- Update bylaws related to development, stormwater management, and other areas impacted by changes to service levels
- Develop a long-term capital and financial plan to address the risks associated with climate change
- Develop a web-based visual dashboard to serve as a planning tool for Village staff, communicate the study results and recommendations and to collect comments and input Belcarra residents.

Costs

A detailed project scope and cost estimate is currently being developed. A total budget of approximately \$200,000 is anticipated.

Funding

If approved, the Village will be applying for 100% funding of the foregoing work. This work will largely be performed by external consultants, supported by municipal staff as and when required.

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COUNCIL REPORT

Date: June 20, 2022

From: Paula Richardson, Acting Corporate Officer

Subject: **2021 Annual Report**

Recommendation:

THAT the 2021 Annual Report be received for information.

Purpose:

The purpose of this report is to consider the annual report for 2021, together with any submissions or questions from the public. For purposes of the *Community Charter*, this meeting is deemed to be the annual meeting.

Background:

Local governments are required to prepare an annual report which states their goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives. Local governments must present the report at a public meeting before June 30 each year, and make the report available for public inspection at least 14 days prior to that meeting.

The 2021 Annual Report for the Village of Belcarra was prepared and made available on the Village's website on June 3, 2022, as well as at the Village Office. Public notice was provided in the Tri City News, on the website, via the resident email distribution, and posted at the various mail boxes in the community.

There have been no written submissions received at this point.

* * * * *



Village of Belcarra 2021 Annual Report

An Open Letter from Council to the Citizens of Belcarra

On behalf of our Council, I am pleased to present the 2021 Annual Report and Audited Financial Statements of the Village of Belcarra.

In January, a by-election for the positions of Mayor and one Councillor was completed. The first priority of the new full Council was to develop a Strategic Plan. The most important elements of the Strategic Plan, as listed later in this report, are Asset Management - Financial Plan/Sustainability, Consolidated Enhanced Fire Protection, Parking Bylaw Enforcement, and the Official Community Plan (OCP).

This year our work also included development of a Short Term Rental Policy, adoption of a Tree Bylaw, approval of a contractor for the paving of Midden Road, and selection and appointment of the Committee for the review of the Official Community Plan (OCP).

Council undertook to renew our relationships with all levels of government including our regional partners; in particular with Metro Vancouver, Vancouver Fraser Port Authority, TransLink, and local community organizations.

Lastly, I want to provide my sincerest gratitude to all those in the Village of Belcarra, its Council, its consultants and, most importantly, its municipal employees who have worked in a most mutually supportive and positive manner during some of the most difficult and extraordinary challenges in recent memory, brought on by the COVID 19 viral pandemic. Despite the difficulties of having to alter our usual work patterns and tools, this Council was able to achieve much good work through their cooperative and generous spirit.



