



**VILLAGE OF BELCARRA
REGULAR COUNCIL MEETING AGENDA
Village Hall
April 22, 2024
7:00 PM**



*This meeting is live streamed and recorded by the Village of Belcarra
To view the meeting click: [Village of Belcarra - YouTube](#)*

Note: This agenda is also posted on the Village's website at www.belcarra.ca

The purpose of a Council meeting is to enact powers given to Council by using bylaws or resolutions. This is the venue for debate of issues before voting on a bylaw or resolution.

We wish to acknowledge that this meeting is taking place on the unceded territory of the Coast Salish Peoples. Tum-Tumay-Whueton, or Belcarra, is home to an ancestral village of the Tsleil-Waututh Nation. We are thankful to conduct our work within their territory.

COUNCIL

Mayor Jamie Ross
Councillor Carolina Clark
Councillor Joe Elworthy
Councillor Janet Ruzycki
Councillor Liisa Wilder

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. ADOPTION OF MINUTES**
- 3.1 Regular Council Meeting, April 2, 2024**

Recommendation:

That the minutes from the Regular Council Meeting held April 2, 2024 be adopted.

- 3.2 Report of the Public Hearing of April 8, 2024**

Recommendation:

That the report of the Public Hearing of April 8, 2024 be adopted.

- 4. PUBLIC INPUT (15 minutes)**

A period of fifteen (15) minutes will be made available on each Regular Council Meeting Agenda for members of the public to make submissions to Council. Any person wishing to speak during Public Input Period must so indicate by raising their hand. Each person will be permitted 2 minutes to comment on items presented on the agenda. A second opportunity to speak is permitted when all other interested parties have had an opportunity to provide their comments. Comments must be directed to the Chair of the meeting and not to individual members of Council. Public Input Period is a venue for submissions in the form of statements. Questions can be directed to Question Period at the end of the agenda.

5. DELEGATIONS

- 5.1** Village of Belcarra Emergency and Disaster Management Review and Recommendations
- Presentation by Leon Gaber, Executive Director – Public Sector Advisory; National Lead – Critical Infrastructure Resilience & Emergency Management Practice, KPMG

6. ITEMS ON CONSENT AGENDA

Council may adopt in one motion all recommendations appearing on the Consent Agenda, or prior to the question on the vote, any Council member may request that an item be removed from the Consent Agenda and placed in Section 7 for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

6.1 Correspondence

- 6.1.1** Randy Manhas, Secretary-Treasurer/CFO, School District No. 43 (Coquitlam), letter dated April 12, 2024 providing information on an amendment to Capital Bylaw No. 3, Amendment Bylaw No. 2.3 – 2024 (School Site Acquisition Charge Capital Bylaw Amendment)

6.2 Reports

No items

6.3 Recommendation to Receive Items on Consent

That the items on the Consent Agenda of the April 22, 2024 Village of Belcarra Regular Council Meeting be received into the record.

7. ITEMS REMOVED FROM THE CONSENT AGENDA

8. CORRESPONDENCE/PROCLAMATIONS (ACTION ITEMS)

- 8.1** Randy Manhas, Secretary-Treasurer/CFO, School District No. 43 – Coquitlam, letter dated April 12, 2024 regarding the resolution passed by the Board of Education pertaining to the District's 2025-26 Eligible Schools Sites

Recommendation:

That the School District No. 43 (Coquitlam) Board resolution for proposed eligible school site requirements be accepted.

9. UNFINISHED BUSINESS

No items

10. STAFF REPORTS

- 10.1** Stewart Novak, Public Works and Emergency Preparedness Coordinator, staff report dated April 22, 2024 regarding Emergency Management Planning

Recommendation:

That staff exploration of opportunities of multijurisdictional emergency management planning and response with neighbouring municipalities be supported.

- 10.2** Ken Bjorgaard, Financial Consultant, staff report dated April 22, 2024 regarding the 2024 Tax Rates Bylaw & Sample 2024 Tax Notice

Recommendation:

That Village of Belcarra 2024 Tax Rates Bylaw No. 625, 2024 be read a first, second and third time.

- 10.3** Paula Richardson, Chief Administrative Officer and Phil Chapman, Chapman Planning & Consultant, staff report dated April 22, 2024 regarding Village of Belcarra Official Community Plan Bylaw No. 621, 2024

Recommendation:

1. That the consultation requirements under Section 475 of the *Local Government Act* in relation to the Village of Belcarra Official Community Plan Bylaw No. 621, 2024 have been considered specifically with:
 - i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
 - ii. The Board of any Regional District that is adjacent to the area covered by the plan;
 - iii. The Council of any municipality that is adjacent to the area covered by the plan;
 - iv. First Nations;
 - v. Boards of Education, Greater Boards and Improvements Districts Board; and
 - vi. The Provincial and Federal Governments and their agencies; and
2. That extensive consultation with all affected parties during the two years of preparation of the draft Official Community Plan Bylaw No. 621, 2024 is sufficient for the purpose of consultation under Section 475 of the *Local Government Act*; and
3. That Village of Belcarra Official Community Plan Bylaw No. 621, 2024 be considered in conjunction with the Village of Belcarra Financial Plan and Waste Management Plan; and
4. That it be confirmed that Village of Belcarra Official Community Plan Bylaw No. 621, 2024 is consistent with the Village of Belcarra Financial Plan and Waste Management Plan; and further
5. That Village of Belcarra Official Community Plan Bylaw No. 621, 2024 be read a second and third time.

- 10.4** Ken Bjorgaard, Financial Consultant, report dated April 22, 2024 regarding the status of Strategic Priorities Work Plan Initiatives as at March 31, 2024

Recommendation:

That the report dated April 22, 2024 titled “Status of Strategic Priorities Work Plan Initiatives as at March 31, 2024 be received into the record as information.

