

Village of Belcarra



2022 Annual Report

For the Fiscal Year ended December 31, 2022

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Village of Belcarra Council (2022-2026)



Mayor Jamie Ross



**Carolina Clark
Councillor**



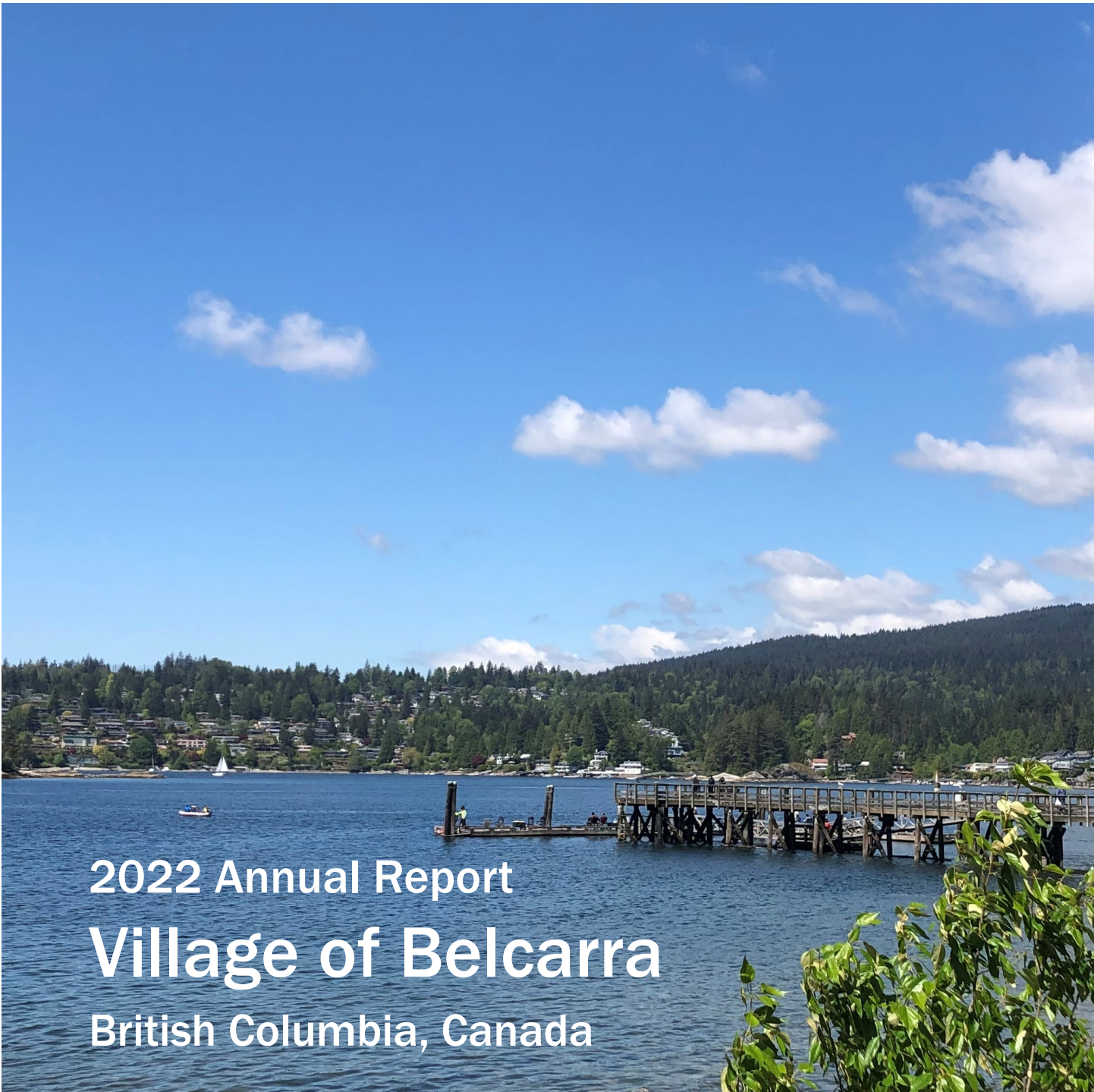
**Liisa Wilder
Councillor**



**Janet Ruzycski
Councillor**



**Joe Elworthy
Councillor**



2022 Annual Report
Village of Belcarra
British Columbia, Canada

Fiscal Year ended December 31, 2022



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An Open Letter from Council to the Citizens of Belcarra

On behalf of our Council, it is my pleasure to present the 2022 Annual Report and the Audited Financial Statements of the Village of Belcarra.

During 2022 our long standing Chief Administrative Officer, Lorna Dysart, retired and by year-end, Paula Richardson had been appointed to that position.

Bruce Drake, Belcarra's longest serving Councillor retired and Belcarra elected a new Council in October. Joe Elworthy and Janet Ruzycski joined Councillors Carolina Clark and Liisa Wilder.

Community members were appointed to the Official Community Plan (OCP) Review Committee and work started in January. Their work continued throughout 2022 and is now approaching its final stage.

Belcarra staff coordinated multiple projects including consultant recommendations for asset management, completion of the paving and re-opening of Midden Road, implementation of the Geographic Information System (GIS), development of a Council correspondence policy, signing of a Regional Public Works mutual aid agreement, contracting of B.A. Blackwell and Associates for Fire Smart initiatives and furthering the eradication of invasive plant species.

Improving Public Road Safety was a focus of Council in 2022. Various options were considered including a TransLink supported Multi-Use Path and an ICBC Road Safety Audit. This work is continuing.

In late Fall, the municipal hall was re-opened to in-person Council meetings. Since the Spring of 2020, all Council meetings had been held virtually, on-line, as a result of the COVID 19 pandemic.

In closing, I want to express my gratitude to our Village residents, our Council, Village staff and the consultants who work on our behalf. I would like to recognize Ken Bjorgaard and KPMG for their financial guidance this past year and Paula Richardson for stepping into the role of Chief Administrative Officer.