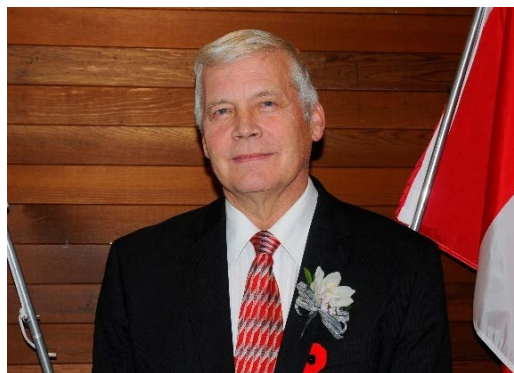
Jamie Ross
Mayor



Council Members



Councillor Carolina Clark



Councillor Bruce Drake

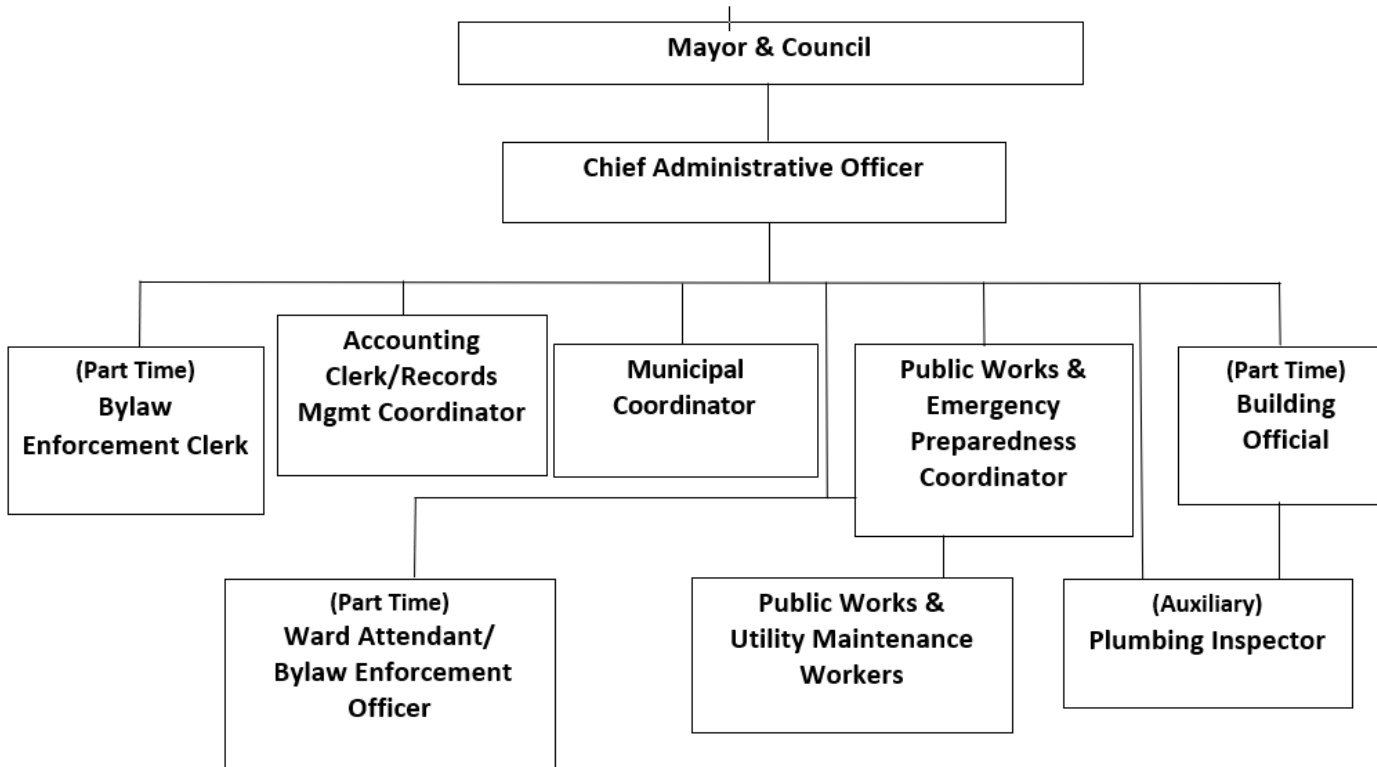


Councillor Liisa Wilder



Councillor John Snell

Organizational Chart



Village of Belcarra Mission Statement

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

Council

The Village of Belcarra is governed by an elected Council consisting of a Mayor and four Councillors. Council was elected on October 20, 2018 by the community for the four-year term from 2018-2022. A By Election took place on January 23, 2021 to fill the vacated positions of Mayor and Councillor. Mayor Jamie Ross and Councillor John Snell were elected in that process and were sworn in at the Inaugural Meeting held on February 8, 2021.

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

Under normal conditions, Council meetings are held at the Village Hall. Due to the COVID-19 Pandemic, Council meetings were held via Zoom in 2021. Regular Council meetings are open to the public. Zoom meetings have been well received and well attended by the residents. The Council meeting schedule, agendas and minutes are available on the municipal website at www.belcarra.ca and from the Municipal office.



Council Vision

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

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

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

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



Citizen Involvement

Volunteers — Visible, Vital and Valuable to Belcarra

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

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

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

You will find volunteers involved in the Sasamat Volunteer Fire Department, Block Watch programs and on Council committees. Volunteers take wonderful care of the planters at the Village Hall and at the Village entrance. The participation, commitment and contributions of Belcarra residents are essential to the quality of life in our community.

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



Council Committees

Belcarra Council appointed 5 Committees that continued work into 2021.

Belcarra Day Committee (BDC) – Belcarra Day Events in 2021 were cancelled due to the Pandemic.

Committee Members: Diana Drake, Gary Glover, Maureen Jamieson, Dave Warren
Council Liaison: Councillor Bruce Drake

Farrer Cove Committee (FCC) – The Farrer Cove Committee continued to liaise with other parties during 2021. Recommendations were received by Council & the committee was thanked for their work – April 2021.

Committee Members: Brian Ashford, Larry Carlsen, Sy Rodgers, Lynda Spence, Bob Wilson
Council Liaison: Councillor Liisa Wilder

Revenue Generation Committee (RGC) – Recommendations were received by Council & the committee was thanked for their work – April 2021.

Committee Members: Brian Hirsch, Tom Kim, Penny Moen, Maris Sulcs, Sharilyn Sweet
Council Liaison: Councillor Liisa Wilder

Tree Committee (TC) – Recommendations were received by Council & the committee was thanked for their work – April 2021. Tree Bylaw adopted October 2021.

Committee Members: Mary Begg, Les Bramley, Sandra Chapman, Vicky Greig, Deborah Struk
Council Liaison: Councillor Carolina Clark

Water Committee (WC) – Recommendations were received by Council & the committee was thanked for their work – November 2021.

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

Official Community Plan (OCP) Review Committee – 11 member committee appointed by Council in December 2021, meetings to commence early 2022.

Committee Members: Larry Carlsen, Paul Degraaf, Ian Devlin, Jol Drake, Ralph Drew, Kevin Ferris, Tracey McRae, Mary-Ann Pope, Sandra Rietchel, Janet Ruzycki, Angela Yin
Council Liaison: Councillor Carolina Clark

The purpose of the OCP Review Committee is to provide recommendations to Council regarding revisions and updates to the Village of Belcarra OCP Bylaw No. 435, as consolidated, which was adopted in 2011.