- 10.5** Paula Richardson, Chief Administrative Officer, report dated April 22, 2024 regarding quarterly updates on administrative and public works operational priorities and progress for the quarter ending March 31, 2024

Recommendation:

That the report dated April 22, 2024 titled “Quarterly Department Reports – For Quarter ending March 21, 2023” be received into the record for information.

11. BYLAWS

No items

12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

No items

13. MAYOR AND COUNCILLOR REPORTS

Mayor Ross attended the following events:

- Metro Vancouver Treaty Day 2024 – April 3
- TransLink Mayors' Council Media Event with Minister Fleming 2024 Transit Funding Announcement – April 17
- Village of Belcarra Volunteer Recognition Evening – April 18

13.1. CHIEF ADMINISTRATIVE OFFICER REPORT

15. OTHER MATTERS DEEMED EXPEDIENT

16. NOTICES OF MOTIONS AND MATTERS FOR INTRODUCTION AT FUTURE MEETINGS

17. PUBLIC QUESTION PERIOD

The public is invited to ask questions of Council regarding any item pertaining to Village business. A person wishing to make a submission will be limited to two (2) minutes and the submission must be in the form of a question. A second opportunity to ask a follow up or new question is permitted if no one else is waiting to participate. Questions, including follow up questions, must be directed to the Chair of the meeting and not to individual members of Council or staff. If a question(s) to staff arises during Public Question Period, the question(s) must be addressed to the Chair and the Chair can request clarification from staff.

The total session is limited to 20 minutes and will be completed by 11:00 pm unless extended with approval of Council through an affirmative vote.

18. ADJOURNMENT



**VILLAGE OF BELCARRA
REGULAR COUNCIL MEETING MINUTES
April 2, 2024**



This meeting was held in Council Chambers and live streamed at
[Village of Belcarra - YouTube](#)

Council in Attendance

Mayor Jamie Ross
Councillor Carolina Clark
Councillor Joe Elworthy
Councillor Janet Ruzycki
Councillor Liisa Wilder

Staff in Attendance

Paula Richardson, Chief Administrative Officer
Stewart Novak, Public Works & Emergency Preparedness Coordinator
Amanda Seibert, Corporate Officer/Recording Secretary
Jane Dreier, Clerk

Others in Attendance

Ken Bjorgaard, Financial Consultant
Asifa Hirji, CPA, CA, Lead Engagement Partner, KPMG LLP (participated via Zoom)
Anita Teye, ACCA, Senior Accountant, KPMG LLP (participated via Zoom)
Laura Beveridge, Planning Consultant, Pooni Group
Anika Bursey, Planning Consultant, Pooni Group

We wish to acknowledge that this meeting took place on the unceded territory of the Coast Salish peoples. Tum-Tumay-Whueton, or Belcarra, is home to an ancestral village of the Tsleil-Waututh Nation. We are thankful to conduct our work within their territory.

1. CALL TO ORDER

Mayor Ross called the meeting to order at 6:59 pm

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, April 2, 2024

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the agenda for the Regular Council Meeting of April 2, 2024, 2024 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Special Council Meeting, March 11, 2024

Moved by: Councillor Ruzycki
Seconded by: Councillor Elworthy

That the minutes from the Special Council Meeting held on March 11, 2024 be adopted.

CARRIED

3.2 Regular Council Meeting, March 11, 2024

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That the minutes from the Regular Council Meeting held on March 11, 2024 be adopted.

CARRIED

4. PUBLIC INPUT

Mayor Ross called for speakers three times. There were no speakers.

5. DELEGATIONS AND PRESENTATIONS

5.1 Asifa Hirji, CPA, CA, Lead Engagement Partner and Anita Teye, ACCA, Senior Accountant, KPMG LLP, audit findings report for the Village of Belcarra for the year ended December 31, 2023.

Ms. Hirji gave a presentation providing an overview of the audit findings report for the year ended December 31, 2023. She highlighted the scope of the work, on the status of the audit and risk assessment carried out. She thanked staff for the work done in conjunction with the auditors to meet required deadlines. auditors and staff to meet the required deadlines. She reported that the Village received a clean audit opinion.

Discussion on the audit process ensued and the auditor responded to questions from Council.

Moved by: Councillor Clark
Seconded by: Councillor Elworthy

That the Village of Belcarra 2023 Audit Findings Report by KPMG LLP for the year ended December 31, 2023 be received into the record for information.

CARRIED

5.2 Ken Bjorgaard, Financial Consultant, report dated April 2, 2024 regarding Village of Belcarra 2023 Financial Statements

The Financial Consultant reviewed the report and the attached 2023 Financial Statements. He provided highlights of the Financial Statements including the draft audit opinion and reported that the Village of Belcarra is in a net asset position. He advised that Council is required to accept the Financial Statements as provided prior to the auditors issuing the 2023 Audit Report.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

1. **That the report from the Financial Consultant dated April 2, 2024 and titled “2023 Financial Statements” be received into the record for information; and**
2. **That the Village of Belcarra’s draft 2023 financial statements be accepted.**

CARRIED

6. ITEMS ON CONSENT AGENDA

6.1 Correspondence

6.1.1 Debra Struk, Belcarra resident, email dated March 6, 2024 regarding revenue generation for the Village of Belcarra.

6.1.2 Ralph Drew, Belcarra resident, email dated March 11, 2024 providing background information the municipal water metering system.

6.1.3 Randy Manhas, Secretary-Treasurer/CFO, School District No. 43 (Coquitlam), letter dated March 14, 2024 regarding a shift in timing for the Eligible School Sites Proposal Resolution for 2024 to align with appropriate Provincial legislation.