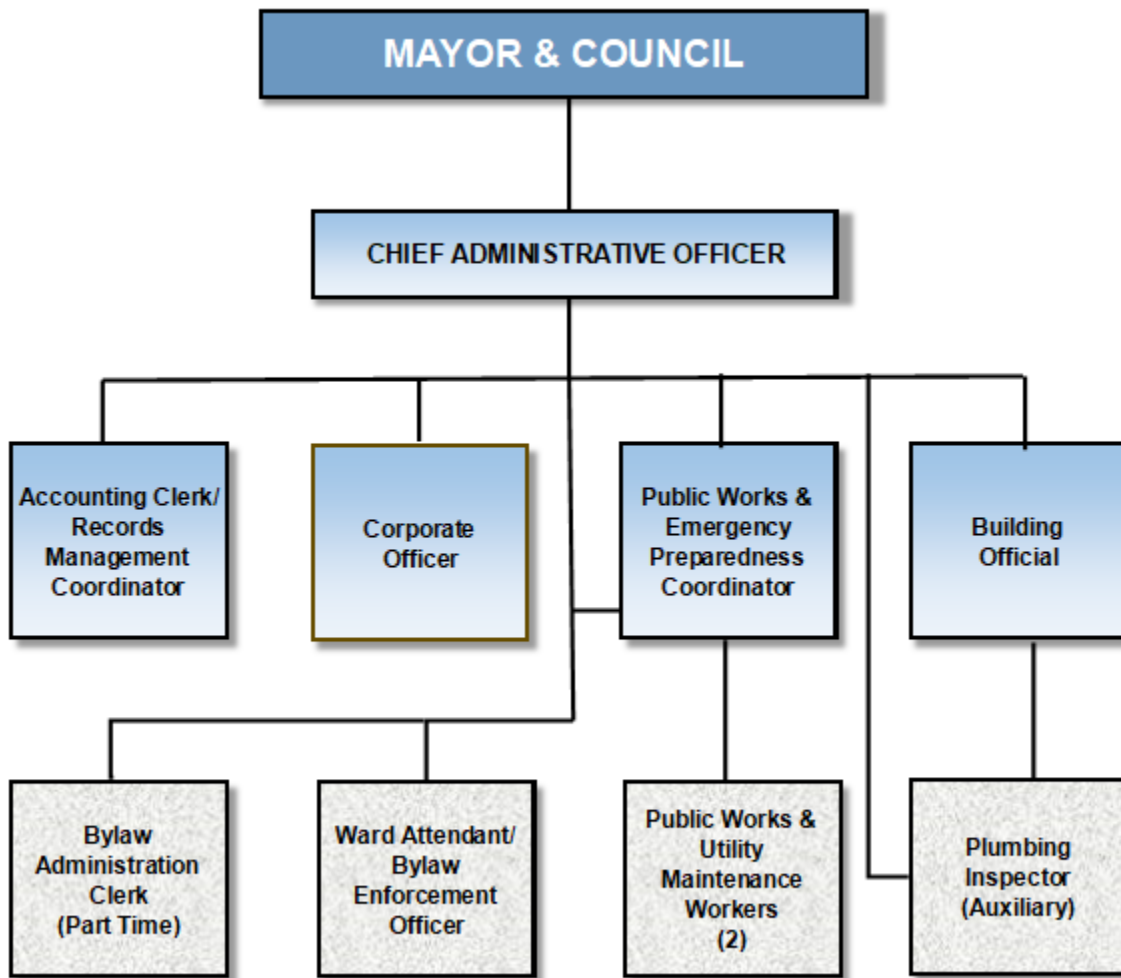
Thank you all.



Jamie Ross
Mayor



Organizational Chart



Mission Statement & Council

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 15, 2022 by the community for the four-year term from 2022-2026. Mayor Jamie Ross, Councillor Carolina Clark, Councillor Joe Elworthy, Councillor Janet Ruzycski and Councillor Liisa Wilder were elected in that process and were sworn in at the Inaugural Meeting held on November 7, 2022.

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

After the 2022 election, as COVID infections began to slow, Council meetings were held in a hybrid format which allowed both in-person and Zoom participation. In January 2023, public participation through Zoom was phased out to encourage residents to attend meetings and meetings are livestreamed on YouTube. The Council meeting schedule, agendas and minutes are available on the municipal website at www.belcarra.ca and from the Municipal office.



Vision Statement

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.

Committee members are important volunteers.

In 2022, the Village of Belcarra undertook the process of renewing Official Community Plan (OCP) Bylaw No. 435, as consolidated, which was adopted in 2011. An Official Community Plan Review Committee was formed to represent the interests of the community within the OCP process. Committee members were tasked with gathering and disseminating data, providing local knowledge and technical expertise, identifying issues, assessing priorities, reviewing progress, setting objectives and providing an understanding of various constraints/opportunities from a technical standpoint.

The Official Community Plan (OCP) Review Committee consists of 11 members appointed by Council in December 2021 and meetings commenced early 2022.

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

Strategic Plan Priorities Summary - 2022

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.

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 Avenue & Senkler Road

- a. Highway Encroachment Areas

6) Pathways and 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

2022 Work Plan

- Appoint Election Officers & manage municipal election
- Support Official Community Plan Committee
- Grant Funding opportunities - ongoing
- Work with WSP to complete Hydraulic Water Model for the Village water system
- Residential surveys - Midden Road reopening & Parking
- Work with TransLink on Multi-Use Path funding
- Complete Grants in Aid & Council Correspondence Policies
- Sign Regional Public Works Mutual Aid Agreement
- Engage ICBC Road Safety Review
- Reopen Village Hall for public use
- Regrade and repave Midden Road & Belcarra Bay Road (to the stop sign)
 - ◊ Reopen Midden Road
- Continued work with B.A. Blackwell on the Community Wildfire Resiliency Plan
- Work with consultants to provide Geography Information System (GIS) on Village website
- Partner with Vancouver Fraser Port Authority - Wharf Management - Ongoing
- Parking Enforcement & Speed Management - Ongoing
- Waste and Recycle Depot (WARD) Operations - Ongoing

Strategic Plan Priorities & Accomplishments - 2022

● PRIORITY #1 - ASSET MANAGEMENT - FINANCIAL PLAN/SUSTAINABILITY

Objective/Strategy	2022 Action Plan	2022 Results
<p>A) Roads Asset Management</p> <ul style="list-style-type: none"> • Include in the Asset Management Plan development 	Asset Management Plan to be presented to Council	<p>Asset Management Summary Reports presented in April 2022:</p> <ul style="list-style-type: none"> • Phase 1 Strategy & Roadmap • Phase 2 Asset Replacement Forecast • Phase 3 Financial Forecast
<p>B) Midden Road Discussion</p> <ul style="list-style-type: none"> • Provide an update to Council on Midden Road closure 	<p>Road renewal project, complete re-grade and paving – Midden Road and Belcarra Bay Road (to the stop sign)</p> <p>Residents surveyed to provide feedback</p>	Complete reopened April 2022
<p>C) Drainage Plan</p> <ul style="list-style-type: none"> • Include in the Asset Management Plan 	Develop a high level plan of drainage assets & replacement - measured pipes to confirm sizing	Ongoing assessment
<p>D) Depreciation Management</p>	Included in 1 st phase asset management	Will form part of the new long-term financial plan in 2023