Corporate Strategic Plan Priorities

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

2021 Strategic Plan Priorities

- 1) **Asset Management – Financial Plan / Sustainability**
 - a. Roads Asset Management
 - b. Midden Road Discussion
 - c. Drainage Plan
 - d. Depreciation Management
- 2) **Consolidated Enhanced Fire Protection**
 - a. Emergency Preparedness
 - b. FireSmart
 - c. Monitored Fire Alarms
 - d. Water Hook up for Sprinklers – waive water connection application fee of \$750.
 - e. Water Capacity for fire fighting – Reservoir
 - f. Tree Bylaw & Report
 - g. Application to the Province to request a Local Variance (Sprinklers)
 - h. Water Metering
- 3) **Parking Bylaw Enforcement – Public Information meeting**
- 4) **Official Community Plan – review and update**
- 5) **Group Wharfages & lifting the Moratorium on Marine Ave & Senkler Road**
 - a. Highway Encroachment Areas
- 6)
 - a. Belcarra Community Pathways
 - b. Trails

Secondary Items

- 7) **Road to Farrer Cove**
- 8) **Traffic Control**
 - a. speed bumps
 - b. speed issues
 - c. Bedwell Bay Road – encroachments & shrubbery
- 9) **Multi Use Court**

Priority #1 – Asset Management Financial Plan/Sustainability

Objective	Strategy	2021 Action Plan	2021 Results	2022 Plan
a. Roads Asset Management	Include in the Asset Management Plan Development	<ul style="list-style-type: none"> October 2021 Contracted Consultant John Weninger, JW Infrastructure Planning Ltd. to conduct Asset Management Report 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Asset Management Plan to be presented to Council April 2022
b. Midden Road Discussion	Provide an update to Council on the Midden Road Closure	<ul style="list-style-type: none"> Re-pave & re-open Midden Road Obtain resident feedback on Traffic Patterns on Midden Road 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Re-pave & re-open Midden Road Residents will be surveyed to provide feedback
c. Drainage Plan	Included in the Asset Management Plan	<ul style="list-style-type: none"> Develop a high level plan of Drainage Assets and replacement priorities 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Ongoing
d. Depreciation Management	Included in 1 st phase Asset Management Plan	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Ongoing

Priority #2 – Consolidated Enhanced Fire Protection

Objective	Strategy	2021 Action Plan	2021 Results	2022 Plan
a. Emergency Preparedness	Establish secondary Emergency Operations Centre (EOC) location for evacuation plan	<ul style="list-style-type: none"> Ongoing discussions with Port Moody 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Ongoing
b. FireSmart	<p>b 1) Community Wildfire Grant</p> <p>b 2) 2021 FireSmart Economic Recovery Fund -Grant application with Coquitlam, Poco & Belcarra</p>	<p>b 1) Provincial grant received, contracted BA Blackwell to create a Community Wildfire Resiliency Plan which is required prior to applying for further grant funding</p> <p>b 2) Provincial grant application submitted and approved. Coquitlam hired employees for FireSmart Public Education</p>	<p>b 1) Developed a Community Wildfire Resiliency Plan. Report to Council Nov 2021</p> <p>b 2) Work commenced August 2021 – Public Education & site visits with recommendations where residents may apply for funding opportunities</p>	<p>b 1) Completed Plan allows for creating a Development Plan Area (DPA) for FireSmart Zoning as well as prescriptions for fuel reduction in forests</p> <p>b 2) Ongoing through September 2022</p>

Priority #2 – Consolidated Enhanced Fire Protection - continued

Objective	Strategy	2021 Action Plan	2021 Results	2022 Plan
c. Monitored Fire Alarms		No action at this time		
d. Water Hook up for Sprinklers – waive water connection application fee of \$750.	Ongoing	Deferred to 2022		Report to Council
e. Water Capacity for fire fighting – Reservoir			Investing in Canada Infrastructure Grant Program Application was not selected for funding	
f. Tree Bylaw & Report	Work with Tree Committee to complete bylaw	Amendments brought forward & approved by Council	Adopted October 2021	
e. Application to the Province to request a Local Variance (Sprinklers)	Discussion with Minister & Ministry staff		Staff to follow up with Ministry staff and report back to Council	Report to Council regarding Local Authority Variation
f. Water Metering	Read 2x per year to monitor high volumes & general maintenance	Ongoing	Ongoing	Ongoing

Priority #3 – Parking Bylaw Enforcement

Objective	Strategy	2021 Action Plan	2021 Results	2022 Plan
Hold a public information meeting on parking issues in the Village	Public meeting on hold due to COVID-19			Provide survey for residents regarding parking



Priority #4 – Official Community Plan

Objective	Strategy	2021 Action Plan	2021 Results	2022 Plan
Review and update 2011 Official Community Plan (OCP)	Hire Consultants and advertise for Committee member applications	<ul style="list-style-type: none">• Request for Proposal for Consultant to guide process• Call for residents to apply for OCP Review Committee positions	<ul style="list-style-type: none">• Hired Urban Systems to guide OCP process• Approved 11 resident members to sit on committee	<ul style="list-style-type: none">• OCP Review Committee commence meetings January 2022• Complete OCP Review and present to Council July 2022