6.1.4 George V. Harvie, Chair, Metro Vancouver Board, letter dated March 21, 2024 regarding the Metro Vancouver Type 3 Amendment to Reflect Accepted Regional Context Statements and Correct Minor Errors. The full report can be viewed at the link below: [MVRD Board report dated January 23, 2024, titled “Metro 2050 Type 3 Proposed Amendment to Reflect Accepted Regional Context Statements and Correct Minor Errors \(pg. 139\)](#)

6.1.5 George V. Harvie, Chair, Metro Vancouver Board, letter dated March 21, 2024 regarding Metro 2050 proposed amendments to reflect the Electoral Area A Official Community Plan which applies to the majority of the rural and remote portions of the Electoral Area (excluding UBC, UEL, Bowyer Island, Passage Island, and First Nation reserve land). The full report can be viewed at the link below: [MVRD Board report dated January 20, 2024, titled “Metro 2050 Proposed Amendments to Reflect the Electoral Area A Official Community Plan” \(pg. 197\)](#)

6.2 Reports

No items.

6.3 Recommendation to Receive Items on Consent

Moved by: Councillor Elworthy
Seconded by: Councillor Ruzycki

That the items on the Consent Agenda of the April 2, 2024 Village of Belcarra Regular Council Meeting be received into the record.

Councillor Ruzycki requested that item 6.1.2 be removed from the consent agenda to allow for discussion.

With no other requests coming forward to remove items from the consent agenda, the Mayor called the question on the motion.

CARRIED

7. ITEMS REMOVED FROM THE CONSENT AGENDA

6.1.2 Ralph Drew, Belcarra resident, email dated March 11, 2024 providing background information the municipal water metering system.

Councillor Ruzycki advised that she asked for this item to be removed from the consent agenda as she would like to see the information provided included as part of an upcoming report on the municipal water metering system being provided in the Fall.

8. CORRESPONDENCE/PROCLAMATIONS (ACTION ITEMS)

8.1 Colin Richardson, Deputy Fire Chief, Sasamat Fire Department, letter dated March 17, 2024 requesting financial assistance for the Firefighter's Association to fund a catered dinner for Fire Department volunteers.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the Firefighter's Association be supported with financial assistance in the amount of \$500.00.

CARRIED

9. UNFINISHED BUSINESS

No items

10. STAFF REPORTS

10.1 Paula Richardson, Chief Administrative Officer and Anika Bursey, Planning Consultant, Pooni Group, report dated April 2, 2024 providing an update on road ends in the Village of the Belcarra.

The Chief Administrative Officer introduced the report and welcomed the planning consultants from Pooni Group to speak on the topic.

The Planning Consultant gave a presentation on road ends in the Village outlining the background and history of road ends and the work done to review all findings from previous reports provided to Council. She provided a map which indicated the location of each road end and outlined the encumbrances on each property. She identified the properties which could merit further exploration and outlined strategic plan and financial implications.

Moved by: Councillor Elworthy

Seconded by: Councillor Wilder

That staff be directed to determine the potential for the disposition of Road End No. 2, No. 10, No. 13, No. 20 and No. 21.

CARRIED

11. BYLAWS

- 11.1** Village of Belcarra 5-Year (2024 – 2028) Financial Plan Bylaw No. 623, 2024
A bylaw to establish the 5-Year Financial Plan for the years 2024 – 2028 inclusive

Moved by: Councillor Ruzycki

Seconded by: Councillor Wilder

That Village of Belcarra 5-Year (2024-2028) Financial Plan Bylaw No. 623, 2024 be adopted.

CARRIED

- 11.2** Village of Belcarra Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 624, 2024
A bylaw to amend fees and charges for services

Moved by: Councillor Elworthy

Seconded by: Councillor Ruzycki

That Village of Belcarra Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 624, 2024 be adopted.

CARRIED

- 11.3** Village of Belcarra Bylaw Notice Enforcement Bylaw No. 520, 2018 Amendment Bylaw No. 626, 2024

An amendment bylaw to add penalties for bylaw enforcement notices for water use during restrictions in conjunction with Village of Belcarra Bylaw Adjudication Registry.

Moved by: Councillor Elworthy

Seconded by: Councillor Ruzycki

That Village of Belcarra Bylaw Notice Enforcement Bylaw No. 520, 2018 Amendment Bylaw No. 626, 2024 be adopted.

CARRIED

Councillor Clark voted in opposition

12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

No items.

13. MAYOR AND COUNCILLOR REPORTS

Mayor Ross attended the following events:

- Metro Vancouver Mayors' Committee Meeting – March 14, 2024
- Sasamat Volunteer Fire Department Board of Trustees Meeting – March 14, 2024
- Metro Vancouver Board Meeting – March 22, 2024
- Mayors and Chairs Seasonal Hazard Update by Minister Bowinn Ma – March 27, 2024
- CRAB Easter Hunt and Pancake Breakfast – March 31, 2024
 - Thanks all the volunteers who made the event so enjoyable.

COUNCILLOR REPORTS

Councillor Ruzycki attended the CRAB Easter Egg Hunt on March 31. She thanked Councillor Wilder and Penny Moen as the CRAB representatives for the work done on the event.

Councillor Wilder helped organize and attended the CRAB Easter Egg Hunt. She thanked Penny Moen and Dayna Fitz and all the volunteers for their hard work and support.

Councillor Clark attended a Sasamat Volunteer Fire Department Board of Trustees Meeting on March 13, 2024 at the HUB in the Village of Anmore.

A question was asked whether recordings of the Board of Trustees meetings will be recorded and posted. The Chief Administrative Officer advised that recordings of the meetings will be placed on the Village website as well as the agenda packages for the meetings.

Councillor Elworthy will be attending a meeting of the Tri-Cities Food Security Committee.

13.1 CHIEF ADMINISTRATIVE OFFICER'S REPORT

The Chief Administrative Officer referred to comments made on social media pertaining to Village of Belcarra staff. She indicated that these types of comments are disheartening for staff and encouraged residents to connect with her should any questions or concerns arise. She also reminded residents that staff carries out their work plan as directed by Council.