Belcarra Bay Road regrade and paving



Midden Road regrade and paving

Strategic Plan Priorities & Accomplishments - 2022

• PRIORITY #2- CONSOLIDATED ENHANCED FIRE PROTECTION

Objective/Strategy	2022 Action Plan	2022 Results
A) Emergency Preparedness <ul style="list-style-type: none"> Establish secondary Emergency Operations Centre (ECO) location for evacuation plan 	Ongoing discussion with Port Moody	Emergency Preparedness ongoing
B) 1. FireSmart <ul style="list-style-type: none"> Community Wildfire Grant 	Completed plan allows for creating a Development Plan Area (DPA) for FireSmart Zoning as well as prescriptions for fuel reduction in forests	Ongoing work with BA Blackwell
B) 2. FireSmart <ul style="list-style-type: none"> 2021 FireSmart Economic Recovery Fund – grant application with Coquitlam, Port Coquitlam, Anmore and Belcarra 	Northeast Sector FireSmart Program Ongoing through September 2022	Provided opportunity for residents to participate in a FireSmart home assessment
C) Monitored Fire Alarms	No action	
D) Water hookup for sprinklers – waive water connection application of \$750	Report provided to Council	No action
E) Water capacity for firefighting	WSP completed hydraulic water model for water system	Ongoing work
F) Tree Bylaw and report	Tree Bylaw adopted in October 2021	Complete
G) Application to Province to request a local variance for sprinklers	Report provided to Council regarding Local Authority Variance	No action
H) Water Metering	Ongoing – Public Works inspect meters bi-annually and record usage	Ongoing

Strategic Plan Priorities & Accomplishments - 2022

• PRIORITY #3- PARKING BYLAW ENFORCEMENT

Objective/Strategy	2022 Action Plan	2022 Results
A) Hold a public information meeting on parking issues in the Village	Residents surveyed to provide feedback	Completed guidelines provided to staff and residents

• PRIORITY #4 - OFFICIAL COMMUNITY PLAN (OCP)

Objective/Strategy	2022 Action Plan	2022 Results
A) Review and update 2011 Official Community Plan	OCP Review Committee commence meetings in January 2023 Complete OCP review and present to Council in July 2022	OCP Committee provided draft to Council to be brought forward after election

• PRIORITY #5 - Group Wharfages & Lifting the Moratorium on Marine Avenue and Senkler Road

Objective/Strategy	2022 Action Plan	2022 Results
A) 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 the Vancouver Fraser Port Authority (VFPA)	VFPA moratorium on wharfs in the HEA area

• PRIORITY #6 - Community Pathways & Trails

Objective/Strategy	2022 Action Plan	2022 Results
A) Belcarra Community Pathways – Multi-Use Path (MUP)	TransLink Grant applications approved	Project not approved by Council
B) Trails	Maintain designated trails and road ends	Ongoing

Strategic Plan Priorities & Accomplishments - 2022

• PRIORITY #'s 7, 8 & 9 - Secondary Items

Objective/Strategy	2022 Action Plan	2022 Results
A) Road to Farrer Cove	Ongoing	No action
B) Traffic Control <ul style="list-style-type: none"> • speed bumps • speed issues • Bedwell Bay Road – encroachments & shrubbery 	ICBC study on road safety	Work on traffic control issues will be brought forward to 2023
C) Tennis Court (multi use court)	No action in 2022	Brought forward to 2023 Strategic Planning

Strategic Priorities - Looking Forward

• MANAGING OUR ASSETS & INFRASTRUCTURE

Asset Management Program	Actions To Achieve Results	Expected Completion Date
<p>OUTCOMES/MEASURES OF ACHIEVEMENT</p> <p>Functioning ongoing asset management program</p> <p>Complete inventory of assets broken down into asset components with respective estimated remaining useful life of major components</p> <p>All assets and infrastructure recorded in GIS system</p> <p>Multi-year condition assessment schedule as identified through asset management program</p> <p>Completion of condition assessments for key infrastructure on a yearly basis</p>	1. Complete review and undertake field work to provide breakdown of asset components (including remaining useful lives) and update GIS system accordingly	By September 2024 and updated annually
	2. Complete 5-year condition assessment schedule for assessing key assets and update annually	By September 2023 and updated annually by September of each year
	3. Complete annual condition assessments	By September of each year starting in 2024

Renewal of Existing Infrastructure & Assets	Actions To Achieve Results	Expected Completion Date
<p>OUTCOMES/MEASURES OF ACHIEVEMENT</p> <p>Long-term infrastructure/asset renewal and replacement schedule for existing assets based on asset management results including drainage systems, roads, water and WARD</p> <p>Completion of priority infrastructure projects including drainage and roads (see Key Project Lists)</p>	1. Complete long-term financial estimates and plan for infrastructure/asset replacements (based on asset management and condition assessment results)	By September 2024
	2. Update long-term financial estimates and plan for infrastructure/assets renewal annually	Annually by August of each year starting in 2025
	3. Integrate long-term infrastructure/asset replacement plan into long-term financial plan	Annually by September of each year starting in 2024
	4. Tender and complete priority infrastructure projects identified including drainage and roads priorities (see Key Project Lists)	Annually

Strategic Priorities - Looking Forward

• MANAGING OUR ASSETS & INFRASTRUCTURE

Water System Improvements	Actions To Achieve Results	Expected Completion Date
<p>OUTCOMES/MEASURES OF ACHIEVEMENT</p> <p>Assessment, excavation and fencing of existing water reservoir completed</p> <p>Clear options for addressing water system deficiencies defined</p> <p>Budget and schedule water system changes to address deficiencies</p> <p>Business case for universal water metering completed</p> <p>Complete review of water charges for Belcarra Park as per Metro Vancouver agreement completed</p>	1. Complete engineering report and work on water reservoir	By July 2023
	2. Engineering report and recommendations on options for addressing water system deficiencies including risk factors and budgets	By September 2023
	3. Final decision(s) on projects and budgets for addressing water deficiencies in part based on risk tolerance	By October 2023
	4. Provide for water system improvements in long-term financial plan	By October 2023
	5. Complete water metering business case	By September 2024
	6. Complete review of Belcarra Park water charges	By October 2023

Waste & Recycle Depot (WARD) Improvements	Actions To Achieve Results	Expected Completion Date
<p>OUTCOMES/MEASURES OF ACHIEVEMENT</p> <p>Formal review of WARD services and infrastructure</p> <p>Provide options for changes in services and service levels outlined including cost control options</p> <p>Plan, budget and schedule for changes to WARD services and infrastructure</p>	1. Complete WARD service review including review of current service provider and the option of utilizing Recycle BC to save costs	By June of 2025
	2. Review of WARD infrastructure to match services provided	By June of 2025
	3. Recommendations and approvals related to service changes and infrastructure needed	By June of 2025
	4. Implementation of any approved changes including provision for changes in financial plan	By June of 2026