**Priority #5 – Group Wharfages & Lifting the Moratorium
on Marine Avenue & Senkler Road**

Objective	Strategy	2021 Action Plan	2021 Results	2022 Plan
Provide opportunities for residents to apply for dock licenses in the Highway Encroachment Area (HEA)			Bedwell Bay Wharf Program drafted & awaiting completion of an area study by Port Metro Vancouver	Ongoing

Priority #6 – Community Pathways & Trails

Objective	Strategy	2021 Action Plan	2021 Results	2022 Plan
a. Belcarra Community Pathways	a. Apply for grants	a. TransLink Grant Application – 2021 Major Road Network Grant approved – Walking Infrastructure to Transit – June 2021	a. Report to Council November & December 2021 – approval received to apply for further grants.	Set up meetings with TransLink
b. Trails	<ul style="list-style-type: none"> • For follow up in 2022 with staff reports to Council • Public Works staff maintain designated trails & road ends 	Ongoing		Follow up reports to Council in 2022

Priority #7, #8 & #9 – Secondary Items

Objective	Strategy	2021 Action Plan	2021 Results	2022 Plan
7) Road to Farrer Cove	Ongoing	Ongoing	Ongoing	Work is taking place on this matter & information will be brought to Council early in 2022
8) Traffic Control a) Speed bumps b) Speed issues c) Bedwell Bay Road – encroachments & shrubbery	Approach TransLink Engineering for direction regarding Traffic Control on MRN Roads	Ongoing	Ongoing	Report to Council in 2022
9) Multi Use Court	No action at this time			

2021 Administration Work Plan

2021 Administration Work Plan

- Inaugural Meeting – January 23, 2021
- Short Term Rental Policy approved
- Parking Bylaw Enforcement & Speed Management - Ongoing
- Grant Funding - Ongoing
- Asset Management Plan – Ongoing work with consultant
- Village Hall – Resident Use – Closed to the Public due to COVID-19 Pandemic
- Emergency Preparedness / Wildfire Plan & Preparedness - Ongoing
- Shared Resources with Other Local Governments – Ongoing
- Support Council Committees – Ongoing
- Vancouver Fraser Port Authority – Collaborate on Projects including speed buoys in Bedwell Bay – Ongoing
- Waste and Recycle Depot (WARD) Operations – Ongoing
- Housing Needs Report, report to Council December 2021
- Council Chamber technology upgraded
- COVID-19 Recovery Grant, ongoing management & reporting



RCMP Year in Review

Village of Belcarra 2021

Police Service Levels

Police calls for service in 2021 were down approximately 18% from 2020, and this decrease also reflects a similar decrease in criminal offences in Belcarra, almost across the board. Property crimes, persons offences and collisions were all down in 2021 from 2020. Belcarra remains a very safe community.

Total calls for service in 2021 were 110 compared with 134 in 2020.



Property Offences

	2020	2021
Break and Enter – Res/Bus/Oth	1	0
Theft From Auto	2	0
Theft – Veh & Other	6	4
Mischief Offences	5	1
Fraud	2	3

Person Offences

	2020	2021
Assault – all levels	2	0
Utter Threats/Harassing Behaviour	4	2

Other Criminal Offences

	2020	2021
Causing A Disturbance	6	4
Other	0	2

Traffic Calls for Service

	2020	2021
Collisions	3	1
Driving Complaints	5	4

Other Calls for Service

	2020	2021
Bylaw – Noise and Other	15	7
Suspicious Per/Veh/Circumstance	8	9
Mental Health Act	5	1