14 OTHER MATTERS DEEMED EXPEDIENT

No items.

15. NOTICES OF MOTION AND MATTERS FOR INTRODUCTION AT FUTURE MEETINGS

No items.

16. PUBLIC QUESTION PERIOD

Sherry Chisholm, Belcarra resident, commented on the expense of fire halls, spoke on the importance of not going into debt and noted that the sale of a road end property would help offset any debt. She did not feel that persons parking on a road end should be able to lease property for \$100 per year.

Irene VanderSpek, Belcarra resident, requested clarification of section 41 of the *Community Charter* in that she feels the section dealing with access to water gives Council leeway in providing that access thereby allowing for the sale of the road end that are classified as waterfront property. She questioned why properties with the potential of being sold were required to be 66 ft. wide.

The Chief Administrative Officer advised that municipalities cannot work against sections of the *Community Charter* and that the *Land Title Act* dictates property size. She also advised that a follow up report will provide further detail on legislation.

Irene VanderSpek, Belcarra resident, asked whether other municipalities have dealt with the question relating to lake-based or ocean-based access properties. The Planning Consultant indicated this is a legal question and can be investigated to provide more clarity.

Jim Chisholm, Belcarra resident, spoke in favour of leasing the land for these properties and ask if the final report will offer solutions on how to make the road ends saleable.

John Snell, Belcarra resident, spoke on the loss of volunteers for the Fire Department and expressed concern that this will be a problem going forward.

Jim Chisholm, Belcarra resident, commented on maintaining the cost of a rental suite to a certain amount and suggested a tax deduction for property owners with suites to help keep costs down.

17. ADJOURNMENT

Moved by: Councillor Wilder
Seconded by: Councillor Elworthy

That the April 2, 2024 Regular Council Meeting be adjourned.

CARRIED

The meeting was adjourned at 8:40 pm

Certified Correct:

Jamie Ross
Mayor

Amanda Seibert
Corporate Officer



**VILLAGE OF BELCARRA
REPORT OF PUBLIC HEARING
VILLAGE HALL
April 8, 2024
6:00 pm**



This meeting was held in Council Chambers and live streamed at
[Village of Belcarra - YouTube](#)

Council in Attendance

Mayor Jamie Ross
Councillor Carolina Clark
Councillor Joe Elworthy
Councillor Janet Ruzycki
Councillor Liisa Wilder

Staff in Attendance

Paula Richardson, Chief Administrative Officer
Amanda Seibert, Corporate Officer/Recording Secretary
Jane Dreier, Clerk

Others in Attendance

Phil Chapman, Planning Consultant

We wish to acknowledge that this meeting is taking place on the unceded territory of the Coast Salish peoples. Tum-Tumay-Whueton, or Belcarra, is home to an ancestral village of the Tsleil-Waututh Nation. We are thankful to conduct our work within their territory.

1. CALL TO ORDER

Mayor Ross called the hearing to order at 6:00 pm and read the procedure and rules of order of the hearing as follows:

*This Public Hearing is being held pursuant to Section 464 of the Local Government Act to consider and receive submissions regarding the proposed **Village of Belcarra Official Community Plan (OCP) Bylaw No. 621, 2024.***

All persons present who believe that their interest in property is affected by the proposed bylaw will be given a reasonable opportunity to be heard, make representations, or to present written submissions respecting matters contained in the proposed bylaw. Please sign the Speakers' List if you wish to address Council in this regard.

The function of Council members during the Public Hearing is to listen to the views of the public. It is not the function of Council at this time to debate the merits of the proposed bylaw.

After the Public Hearing has concluded, Council may, without further notice, give whatever effect Council believes proper to representations made.

Opportunity to comment on the proposed bylaw will only be during the Public Hearing as members of Council are not permitted to receive further submissions after the Hearing is closed.

Written submissions received prior to the Public Hearing will be available on table so that everyone may examine these documents during the hearing.

To maintain order and to ensure everyone has a reasonable opportunity to be heard, the following rules of procedure have been established:

- a. A Speakers' List has been established. Anyone wishing to address the Public Hearing, is asked to place their name on the Speakers' list. Speakers who wish to speak on second and third call may add their name to the list at any time. If speakers are reading from prepared remarks, they are asked to leave a copy with the Corporate Officer.*
- b. Please commence remarks by stating your name and address. If speaking on behalf of another person or organization, please identify the name of the person or organization being represented.*
- c. Each speaker is requested to limit remarks to no more than 5 minutes, subject to adding their name to the Speakers' List again.*
- d. Any comments must be specifically related to the subject of the Bylaw and be directed to the Chairperson and the Public Hearing must not be obstructed in any way. It is requested that all speakers be civil, respectful of others and ensure that comments address the specific issue being considered.*
- e. After everyone on the Speakers' List has spoken once (at first call), speakers will be allowed supplementary comments, if they have added their name to the list again. You may not present a submission you have already made.*

Please observe these rules and if there are any concerns with the manner in which the Public Hearing is conducted, please direct all comments to the Chair.

The Chair will call for public input three separate times.

Mayor Ross advised that the bylaw will be considered further at the next Council meeting on April 22, 2023.

2. PUBLIC HEARING

Village of Belcarra Official Community Plan Bylaw No. 621, 2024

The Chief Administrative Officer stated the following:

- 2.1 The Public Hearing Notice appeared as a digital display ad in the Tri-City News from March 21 to March 31, 2024, a digital newsletter ad on March 21, 28 and April 3, 2024 and is pinned to the homepage of the Tri-City News under Public Notices. On March 21, 2024, the notice was added to the Village of Belcarra website, sent out via the resident/owner email notification service and mailed to residents through a mail drop service.
- 2.2 The report as provided to Council by the Chief Administrative Officer at the February 20, 2024 Regular Council Meeting establishing first reading of Bylaw No. 621, 2024 and forwarding the bylaw to Public Hearing is attached to the agenda package on the Village website.