Strategic Priorities - Looking Forward

● STEWARDING OUR COMMUNITY & ITS NATURAL ENVIRONMENT

Managing our Natural Assets	Actions To Achieve Results	Expected Completion Date
OUTCOMES/MEASURES OF ACHIEVEMENT Inventory and mapping of our natural assets, e.g. tree canopies, wetland, riparian areas, etc., completed Plan and budget for maintaining tree canopies Ongoing tree trimming and maintenance program	1. Complete inventory and mapping of natural assets and include in GIS system	By April 2024
	2. Council report on ongoing budget needs for tree management program	By June 2024
	3. Operational plan to implement tree trimming and maintenance plan	By September 2024

Official Community Plan (OCP)	Actions To Achieve Results	Expected Completion Date
OUTCOMES/MEASURES OF ACHIEVEMENT Final OCP adoption OCP implemented into daily operations Ongoing monitoring of the OCP as a tool to guide development and growth	1. Finalize OCP and conduct public hearing	By July 2023
	2. Adopt OCP and implement the same into daily operations	Adoption by September 2023 and implementation by November 2023
	3. Prioritization of OCP action items and completion of action items	Ongoing
	4. Ongoing monitoring of OCP and its effect on the community	Ongoing



Strategic Priorities - Looking Forward

• STEWARDING OUR COMMUNITY & ITS NATURAL ENVIRONMENT

Multi-Use Path, Trail and Road Shoulder (MTRS) Network	Actions To Achieve Results	Expected Completion Date
<p>OUTCOMES/MEASURES OF ACHIEVEMENT</p> <p>Mapping and plan for multi-use paths/trails/road shoulder enhancement (MTRS) network within the community completed</p> <p>Funding for incremental buildout of MTRS network secured including grants</p> <p>Ongoing maintenance program for MTRS implemented</p> <p>Incremental construction of new MTRS as per plan and as funding allows</p>	1. Complete mapping of existing MTRS network and include in GIS system	By September 2023
	2. Create plan for incremental build out of MTRS network including budget requirements	By October 2023
	3. Complete funding applications for new MRTS and secure grant funding	Ongoing
	4. Include budgets for maintaining existing MTRS network in long-term financial plan	Annually
	5. Build out MTRS network including prioritized section	Annually as approved

Re-Development of Tennis Court Site	Actions To Achieve Results	Expected Completion Date
<p>OUTCOMES/MEASURES OF ACHIEVEMENT</p> <p>Plan and budget for amenities at the Tennis Court site in place</p> <p>Agreement with Metro Vancouver on plan and related amenities finalized</p> <p>Construction of amenities completed</p>	1. Report to Council on amenity options for tennis court site including associated budget implications and any First Nation requirements	By October 2023
	2. Decision on amenities and budget for tennis court site	By March 2024
	3. Presentation of tennis court site plan to Metro Vancouver and finalization of agreement on site improvements	By June 2024
	4. Construction of tennis court site amenities	By June 2025



Strategic Priorities - Looking Forward

• FISCAL MANAGEMENT & FISCAL SUSTAINABILITY

Fiscal Management	Actions To Achieve Results	Expected Completion Date
OUTCOMES/MEASURES OF ACHIEVEMENT Up and running Finance Committee Regular fiscal updates to Council and the community Council input into annual, long-term financial plans including capital review	1. Create & approve Terms of Reference for a Finance Committee and start Committee meetings	By July of 2023 with quarterly meetings thereafter
	2. Complete fiscal updates and present to Council	For the periods ending June and September of each year with the reports to be finalized by the end of the month following each of these periods
	3. Finance Committee to review and approve long-term capital and operating plans	By September of each year as part of the financial planning process

Financial Sustainability	Actions To Achieve Results	Expected Completion Date
OUTCOMES/MEASURES OF ACHIEVEMENT Long-term (15-year) operating and capital financial plans completed and updated annually Integration of infrastructure renewal/replacement plans with long-term financial plans Formal grant writing resources and process in place Ongoing grant applications submitted	1. Create long-term (15 years) financial planning model with integration to infrastructure and capital plans (based on asset management results)	By October of 2023 with updates each year thereafter
	2. Produce report for Council and community based on long-term financial plan which also addresses financial sustainability	By October of 2023 with updates each year thereafter
	3. Secure grant writing resource, provide list of grant targets and start application process	Ongoing

Strategic Priorities - Looking Forward

• EMERGENCY MANAGEMENT & PREPAREDNESS

Emergency Planning & Management	Actions To Achieve Results	Expected Completion Date
OUTCOMES/MEASURES OF ACHIEVEMENT Emergency management plan updated including consideration of climate change implications Mass notification system in place Inventory and replenishment of emergency supplies completed	1. Review and update emergency management plan	By June of 2024
	2. Implement mass notification system	By October of 2023
	3. Complete Inventory of emergency supplies replenishment same as needed	By August of 2024
Fire Safety including Wildfire Management	Actions To Achieve Results	Expected Completion Date
OUTCOMES/MEASURES OF ACHIEVEMENT Fire safety & resiliency plan finalized Wildfire prescriptive zones created and incrementally implemented Inclusion of Metro Vancouver Sasamat fire service tax requisition on tax notices	1. Complete fire safety & resiliency plan	By June 2023
	2. Create and maintain wildfire prescriptive zones including development planning area	By June 2023
	3. Remediation of forest prescription areas	Ongoing
	4. Annual Metro Vancouver tax requisition for Sasamat fire service showing on tax notices	By May of each year starting in 2024

Strategic Priorities - Looking Forward

• COMMUNICATION & COMMUNITY ENGAGEMENT

Communication & Community Engagement	Actions To Achieve Results	Expected Completion Date
<p style="text-align: center;">OUTCOMES/MEASURES OF ACHIEVEMENT</p> <p>New protocol for community/public input and engagement at Council meetings in place</p> <p>Communication protocol for interaction between CAO, staff & Council formalized</p> <p>Communication strategy in place for engaging the public on key issues on an ongoing basis including the use of social media</p> <p>Implementation and monitoring of communication strategy</p>	1. Procedures for Community input & engagement at Council meetings written into updated Council Procedure bylaw	By September of 2023
	2. Write and adopt internal communications protocols	By October of 2023
	3. Write, approve, implement and monitor communications strategy including social media presence	By October of 2024
	4. Hold townhall meetings to engage with citizens on topics of interest and to provide community updates	Starting in 2023