2021 Sasamat Volunteer Fire Department Call Out Statistics

2021 SVFD CALL-OUT STATISTICS

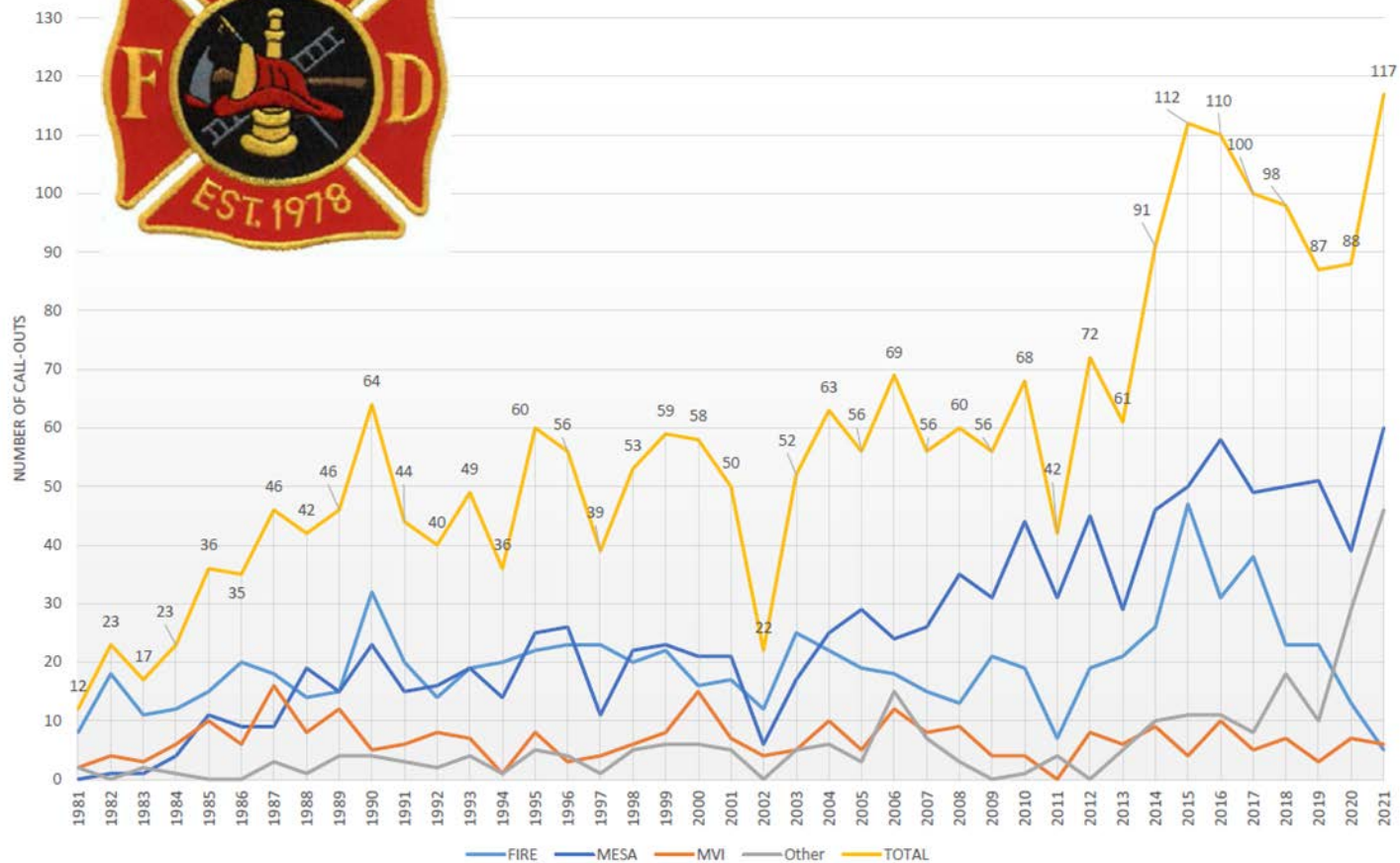
The **SVFD** call-outs during 2021 were typical in distribution, and significantly higher than the average of 98 call-outs per year over the past five years (see graph):

- **Total Call-Outs** amounted to 117 during **2021**, distributed as follows:
Anmore Village 77 (66%)
Belcarra Village 40 (34%)
- **Fire Calls (FIRE)** accounted for **5** call-outs
(4%): Anmore Village 2 (40%)
Belcarra Village 3 (60%)
- **Medical Emergencies (MESA)** accounted for **60** call-outs
(51%): Anmore Village 42 (70%)
Belcarra Village 18 (30%)
- **Motor Vehicle Incidents (MVI)** accounted for **6** call-outs
(5%): Anmore Village 3 (50%)
Belcarra Village 3 (5%)
- **Power Lines** accounted for **4** call-outs
(3%): Anmore Village 2 (50%)
Belcarra Village 2 (50%)
- **Alarms** accounted for **31** call-outs **(26%)**:
Anmore Village 24 (77%)
Belcarra Village 7 (23%)
- **Burning Complaints** accounted for **7** call-outs
(6%): Anmore Village 2 (29%)
Belcarra Village 5 (71%)
- **Other (Misc.)** accounted for 4 call-outs
(3%): Anmore Village 2 (50%)
Belcarra Village 2 (50%)





Sasamat Volunteer Fire Department
Call-Outs by Year and Type



2021 Audited Financial Statements



Financial Statements of

VILLAGE OF BELCARRA

And Independent Auditors' Report thereon

Year ended December 31, 2021

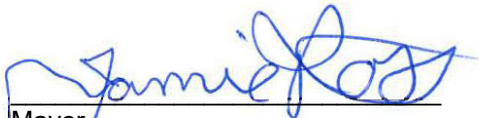
MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

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



VILLAGE OF BELCARRA
OCP REVIEW COMMITTEE 2022
Minutes
May 4, 2022



This meeting was held via Zoom Teleconference and was recorded.

Members in Attendance

Ian Devlin, Chair
 Ralph Drew, Vice Chair
 Larry Carlsen
 Jol Drake
 Tracey McRae
 Mary-Ann Pope
 Sandra Rietchel
 Angela Yin

Members Absent

Paul Degraaf
 Kevin Ferris
 Janet Ruzycki

Council in Attendance

Councillor Carolina Clark

Staff in Attendance

Dennis Back, Acting Chief Administrative Officer

Staff Absent

Paula Richardson, Municipal Coordinator

Also in Attendance

Melissa Clement, Senior Planner, Project Lead, Urban Systems
 Andrew Cuthbert, Community Planner, Urban Systems
 Jack De Sante, Intern, Urban Systems (Minute Taker)

1. Call to Order

Ian Devlin, Chair, called the meeting to order at 7:01 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, April 6, 2022****It was moved and seconded:**

That the Minutes of the OCP Review Committee meeting held April 6, 2022, be approved.

CARRIED**4. Welcome Dennis Back, Acting CAO**

Dennis Back provided a brief introduction.