The Chief Administrative Officer advised that as of the deadline of 4:00 pm on April 8, 2024 that 77 pieces of correspondence were received in response to proposed Official Community Plan Bylaw No. 621, 2024 and that responses were made available to the public. Other agencies were contacted, and no responses were received.

The Mayor called upon the Planning Consultation to present the item on the agenda.

Phil Chapman, Planning Consultant provided a PowerPoint presentation which included the following items:

- a definition of an Official Community Plan (OCP) and its requirements;
- an outline of new Provincial requirements relating to housing needs;
- highlights of how the OCP relates to other plans such as the Metro Vancouver 2050 Regional Growth Strategy
- Belcarra's Regional Context Statement;
- the Plan's development, review and status of the process;
- the Community vision and goals statement;
- nine key policy areas which include natural environment policies. hazard lands policies, climate change policies, mobility policies, municipal infrastructure policies, financial sustainability policies, housing, community and land use policies (with special study areas including Crown Land Parcel 48, Farrer Cove and the lands owned by the Evangelical Layman's Church), communication, collaboration and reconciliation policies and implementation policies.

He addressed the form letters received by the Village in regard to the addition of road ends to the OCP by advising that a motion was passed at an April 2, 2024 Council directing staff to determine the potential for the disposition of several identified road ends. He also advised that the absence of road ends policies in the OCP will not preclude the Village from creating a stand-alone policy in the future as per Council direction.

Mayor Ross called for speakers from the Public Hearing Speakers List for a first time.

Speakers on First Call

Ron Davies, Belcarra resident, spoke in favour of changes in lot sizes.

Zachary Kyra-Derksen, Belcarra resident, read from a prepared statement and provided the statement to the Corporate Officer. He advocated for a change in lot size for Farrer Cove properties from 1 acre to ½ acre. He expressed concern with the statements within the Official Community Plan which suggested that Metro Vancouver Parks is in charge of Belcarra planning. He also expressed concern with information provided by Metro Vancouver with respect to use of the road by commercial vehicles not being allowed, the restricted access for new homeowners to use the road and the impact on a potential sale of his property. Mr. Kyra-Derksen put forward that the building of a new road to Farrer Cove will be a long-term solution to current issues being faced by residents.

Cathy MacDonald, Belcarra resident, read from a prepared statement which was submitted as part of the Public Hearing correspondence package. She advocated for reduced lot sizes in the Belcarra Bay area, the Woodhaven subdivision and Farrer Cove. She expressed that these changes in property size will assist the Village with upcoming infrastructure projects, allow existing property owners to provide property for their children or to sell a part of their property to generate income.

Sy Rogers, Belcarra resident, read from a prepared statement and provided the statement to the Corporate Officer. He expressed concern with statements put forward by Metro Vancouver Parks pertaining to authorized use of the existing road through the park to Farrer Cove and spoke on the history of the use of the park road by Farrer Cove residents. He put forward that wording in the OCP pertaining to Metro Vancouver Park's representation of road access should revert back to what was stated in the 2022 OCP Draft and that further discussion on road access should be held.

Brian Hirsch, Belcarra resident, read from a prepared statement. He referred to page 5 of the OCP and its definition, a statement made at a February 20, 2024 meeting to address road ends as a separate policy and a follow-up report on road ends indicating that an investigation on the disposition of road ends was in progress. Mr. Hirsch urged Council to include a policy statement within the Official Community Plan which recognizes roads ends as an important component of land use.

Tony Spence, Belcarra resident, read from a prepared statement and provided the statement to the Corporate Officer. He echoed the concerns expressed by previous speakers that the draft OCP should be amended to allow subdivision of properties to one acre lots and that any reference to Metro Vancouver Parks limiting road access should be removed. He felt the Official Community Plan should not be finalized until Farrer Cove issued are resolved.

Elizabeth Mizener, Belcarra resident, reiterated concerns put forward by other property owners in Farrer Cove pertaining to permanent road access to properties and a change in lot size from one acre to ½ acre. She expressed that Metro Vancouver should not be involved in any policies for Farrer Cove in terms of subdivision.

Don Babineau, Belcarra resident, expressed concern with new agreements between the Vancouver Port Authority and those Belcarra residents who have docks. He advocated for the inclusion of docks in the Official Community Plan. He expressed that the study and sale of road ends should be included in the Official Community plan and not as an initiative outside of the OCP. Mr. Babineau questioned the process of the development of the Official Community Plan and expressed concern that the OCP Committee had not met since September of 2022 despite major changes to the document.

The Chief Administrative Officer clarified that the Official Community Plan Committee met in twice this past November 2023 to discuss changes to the Official Community Plan.

Mayor Ross called for speakers for a second time.

Speakers on Second Call

Nigel Terrett, Belcarra resident, spoke on a policy in the Official Community Plan referring to recruitment for the Fire Department. He expressed concern that persons cannot afford to live in Belcarra and that opportunities must be made to allow younger people to be housed at a less expensive rate. He pointed out the number of trees in Belcarra, the fire hazards and that currently there is only one road in and one road out of the Village.

Fraser MacDonald, Belcarra resident, referred to the potential building of duplexes and stratification and how that would apply to persons building another house on their property for family members. He felt that Official Community Plan could include a statement on this.

Ron Davis, Belcarra resident, expressed that a road from Farrer Cove to Belcarra should be a top priority to protect responding fire fighters. He spoke in favour of a road to Farrer Cove.

Deborah Struk, Belcarra resident, expressed concern with Metro Vancouver Parks involvement in Belcarra. She stated that Farrer Cove property owners should not have to fight to have road access to their properties and encouraged Council and staff to advocate for an access road.