Strategic Priorities - Looking Forward

• OPERATIONAL PRIORITIES & STRATEGIES

Human Resources Planning	Actions To Achieve Results	Expected Completion Date
<p>OUTCOMES/MEASURES OF ACHIEVEMENT</p> <p>Clear human resources plan for staff resource needs in short, medium & long-term</p> <p>Plan and terms for engaging external resources (consultants & contractors) to supplement staff</p> <p>Implementation of human resource plan including budgeting for resources as approved</p>	1. Council report and recommendations on staff resources	By September 2023
	2. Council report on consulting resources and recommendations including engineering, finance planning, information technology, etc.	By September 2023
	3. Implementation of Human Resources plan including budgeting approved resources & undertaking request for proposals (RFPs) for outside resources as needed	By March 2024

Information Systems & Technology	Actions To Achieve Results	Expected Completion Date
<p>OUTCOMES/MEASURES OF ACHIEVEMENT</p> <p>Secure and stable information systems with protection from threats</p> <p>E-commerce capability up and running</p> <p>Budget for IT system replacements and improvements including hardware and software</p> <p>Plan for content and maintenance of Village website</p> <p>Document management system options reviewed and recommendations provided</p>	1. Develop and implement staff training programs to make best use of existing programs and technology	By October of 2023 & ongoing
	2. Implement e-commerce capabilities for payments, look ups, email responses, etc.	By May of 2024
	3. Review of website content and maintenance and plan for future use	By June of 2024
	4. Conduct system review with IT provider to ensure maximum protection for Village system	By March of 2024
	5. Create longer term budgets for IT hardware and software replacements	By September of 2024
	6. Complete review of document management system options and provide recommendations	By September of 2024

RCMP YEAR IN REVIEW

Village of Belcarra 2022

Police Service Levels

Police calls for service in 2022 were down approximately 28% from 2021. The most noticeable decrease was in reported property crime which was very nearly zero for the year. Assaults returned to normal historical levels. There was an increase in collisions up to 6 for the year, but an analysis shows no particular cause or trend. Belcarra is one of the safest communities in BC.

Total calls for service in 2022 were 79 compared with 110 in 2021.



Property Offences

	2021	2022
Break and Enter – Res/Bus/Oth	0	1
Theft From Auto	0	0
Theft – Veh & Other	4	0
Mischief Offences	1	0
Fraud	3	0

Person Offences

	2021	2022
Assault – all levels	0	4
Utter Threats/Harassing Behaviour	2	1

Other Criminal Offences

	2021	2022
Causing A Disturbance	4	3
Other	2	1

Traffic Calls for Service

	2021	2022
Collisions	1	6
Driving Complaints	4	2

Other Calls for Service

	2021	2022
Bylaw – Noise and Other	7	2
Suspicious Per/Veh/Circumstance	9	5
Mental Health Act	1	3

Sasamat Volunteer Fire Department (SVFD) 2022 Call-out Statistics

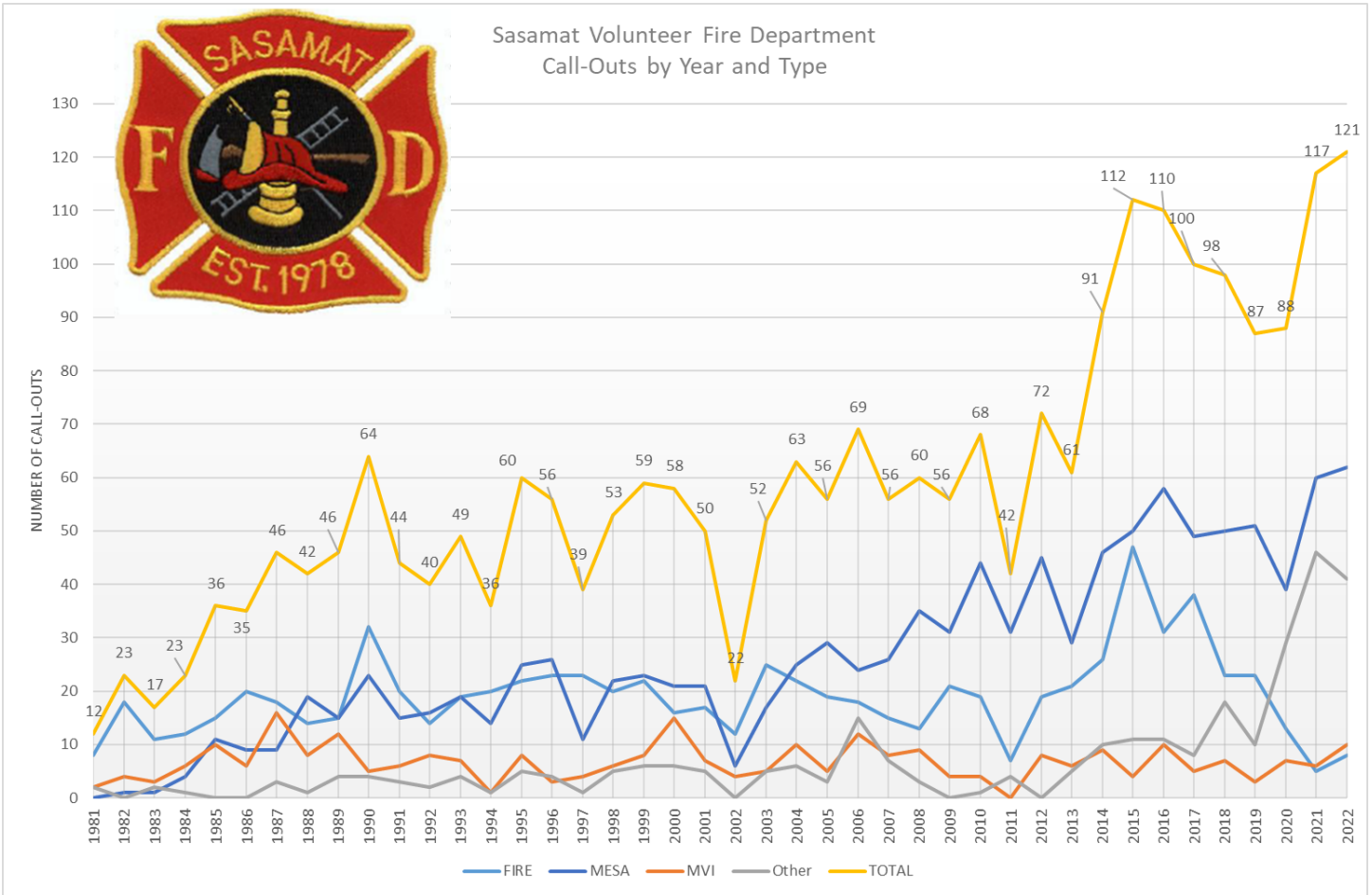


2022 SVFD CALL-OUT STATISTICS

The **SVFD** call-outs during 2022:

- **Total Call-Outs** amounted to 121 during **2022**, distributed as follows:
 - Anmore Village 90 (74%)
 - Belcarra Village 31 (26%)
- **Fire Calls (FIRE)** accounted for **8** call-outs (**7%**):
 - Anmore Village 8 (100%)
 - Belcarra Village 0 (0%)
- **Medical Emergencies (MESA)** accounted for **62** call-outs (**51%**):
 - Anmore Village 49 (79%)
 - Belcarra Village 13 (21%)
- **Motor Vehicle Incidents (MVI)** accounted for **10** call-outs (**8%**):
 - Anmore Village 4 (40%)
 - Belcarra Village 6 (60%)
- **Power Lines** accounted for **6** call-outs (**5%**):
 - Anmore Village 3 (50%)
 - Belcarra Village 3 (50%)
- **Alarms** accounted for **29** call-outs (**24%**):
 - Anmore Village 22 (76%)
 - Belcarra Village 7 (24%)
- **Burning Complaints** accounted for **2** call-outs (**2%**):
 - Anmore Village 1 (50%)
 - Belcarra Village 1 (50%)
- **Gas Leak** accounted for **1** call-outs (**1%**):
 - Anmore Village 1 (100%)
 - Belcarra Village 0 (0%)
- **Other (Misc.)** accounted for **3** call-outs (**2%**):
 - Anmore Village 2 (67%)
 - Belcarra Village 1 (33%)

Sasamat Volunteer Fire Department 2022 Call-out Statistics



2022 Audited Financial Statements

Financial Statements of

VILLAGE OF BELCARRA

And Independent Auditor's Report thereon

Year ended December 31, 2022


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 Village 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, 2022, and the results of 2022 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 Village Council at the end of the 2nd, 3rd and 4th quarters, and as required.



Mayor



Chief Administrative Officer



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

INDEPENDENT AUDITOR'S REPORT

To the 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, 2022
- 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, 2022, 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 "***Auditor's Responsibilities for the Audit of the Financial Statements***" section of our auditor's 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.

Auditor's 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 auditor's 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 the 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 auditor's 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 auditor's report. However, future events or conditions may cause the 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 11, 2023

VILLAGE OF BELCARRA

Statement of Financial Position

December 31, 2022, with comparative information for 2021

	2022	2021
Financial assets:		
Cash	\$ 2,047,060	\$ 1,722,908
Investments (note 2)	1,051,518	1,026,138
Receivables (note 3)	94,577	129,739
MFA debt reserve deposit (note 7)	57,631	56,371
	<u>3,250,786</u>	<u>2,935,156</u>
Liabilities:		
Accounts payable and accrued liabilities (note 4)	108,408	134,275
Performance bonds and refundable deposits (note 5)	258,734	215,180
Deferred revenue (note 6)	318,608	234,500
Debt (note 7)	3,150,134	3,301,843
Employee future benefit (note 12)	13,000	13,700
	<u>3,848,884</u>	<u>3,899,498</u>
Net debt	(598,098)	(964,342)
Non-financial assets:		
Tangible capital assets (note 8)	10,505,991	10,561,205
Prepaid expenses	13,268	13,645
Inventories held-for-consumption	25,519	5,873
	<u>10,544,778</u>	<u>10,580,723</u>
Accumulated surplus (note 9)	\$ 9,946,680	\$ 9,616,381

Commitments and contingencies (note 10)
Contractual rights (note 15)
Subsequent event (note 18)

See accompanying notes to financial statements.



Paula Richardson
Chief Administrative Officer

VILLAGE OF BELCARRA

Statement of Operations

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget (notes 1(i) and 16)	2022	2021
Revenue:			
Taxation (including grants in lieu)	\$ 1,220,769	\$ 1,219,691	\$ 1,172,197
Sales of services and regulatory fees	597,329	650,720	544,199
Government transfers	748,094	551,651	556,342
Investment income	32,324	69,426	31,018
Actuarial income	45,144	45,064	40,714
Other revenues	11,346	15,562	9,808
	<u>2,655,006</u>	<u>2,552,114</u>	<u>2,354,278</u>
Expenses:			
General government and fiscal services	318,286	248,756	284,290
Administration and human resources	276,540	309,032	298,380
Information technology	40,592	62,302	63,540
Support services (engineering, finance and planning)	276,615	220,172	190,123
Building inspection and bylaw enforcement	72,896	89,650	95,866
Public works and transportation	319,596	362,748	332,697
Major road network (MRN)	143,740	119,320	86,740
Fire and emergency services	57,928	9,755	41,263
Waste and recycle depot (WARD)	166,141	167,586	154,322
Water system	602,862	632,494	591,869
	<u>2,275,196</u>	<u>2,221,815</u>	<u>2,139,090</u>
Annual surplus	379,810	330,299	215,188
Accumulated surplus, beginning of year	9,616,381	9,616,381	9,401,193
Accumulated surplus, end of year	<u>\$ 9,996,191</u>	<u>\$ 9,946,680</u>	<u>\$ 9,616,381</u>

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Statement of Changes in Net Debt

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget (notes 1(i) and 16)	2022	2021
Annual surplus	\$ 379,810	\$ 330,299	\$ 215,188
Acquisition of tangible capital assets	(641,833)	(248,242)	(98,590)
Amortization of tangible capital assets	337,451	303,456	304,665
Loss on disposal of tangible capital assets	-	-	3,000
Write-off of capital work-in-progress	-	-	34,012
	(304,382)	55,214	243,087
Prepaid expenses consumed	-	377	277
Inventories held-for-consumption consumed (acquired)	-	(19,646)	7,476
	-	(19,269)	7,753
Change in net debt	75,428	366,244	466,028
Net debt, beginning of year	(964,342)	(964,342)	(1,430,370)
Net debt, end of year	\$ (888,914)	\$ (598,098)	\$ (964,342)

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Statement of Cash Flows

Year ended December 31, 2022, with comparative information for 2021

	2022	2021
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 330,299	\$ 215,188
Items not involving cash:		
Amortization of tangible capital assets	303,456	304,665
Loss on disposal of tangible capital assets	-	3,000
Write-off of capital work-in-progress	-	34,012
Actuarial income on debt	(45,064)	(40,714)
	588,691	516,151
Changes in non-cash operating working capital:		
Receivables	35,162	(73,487)
MFA debt reserve deposit	(1,260)	(942)
Accounts payable and accrued liabilities	(25,867)	37,465
Performance bonds and refundable deposits	43,554	2,885
Deferred revenue	84,108	44,700
Employee future benefit	(700)	(300)
Prepaid expenses	377	277
Inventories held-for-consumption	(19,646)	7,476
	704,419	534,225
Financing activity:		
Principal payments on debt	(106,645)	(106,645)
Investing activity:		
Purchase of investments	(25,380)	(20,716)
Capital activity:		
Acquisition of tangible capital assets	(248,242)	(98,590)
Increase in cash	324,152	308,274
Cash, beginning of year	1,722,908	1,414,634
Cash, end of year	\$ 2,047,060	\$ 1,722,908

See accompanying notes to financial statements.