5. Presentation by Urban Systems

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

- The OCP Review Project is in Phase 3 – Plan Development
- Stakeholder Engagement Update – Tsleil-Waututh Nation Outreach Progress
- Evangelical Laymen's Church (ELC) property
- Draft Community Vision and Strategic Goals
- Phase 2 Community Engagement

Discussion ensued with regard to the possible future development of the ELC lands.

6. Draft Vision and Goals

Committee members provided feedback on the Draft Vision Statement and Draft Strategic Goals.

7. Phase 2 Community Engagement

Urban Systems provided an overview of the Community Open House scheduled for May 25, 2022. Discussion ensued.

8. Research Teams Presentations

The theme of the Research Assignments for the OCP Review Committee was Transportation, Trails and Tourism.

8.1 Active Transportation and Trails (Walking, Cycling and Recreation) Presentation, Larry Carlsen, Paul Degraaf, Tracey McRae and Angela Yin

Presenter: Angela Yin

- Trails and Active Transportation routes should be accessible for use by people of all ages and abilities.
- Other similar, but slightly larger, municipalities have Park Master Plans, which contain a detailed trail inventory.
- A gap analysis study could be useful.
- Recommends the OCP refer to an Active Transportation Plan that is a separate document from the OCP.
- Signage to encourage residents and visitors to use environmentally friendly ways of travelling.

Discussion ensued with regard to:

- Regular maintenance and clear entrance signage and signage pertaining to appropriate usages (i.e., pedestrians, cyclists, etc.).
- Consolation should take place between Metro Vancouver and the Village to enhance Active Transportation connections.
- The bulk of the trail network is in the Regional Park outside the Village's jurisdiction.

8.2 Tourism Promotion and Management Team Presentation, Chair Ian Devlin, Kevin Ferris, Sandra Rietchel and Janet Ruzycki

Presenter: Sandra Rietchel

- The issue of Tourism is not in the current OCP.
- The OCP should incorporate a policy for Short-Term Rentals.
- Recent Village Bylaw now allows residents to operate Short-Term Rentals.
- It may be premature to deal with the scope of tourism prior to land-use changes that allow for commercial activity that would promote tourism.
- Recommends the OCP should highlight the fact the Village of Belcarra is a destination for cyclists and hikers who want to explore nature.

Discussion ensued with regard to:

- There is opportunity to address parking issues in the OCP.
- Questions whether Tsleil-Waututh Nation may be interested in expanding their kayak/canoe rentals to e-bikes and a coffee bar.
- Short-term-rental/B&B/"Airbnb" being addressed in the OCP.

8.3 Traffic and Parking Team Presentation, Vice Chair Ralph Drew, Jol Drake and Mary-Ann Pope

Presenter: Mary-Ann Pope

- Improving traffic safety and parking issues.
- Reduce Park traffic through alternative transportation options (transit, Active Transportation, Shuttle Buses).
- Cross walk improvements.
- Speed limit signage.
- Better signage for entering the Regional Park.

Discussion ensued with regard to:

- Parking being expanded in other communities.
- No-parking signs feel unwelcoming.
- Signage to make Active Transportation & Transit users feel welcome is encouraged.

9. Next Steps

A review of next steps was provided as follows:

- Meeting with Tsleil-Waututh Nation
- Continue drafting policies for eight (8) key policy areas
- The addition of a meeting is recommended to be two weeks after the regularly schedule meeting

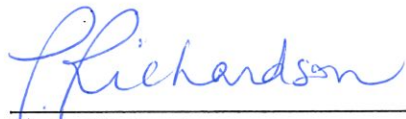
- Review of OCP Draft at the next meeting scheduled for June 1, 2022

10. Questions / Comments

11. Adjournment

The meeting was adjourned at 9:14 pm.

Certified Correct:



Paula Richardson
Acting Corporate Officer



Ian Devlin
Chair

Next meeting date:
Wednesday, June 1, 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

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 June 6, 2022

READ A THIRD TIME on June 6, 2022

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

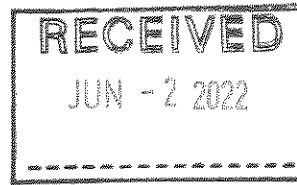
Chief Administrative Officer

File No. 6480-07

June 1, 2022

To: Mayor and Council

From: Sherry Chisholm



PAY ATTENTION....THIS IS REALLY IMPORTANT. I understand that most folks have no real interest in the local politics and certainly not the five year plan called OCP (official community plan).

I have listened to some of the OCP meetings. They are very controlled and the public comments are interpreted by the company that has been hired to literally run the show. These meetings are VERY controlled. It is hard to get a straight answer to your questions and then it seems your questions and answers are misunderstood.

The OCP members generally DO NOT seem to represent the people of the village or future of our community very well.

This OCP that is being produced right now will damage our homes and future of our community. (group small houses on one lot with communal kitchen facilities...dock removal where eel grass and the environment is deemed by the first nations folks to be threatened...etc.)

PLEASE write a letter .. read the draft OCP...attend on zoom or in person the next public OCP meeting or even a council zoom meeting and speak up before a small group of select citizens on the OCP decide for your future.

I understand that not everyone will agree with my thoughts, however, what I am asking is that the real people of this community talk up or write what they want to see in the future before it is too late.