Joe Weber, Belcarra resident, expressed concern that the Village has not been more aggressive in supporting Farrer Cove residents and their request for road access, the potential issue with docks and the contracts with the Port and the need to include road end sales in the Official Community Plan to aid in the financing of significant capital requirements in the future. He acknowledged a report presented to Council which recommended a separate policy for the sale of road ends, however, he advocated for having statements pertaining to the sale of road ends within the OCP as touchstones and reference points.

Don Babineau, Belcarra resident, echoed the previous speaker's comments and suggested the re-establishment of a revenue generation committee. He spoke on increasing density, supported an access road to Farrer Cove and the plans the Evangelical Layman's Church has for their property.

Mayor Ross called for speakers from the Public Hearing Speakers List for a third time.

Speakers on Third Call

Zachary Kyra-Derksen, Belcarra resident, spoke on the building bylaw and the aspects of that bylaw which conflict with Metro Vancouver Parks limited road access statement. He asked for clarification on the bylaw, particularly a section which advises that Farrer Cove is water access only and that access on the Metro Vancouver Parks road will not be permitted.

Debra Struk, Belcarra resident, suggested that lot sizes throughout the Village as well as Farrer Cove be reduced.

Ron Davis, Belcarra resident, spoke in favour of changes to lot size and the potential to bring in revenue for the Village.

Prior to the close of the public hearing the Corporate Officer advised that a written submission from Peter Struk was provided at the meeting speaking in favour of including the sale of surplus municipal land within the Official Community Plan.

There being no further comment, the Mayor declared the items dealt with.

3. CLOSURE AND ADJOURNMENT

Having given all those persons whose interests were deemed affected by the matters contained herein a chance to be heard, a motion is requested to close and adjourn the Public Hearing.

Moved by: Councillor Wilder
Seconded by: Councillor Ruzycki

That the Public Hearing regarding Village of Belcarra Official Community Plan Bylaw No. 621, 2024 be closed and be adjourned.

CARRIED

The meeting was adjourned at 7:33 pm

- **It was noted that members of Council are not permitted to receive further submissions once the Public Hearing is closed.**



550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-939-6758

Learning for a Lifetime

April 12, 2024

VIA EMAIL

Raul Allueva, City Manager
City of Coquitlam
managersoffice@coquitlam.ca

Karen Elrick, Chief Administrative Officer
Village of Anmore
karen.elrick@anmore.com

Anna Mathewson, City Manager
City of Port Moody
amathewson@portmoody.ca

Paula Richardson, Chief Administrative Officer
Village of Belcarra
prichardson@belcarra.ca

Rob Bremner, Chief Administrative Officer
City of Port Coquitlam
bremnerr@portcoquitlam.ca

Dear Chief Administrative Officers and City Managers:

**Re: Capital Bylaw No. 3, Amendment Bylaw No. 2.3 – 2024
(School Site Acquisition Charge Capital Bylaw Amendment)**

Please be advised that on April 9, 2024, the Board of Education adopted Capital Plan Bylaw No. 3, Amendment Bylaw No. 2.3 – 2024, which sets school site acquisition charge rates for School District No. 43 (Coquitlam). All municipalities within the district are required to begin collecting the charge based on the new rate as of June 8, 2024. Under this bylaw, the new rate is the same as the current rate.

For your reference, a bulletin outlining the amendment to the school site acquisition charge is provided for you to distribute to the public. A copy of the Capital Bylaw adopted by the Board of Education is also included for your reference.

Should you have any questions on the above, please contact me or Kimberley Wakil, Assistant Director, Finance, at 604-939-9201.

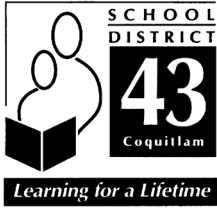
Yours truly,

SCHOOL DISTRICT NO. 43 (COQUITLAM)

Randy Manhas
Secretary-Treasurer/CFO

Attach: SSAC Bulletin; Bylaw No. 2.3-2024

cc: Nita Mikl, Assistant Secretary-Treasurer
Ivano Cecchini, Executive Director-Facilities and Planning Services
Kimberley Wakil, Assistant Director, Finance



SCHOOL DISTRICT NO. 43 (COQUITLAM)

BULLETIN

NOTICE OF PENDING AMENDMENT TO SCHOOL SITE ACQUISITION CHARGES

Background

Part 14, Division 20, Sections 571 to 581 of the *Local Government Act* requires school districts and local governments to work together in planning for new schools, and in administering school site acquisition charges to fund the purchase of new school sites. The intent of the legislation is to assist school districts in acquiring school sites based on approved capital plans.

The School Site Acquisition Charge rates are set by the bylaw, which came into effect on November 1, 2004 (Bylaw No.1-2004). On April 9, 2024, the Board of Education for School District No. 43 adopted the current set rate for the school site acquisition charge based on the market value of the eligible school sites required and included in its five-year capital plan. (Amendment Bylaw No. 2.3-2024). The School Site Acquisition Charge rates are set by the amendment bylaw.

The School Site Acquisition Charges applies to all new residential development applications at either subdivision stage, for single family/duplex lots, or at Building Permit stage, for multiple family residential developments or for residential component of mixed-use developments. School Site Acquisition Charges will be collected by the City of Coquitlam, City of Port Coquitlam, City of Port Moody, Village of Belcarra and Village of Anmore pursuant to the *Local Government Act*.

Implementation and Grace Period:

The *Local Government Act* provides a grace period, following the adoption of the bylaw to allow pending applications to receive in-stream status. The implementation date for Municipalities to begin their collection of School Site Acquisition Charges from new applications based on the new rate will be June 8, 2024. Any submission of complete subdivision or building permit applications received in good order by the Municipality before June 8, 2024 (the implementation date) will have until June 7, 2024 (12 months grace) to register or receive final subdivision approval or building permit issuance based on the old rate. Under this by-law, the new rate is the same as the old rate.