VILLAGE OF BELCARRA

Notes to Financial Statements

Year ended December 31, 2022

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 receivables. 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, 2022

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, 2022

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 and are 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 2022 component of the Village of Belcarra 5-Year (2022 – 2026) Financial Plan Bylaw No. 594, 2021, adopted by Village Council on January 24, 2022.

(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. 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 PSAB standard. The Village has provided definitions of segments as well as presented financial information in segmented format (note 17).

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2022

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:

	2022	2021
MFA short-term bond fund	\$ 1,051,518	\$ 1,026,138

The market value of investments as at December 31, 2022 is \$986,049 (2021 - \$1,020,195).

3. Receivables:

	2022	2021
Municipal property taxes and user fees	\$ 1,855	\$ 16,899
Accounts receivable	30,119	10,349
Grants receivable	39,699	77,863
Goods and services tax	22,904	24,628
	\$ 94,577	\$ 129,739

4. Accounts payable and accrued liabilities:

	2022	2021
Trade accounts payables and accruals	\$ 51,243	\$ 68,964
MFA debt interest expense accrual	36,300	31,053
Payroll accrual	20,865	34,258
	\$ 108,408	\$ 134,275

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2022

5. Performance bonds and refundable deposits:

	2022	2021
Performance bonds	\$ 253,410	\$ 209,856
Refundable deposits	5,324	5,324
	<u>\$ 258,734</u>	<u>\$ 215,180</u>

6. Deferred revenue:

	Balance, beginning of year	Contributions received	Restricted interest income	Revenue recognized	Balance, end of year
Municipal Insurance Association	\$ 328	\$ -	\$ -	\$ -	\$ 328
Climate change action plan grant (a)	-	45,082	-	-	45,082
Major road network grant (b)	102,171	128,094	3,121	(119,320)	114,065
Property taxes paid in advance (c)	132,001	288,734	1,633	(263,236)	159,133
	<u>\$ 234,500</u>	<u>\$ 461,910</u>	<u>\$ 4,754</u>	<u>\$ (382,556)</u>	<u>\$ 318,608</u>

(a) Climate change action plan grant:

In 2022, the Village received a grant from the Province of British Columbia (the "Province") to fund implementation of climate action that will reduce emissions, create new opportunities for people in the clean economy and prepare the community for future climate impacts. The grant is carried forward for use in future years.

(b) 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.

(c) 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 the following year.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2022

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 managed by MFA are netted against related debts. Details are as follows:

Bylaw number	Maturity date	Interest rate	Authorized	Principal payments and actuarial adjustments	2022	2021
413	2037	3.39%	\$ 4,441,330	\$ 1,291,196	\$ 3,150,134	\$ 3,301,843

Total interest expense on the debt for the year was \$128,799 (2021 - \$128,799).

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

	2022	2021
Debt reserve deposit	\$ 57,631	\$ 56,371
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:

2023	\$ 163,816
2024	169,549
2025	175,484
2026	181,626
2027	187,982
Future years	2,271,677
	<u>\$ 3,150,134</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, 2022 and 2021.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2022

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	2022 Total	2021 Total
Cost:											
Opening balance	\$ 329,318	\$ 520,905	\$ 401,971	\$ 168,241	\$ 157,190	\$ 2,724,710	\$ 352,146	\$ 9,697,165	\$ -	\$ 14,351,646	\$ 14,312,427
Add: Additions, net of transfers	-	-	26,309	8,486	-	155,012	-	33,244	25,191	248,242	98,590
Less: Disposals	-	-	(6,900)	-	-	-	-	-	-	(6,900)	(25,359)
Less: Write-off of work-in-progress	-	-	-	-	-	-	-	-	-	-	(34,012)
	329,318	520,905	421,380	176,727	157,190	2,879,722	352,146	9,730,409	25,191	14,592,988	14,351,646
Accumulated amortization:											
Opening balance	-	256,841	244,851	117,573	92,669	1,105,599	309,900	1,663,008	-	3,790,441	3,508,135
Add: Amortization	-	21,653	22,077	14,315	7,242	78,895	2,513	156,761	-	303,456	304,665
Less: Accumulated amortization on disposals	-	-	(6,900)	-	-	-	-	-	-	(6,900)	(22,359)
	-	278,494	260,028	131,888	99,911	1,184,494	312,413	1,819,769	-	4,086,997	3,790,441
Net book value, end of year	\$ 329,318	\$ 242,411	\$ 161,352	\$ 44,839	\$ 57,279	\$ 1,695,228	\$ 39,733	\$ 7,910,640	\$ 25,191	\$ 10,505,991	\$ 10,561,205

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2022

9. Accumulated surplus:

	2022	2021	Increase (decrease)
Unrestricted operating surplus:			
General operating surplus	\$ 262,641	\$ 260,735	\$ 1,906
Waste and recycle depot (WARD) operating surplus	28,814	34,987	(6,173)
Water operating surplus	86,651	76,234	10,417
Total unrestricted operating surplus (a)	378,106	371,956	6,150
Restricted operating surplus:			
General operating surplus (Unutilized COVID-19 Safe Restart Grant) (b)	12,666	31,276	(18,610)
Statutory reserve funds:			
General capital	1,002,939	704,610	298,329
Financial stabilization	68,870	78,025	(9,155)
Transportation infrastructure	373,090	244,182	128,908
Vehicles and equipment	95,811	73,370	22,441
Water capital	150,339	203,664	(53,325)
Community works gas tax	407,046	566,940	(159,894)
MFA cash deposit	57,631	56,371	1,260
Water debt repayment	18,806	20,752	(1,946)
Total statutory reserve funds (c)	2,174,532	1,947,914	226,618
Investment in tangible capital assets:			
Tangible capital assets	10,505,991	10,561,205	(55,214)
Less debt	(3,150,134)	(3,301,843)	151,709
Total investment in tangible capital assets (d)	7,355,857	7,259,362	96,495
Inventories held-for-consumption (d)	25,519	5,873	19,646
Total accumulated surplus	\$ 9,946,680	\$ 9,616,381	\$ 330,299

(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 Village Council, to the extent that it is available.