It really is important that you give some time for yourself to ensure that YOUR wishes and needs are addressed by the OCP and the Village officials before we are turned into something that none of us want.

TAKE THE TIME....YOU WILL BE GLAD YOU DID...AT LEAST TRY TO PROTECT THE VILLAGE FUTURE.

file no. 0230-01

Subject: FW: FortisBC Energy Inc. 2022 Long Term Gas Resource Plan - BCUC Order G-146-22 and Regulatory Timetable

From: FortisBC Regulatory Affairs-Gas

Sent: Tuesday, June 7, 2022 1:18 PM

Cc: Integrated Resource Planning

Subject: FortisBC Energy Inc. 2022 Long Term Gas Resource Plan - BCUC Order G-146-22 and Regulatory Timetable

Good afternoon,

In accordance with BCUC Order G-146-22, Directive 2(a), the following information about the FortisBC Energy Inc. (FEI) Long-Term Gas Resource Plan (LTGRP) is being provided to all invitees and attendees consulted in FEI's community engagement process outlined in Section 8 of FEI's 2022 LTGRP. Please refer to the following notes for information:

- Attached please find Order G-146-22 which provides Public Notice and the regulatory timetable.
- Due to the file size, the submission is not attached but can be viewed on FortisBC's website at the following link: [2022 Long Term Gas Resource Plan \(fortisbc.com\)](https://www.fortisbc.com/2022-LTGRP). We have attached the Executive Summary as a convenient way for you to review the highlights of the 2022 LTGRP.
- If you want to get involved in the proceeding, by submitting a letter of comment, registering as an interested party, or requesting intervener status visit the following link: www.bcuc.com/get-involved. Please note that Wednesday, August 10, 2022, is the deadline to register as an intervener with the BCUC.
- FEI's 2022 LTGRP presents FEI's long-term view of the demand-side and supply-side resources identified to meet expected future gas demand, reliability requirements, and Provincial greenhouse gas reduction requirements, taking into consideration the cost to FEI's customers over the 20-year planning horizon. The 2022 LTGRP includes a 20-year vision for FEI and culminates in an Action Plan that identifies the activities that FEI intends to pursue over the next four years.
- As FEI and FBC's resource planning initiatives are ongoing, we invite you to participate in a short survey to gather feedback about ways we can improve our community engagement process going forward. The survey is found at the following link:
 - [FortisBC LTGRP Engagement Sessions - Evaluation and Feedback Survey](#)

If you have any questions, please don't hesitate to reach out to us at IRP@fortisbc.com.

Sincerely,

Diana Aguilar, MEL

Integrated Resource Planning Manager

FortisBC |

16705 Fraser Highway, Surrey, BC, V4N 0E8

irp@fortisbc.com

www.fortisbc.com



FORTIS BC™

Diane Roy
Vice President, Regulatory Affairs

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www.fortisbc.com

May 9, 2022

British Columbia Utilities Commission
Suite 410, 900 Howe Street
Vancouver, BC
V6Z 2N3

Attention: Mr. Patrick Wruck, Commission Secretary

Dear Mr. Wruck:

Re: FortisBC Energy Inc. (FEI)
2022 Long Term Gas Resource Plan (LTGRP)

On February 25, 2019, the British Columbia Utilities Commission (BCUC) issued its Decision and Order No. G-39-19 accepting FEI's 2017 LTGRP and directing FEI to file its next LTGRP on or before March 31, 2022, which was subsequently extended to May 9, 2022.¹

In accordance with the BCUC's Resource Planning Guidelines and Section 44.1(2) of the *Utilities Commission Act* (UCA), FEI submits the attached 2022 LTGRP for the BCUC's review.

There are no approvals being sought by FEI as part of this LTGRP submission. The LTGRP presents a 20-year view of the demand-side and supply-side resources identified to meet expected future gas demand, reliability requirements and provincial greenhouse gas reduction requirements at the lowest reasonable cost to FEI's customers. The LTGRP includes an action plan that identifies the activities that FEI intends to pursue during the first four years of the 20-year planning horizon. FEI will file separate applications for Certificates of Public Convenience and Necessity, if and as necessary, for any of the identified activities in accordance with the BCUC's guidelines.

FEI respectfully seeks acceptance of its 2022 LTGRP in accordance with Section 44.1(2) of the UCA.

¹ By letter dated March 18, 2022, the BCUC approved FEI's extension request to file its 2022 LTGRP by April 29, 2022 and by letter dated April 28, 2022, the BCUC approved FEI's further extension request to file by May 9, 2022.

If further information is required, please contact Ken Ross, Manager, Integrated Resource Planning and DSM Reporting at (604) 576-7343 or ken.ross@fortisbc.com.

Sincerely,

FORTISBC ENERGY INC.