Please note that, if the Building Permit is for a project that is proceeding in conjunction with a Rezoning application, Development Permit application, and/or Development Variance Permit application, the Rezoning by-law must be granted final reading and/or the respective permits must be issued by Council, before the building permit may be issued.

School site Acquisition Charge Rates

The amount of School Site Acquisition Charges payable with respect to a project is based on the density of the residential development and is calculated on a per unit basis. The charges are to be levied for the prescribed

'units per gross hectare' categories pursuant to BC Regulation 17/2000. The applicable rates are shown in the table below:

Prescribed Category of Eligible Development	Current Rate (per unit)
Low Density (<21 units / gross ha.)	\$1,000
Medium Low (21-50 units / gross ha.)	\$900
Medium (51 –125 units / gross ha.)	\$800
Medium High (126-200 units / gross ha.)	\$700
High Density (>200 units / gross ha.)	\$600

Collection of Charges:

All applications, which are subject to the charge, must pay the school site acquisition charge prior to a Municipality granting a final subdivision approval or issuing a building permit, authorizing construction.

The Local Government Act requires that the SSAC must be collected as follows:

- (a) At the same time as the development cost charge is paid;
- (b) If no development cost charge is payable, at the time of approval of subdivision if subdivision is required in respect to eligible development;
- (c) If neither (a) nor (b) applies, at the time that a building permit is issued in respect to eligible development.

Payment

A school site acquisition charge where required must be paid prior to the Municipality granting final subdivision approval which will create one or more new residential parcels or a building permit authorizing construction which would result in more than 3 residential units on an existing parcel.

Applicants required to pay School Site Acquisition Charges may, in full or in part, provide land in lieu of School Site Acquisition Charges provided that the School District No.43, the Municipality and the applicant agree on the provision of the land.

Exemptions

Although all new residential developments are subject to the School Site Acquisition Charge, there are some residentially oriented projects, such as hotels, not for profit housing, hospitals and community care facilities that qualify for exemption from the charge. Also, pursuant to the Local Government Act a building permit may be issued on an existing parcel with no school site acquisition charge payment required where after construction, alteration or extension, the parcel will contain 3 or fewer self-contained dwelling units.

A list of exemptions to the school site acquisition charge, pursuant to the Act and BC School Site Acquisition Charge Regulations is attached as an appendix to this bulletin.

- Appendix -

EXEMPTIONS FROM SCHOOL SITE ACQUISITION CHARGES

- (1) The following categories of eligible development are exempt from school site acquisition charges under Section 572 (1) of the *Local Government Act* and *BC School Site Acquisition Charge Regulations 17/2000*:
- a) hospitals as defined in Section 1 of the *Hospital Act*;
 - b) private hospitals or hospitals as defined in Section 5 (1) of the *Hospital Act*;
 - c) a hospital under paragraphs (c) to (e) of the definition of “hospital” in Section 1 of the *Hospital Insurance Act*.
 - d) bunkhouses or camp buildings;
 - e) hotels as defined in the *Residential Tenancy Act*;
 - f) community care facilities as defined in the *Community Care Facility Act*;
 - g) nonprofit housing, including facilities owned or operated by:
 - i. a society under the *Societies Act*, other than a member-funded society as defined in section 190 of that Act;
 - ii. a municipality or a regional district;
 - iii. a college designated under the *College and Institute Act*;
 - iv. a university or institute named in the *University Act*, *Royal Roads University Act*, *Institute of Technology Act*, *Technical University of British Columbia Act* or *University of Northern British Columbia Act*;
 - v. a school board or a francophone education authority under the *School Act*; or
 - vi. an authority under the *Independent School Act*;
 - h) a property for which financial assistance has been provided under the *Human Resource Facility Act* for nonprofit housing;
 - i) housing for elderly citizens for which a grant or other assistance has been given under Section 8.1 of the *Ministry of Lands, Parks and Housing Act*;
 - j) REPEALED BC Reg. 38/2010;
 - k) a non-profit housing cooperative under the *Cooperative Association Act*;
 - l) a private mental hospital as defined in Section 1 of the *Mental Health Act*.
- (2) Subsection (1) does not apply to an eligible development to which section 573 (4) of the *Local Government Act* applies.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 43 (COQUITLAM)

CAPITAL BYLAW NO. 3, AMENDMENT BYLAW NO. 2.3-2024

(School Site Acquisition Charge Capital Bylaw Amendment)

A BYLAW BY THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 43 (COQUITLAM) (hereinafter called the "Board") to amend Capital Bylaw No. 2.2 – 2023, School Site Acquisition Charge Capital Bylaw, adopted on September 19, 2023. The School Site Acquisition Charge Capital Bylaw No. 3 sets the school site acquisition charges for the prescribed categories of eligible development pursuant to Part 14, Division 20, Sections 571 to 581 of the *Local Government Act* and British Columbia School Site Acquisition Charge Regulation 17/2000.

WHEREAS, School District No. 43 (Coquitlam) is an eligible school district pursuant to Part 14, Division 20, Sections 571 to 581 of the *Local Government Act* for which the Board has indicated an eligible school site requirement in its approved capital plan beginning in 2003;

AND WHEREAS, the Board has consulted with stakeholders and local governments and passed the 2023 Eligible School Site Proposal, incorporated in the school district's 2024-2028 Five Year Capital Plan submission to the Ministry of Education and Child Care;

AND WHEREAS, the Eligible School Site Proposal included in the 2024-2028 Five Year Capital Plan for School District No. 43 (Coquitlam) was submitted to the Ministry of Education and Child Care by the Board of Education;

AND WHEREAS, the Board is required to amend its School Site Acquisition Charge Capital Bylaw within 60 days of the Minister's acceptance of the Board's Capital Plan;

NOW THEREFORE, the Board of Education for School District No. 43 (Coquitlam) in open meeting assembled, ENACTS AS FOLLOWS:

1. "Eligible Development" means

- a) a subdivision of land in School District No.43 (Coquitlam), or
- b) any new construction, alteration or extension of a building in School District No.43 (Coquitlam) that increases the number of self-contained dwelling units on a parcel.