(b) Restricted surplus:

Restricted surplus is the unutilized COVID Restart Grant funds that will be used in 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, 2022

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 with future revenues.

10. Commitments and contingencies:

(a) Contingent liability:

The loan agreements with the Greater 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 trusteed 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, 2021, the plan has about 227,000 active members and approximately 118,000 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, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2024, with results available in 2025.

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2022

11. Pension plan (continued):

The Village paid \$26,390 (2021 - \$20,507) for employer contributions to the plan in 2022. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

12. Employee future benefits:

The Village provides certain post-employment benefits, compensated absences, and termination benefits to its employees. These benefits include accumulated non-vested sick leave.

	2022	2021
Accrued benefit obligation, beginning of year	\$ 15,300	\$ 14,000
Current service cost	2,600	2,600
Interest cost	300	400
Benefits paid	(3,600)	(1,700)
Amortization of actuarial loss	(200)	-
Accrued benefit obligation, end of year	14,400	15,300
Unamortized actuarial loss	(1,400)	(1,600)
Accrued benefit liability, end of year	\$ 13,000	\$ 13,700

Actuarial gains and losses are amortized over the expected average remaining service period of the related employee group commencing the year after the gain or loss arises. A full update to the actuarial valuation of the accrued benefit liability was performed to determine the Village's accrued benefit obligation as at December 31, 2021.

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

	2022	2021
Discount rate	2.4%	2.4%
Expected wage and salary range increases	2.5%	2.5%
Expected average remaining service period	17 years	10 years

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2022

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:

	2022	2021
Province of British Columbia - school tax	\$ 1,007,547	\$ 886,227
TransLink	165,930	155,999
Metro Vancouver Regional District	299,720	233,875
Police tax	87,569	88,585
BC Assessment and MFA	26,031	25,111
	<u>\$ 1,586,797</u>	<u>\$ 1,389,797</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, 2022

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.

	2022 Budget	2022	2021
Annual surplus, statement of operations	\$ 379,810	\$ 330,299	\$ 215,188
Adjustments for non-cash items:			
Add: Amortization of tangible capital asset	337,451	303,456	304,665
Add: Loss on disposal of tangible capital assets	-	-	3,000
Add: Changes in inventories held-for-consumption	-	2,136	7,475
Deduct: MFA actuarial interest	(45,144)	(45,064)	(40,714)
Adjustments for cash items that are not revenues or expenses, but are sources or uses of funds:			
Less: capital expenditures	(641,833)	(248,242)	(98,590)
Less: inventories held-for-consumption acquired	-	(21,782)	-
Less: debt principal repayment	(106,645)	(106,645)	(106,645)
Net transfers for operating or capital purposes:			
To reserves	96,221	(226,617)	(411,556)
From surplus	6,301	25,807	161,196
To surplus (annual surplus)	(26,161)	(13,348)	(34,019)
	\$ -	\$ -	\$ -

17. 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 services are as follows:

General Government and Fiscal Services

This segment is comprised of services that relate to Village 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, 2022

17. 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, 2022

17. 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	Carried forward
Revenue:							
Taxation (including grants in lieu)	\$ 987,040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 987,040
Sales of services and regulatory fees	10,440	-	-	-	132,513	790	143,743
Government transfers	432,331	-	-	-	-	-	432,331
Investment income	59,801	-	-	-	-	-	59,801
Actuarial income	-	-	-	-	-	-	-
Other revenues	15,562	-	-	-	-	-	15,562
	1,505,174				132,513	790	1,638,477
Expenses:							
Indemnities, salaries, and benefits	71,561	301,284	-	-	98,586	202,979	674,410
Contracted services	95,289	70,447	57,255	244,635	8,009	-	475,635
Supplies and materials	103,768	10,203	-	-	3,070	96,660	213,701
Grants	2,713	-	-	-	-	-	2,713
Interest and other	2,257	-	-	-	-	-	2,257
Amortization	21,653	-	14,315	-	-	103,485	139,453
Cost recoveries	(48,485)	(72,902)	(9,268)	(24,463)	(20,015)	(40,376)	(215,509)
	248,756	309,032	62,302	220,172	89,650	362,748	1,292,660
Annual surplus (deficit)	\$ 1,256,418	\$ (309,032)	\$ (62,302)	\$ (220,172)	\$ 42,863	\$ (361,958)	\$ 345,817

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2022

17. Segment reporting (continued):

	Brought forward	Major road network (MRN)	Fire and emergency services	Waste and recycle depot (WARD)	Water system	2022	2021
Revenue:							
Taxation (including grants in lieu)	\$ 987,040	\$ -	\$ -	\$ -	\$ 232,651	\$ 1,219,691	\$ 1,172,197
Sales of services and regulatory fees	143,743	-	-	153,147	353,830	650,720	544,199
Government transfers	432,331	119,320	-	-	-	551,651	556,342
Investment income	59,801	-	-	1,025	8,600	69,426	31,018
Actuarial income	-	-	-	-	45,064	45,064	40,714
Other revenues	15,562	-	-	-	-	15,562	9,808
	1,638,477	119,320	-	154,172	640,145	2,552,114	2,354,278
Expenses:							
Indemnities, salaries, and benefits	674,410	49,729	-	22,858	55,898	802,895	788,413
Contracted services	475,635	-	-	73,777	97,801	647,213	574,921
Supplies and materials	213,701	27,997	12,056	4,827	70,655	329,236	290,658
Grants	2,713	-	-	-	-	2,713	2,925
Interest and other	2,257	-	-	-	134,045	136,302	177,508
Amortization	139,453	-	-	7,242	156,761	303,456	304,665
Cost recoveries	(215,509)	41,594	(2,301)	58,882	117,334	-	-
	1,292,660	119,320	9,755	167,586	632,494	2,221,815	2,139,090
Annual surplus (deficit)	\$ 345,817	\$ -	\$ (9,755)	\$ (13,414)	\$ 7,651	\$ 330,299	\$ 215,188

VILLAGE OF BELCARRA

Notes to Financial Statements (continued)

Year ended December 31, 2022

18. Subsequent event:

Subsequent to year-end, the Province publicly announced the Growing Communities Fund that will provide local governments in the province with one-time funding to address the needs of their growing communities. The Village has received \$759,000 under this program which will be spent in accordance with the guidelines provided by the Province.

VILLAGE OF BELCARRA

Scheduled to Financial Statements (unaudited)

Year ended December 31, 2022

COVID-19 Safe Restart Grant:

	Total
Balance, December 31, 2021	\$ 31,276
Utilized during 2022:	
Emergency planning and response costs	(11,953)
Computer and other electronics technology costs	(6,657)
	(18,610)
Balance, December 31, 2022	\$ 12,666