Original signed:

Diane Roy

Attachments

cc (email only): FEI's Resource Planning Advisory Group
FEI 2017 Long Term Resource Plan Registered Parties
FEI Annual Review for 2022 Rates Registered Parties

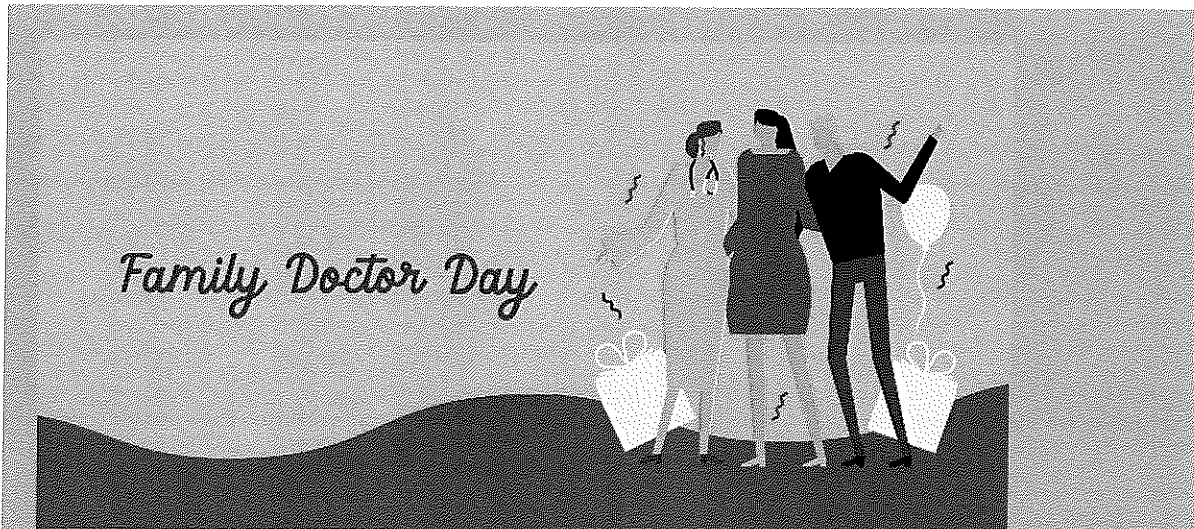
From: Kristan Ash

File No. 0230-01

Sent: Thursday, June 9, 2022 11:53 AM

Subject: Fwd: Celebrating the Family Doctors of Fraser Northwest - July 14

Hello Village of Belcarra Mayor and Council,



CELEBRATING FAMILY DOCTORS

Join us to celebrate the amazing family physicians who work hard to support the health and wellbeing of patients in New West & Tri-Cities. Bring your family for food trucks, fresh air, and fun!

Event Details:

- **Why are we Gathering:** As part of our work and commitment to supporting community and public education about health care, we are celebrating Primary Care and our Family Doctors that are needed as foundational in any society. We hear concerns that there are "not enough Doctors", "Family Doctors are choosing alternate practice and leaving our community", so let's come together to show how much we all value these human beings that dedicate their careers and life to caring for all of us. Let's be loud and proud that we are the greatest community to come practice in because we value our Doctors.
- **When:** Thursday July 14, 6-7pm.
- **Where:** Blue Mountain Park, Coquitlam
- **Who:** Family Doctors, Family Practice Staff and Allied Health working in Primary Care, Patients, Members of the Community, Partners supporting the future of Primary Care for our community.
- **What:** A casual hour of food, fun, and appreciation.
- **Registration:** All attendees must be registered (including children) so we can make sure to order enough food for everyone. You can register your whole family at the same time.



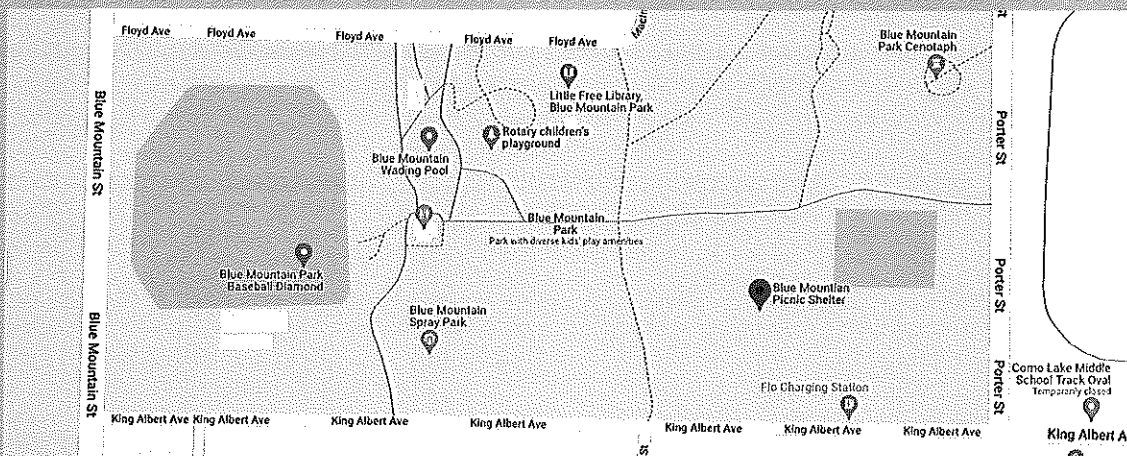
Food Trucks
Free Tacofino truck



Photo booth
Fun for everyone



Prizes & gifts
Gift card prizes



This event is funded by using a small portion of the grant funding FNW received from the [vaccine innovation campaign prize](#).



Fraser Northwest
Division of Family Practice
A GPSC Initiative