2. "School Site Acquisition Charge" is a charge collected by local government, for each new residential parcel to be created by subdivision and for new multiple family residential units to be constructed on an existing parcel, for the purpose of providing funds to assist school boards to pay the capital costs of meeting eligible school site requirements pursuant to Part 14, Division 20, Sections 571 to 581 of the *Local Government Act* and British Columbia School Site Acquisition Charge regulations.

3. Pursuant to Part 14, Division 20 of the *local government act*, the Board establishes the charges applicable to the prescribed categories of eligible development for the school district in accordance with the following formula:

$$SSAC = [(A \times B) / C] \times D$$

Where

SSAC = the school site acquisition charge applicable to each prescribed category of eligible development;

A = \$192,724,900(cost attributable to eligible development units);

B = 35% (set by Provincial regulation);

C = 29,245(Eligible development units projected for the 2024-2028 capital plan submission);
and

D = a factor set by Provincial Regulation for the prescribed categories of eligible development.

4. The charges applicable to the categories of eligible development as prescribed by British Columbia Regulation 17/2000 for the school district are set in the table below:

Prescribed Category of Eligible Development (BC Regulation 17/2000)	D = (Factor set by BC Regulation 17/2000)	School Site Acquisition Charge (per unit) SSAC = [(A x B) / C] x D
Low Density (less than 21 units / gross ha.)	1.25	\$1,000
Medium Low (21-50 units / gross ha)	1.125	\$900
Medium (51 -125 units / gross ha)	1.0	\$800
Medium High (126-200 units / gross ha)	0.875	\$700
High Density (greater than 200 units / gross ha)	0.75	\$600


5. The school site acquisition charge amendment does not come into effect until 60 days after the adoption day of this bylaw.

6. A school site acquisition charge is not payable if any of the following applies:
- (a) The eligible development is within a category that is exempt from school site acquisition charges pursuant to BC School Site Acquisition Charge Regulations;
 - (b) A school site acquisition charge has previously been paid for the same eligible development unless, as a result of further subdivision or issuance of a building permit more eligible development units are authorized or will be created on a parcel;
 - (c) Where a building permit is issued on an existing parcel, which after construction, alteration or extension, the parcel will contain three or fewer self-contained dwelling units.
7. This Bylaw shall be cited for all purposes as the "School District No.43 (Coquitlam) Capital Bylaw No. 3, Amendment Bylaw No. 2.3-2024 (Re: School Site Acquisition Charge Capital Bylaw Amendment)".


READ A FIRST TIME THE 9th DAY OF APRIL 2024

READ A SECOND TIME THE 9th DAY OF APRIL 2024

READ A THIRD TIME, PASSED AND ADOPTED THE 9th DAY OF APRIL 2024

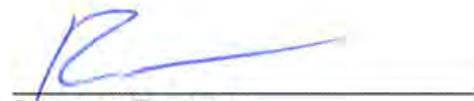


Chair of the Board



Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original of School District No. 43 (Coquitlam) Capital Bylaw No. 3, Amendment Bylaw No. 2.3-2024, adopted by the Board the 9th DAY OF APRIL 2024



Secretary-Treasurer



1080 Winslow Avenue, Coquitlam, BC Canada V3J 0M6 • Phone: 604-939-9201

April 12, 2024

Raul Allueva, City Manager
City of Coquitlam
managersoffice@coquitlam.ca

Karen Elrick, Chief Administrative Officer
Village of Anmore
karen.elrick@anmore.com

Anna Mathewson, City Manager
City of Port Moody
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Paula Richardson, Chief Administrative Officer
Village of Belcarra
prichardson@belcarra.ca

Rob Bremner, Chief Administrative Officer
City of Port Coquitlam
bremnerr@portcoquitlam.ca

Dear Chief Administrative Officers and City Managers:

Re: 2025-26 Eligible School Sites Proposal Resolution

The district's 2025-2026 Eligible School Site Proposal (ESSP) Resolution was passed by the Board of Education on April 9, 2024.

In this package, you will find a copy of the resolution along with the corresponding schedules for acceptance.

Pursuant to the Act, local governments have 60 days to either:

1. Pass a resolution accepting the Board's proposed eligible school site requirements; or
2. Respond in writing to the Board indicating that it does not accept the Board's proposed site requirements by listing each school site it objects to and the reasons for the objection.

If no response is received within 60 days from the date on which the Board of Education passed the resolution, the legislation states that the local government will have deemed to accept the proposal. An amended capital bylaw with the new SSAC rates will be adopted by the Board of Education in April 2025, giving the local governments a 60-day grace period before the bylaw will come into effect.

Should you have any questions on the above, please contact myself or Kimberley Wakil, Manager of Financial Services, at 604-939-9201.

Yours truly,

SCHOOL DISTRICT NO. 43 (COQUITLAM)

A handwritten signature in black ink, appearing to read 'Randy Manhas', with a long horizontal stroke extending to the right.

Randy Manhas
Secretary-Treasurer/CFO

Attach: ESSP Resolution; Schedule A; Schedule B

cc: Nita Mikl, Assistant Secretary-Treasurer
Ivano Cecchini, Executive Director – Facilities and Planning Services
Kimberley Wakil, Assistant Director, Financial Services

**Board of Education of
School District No. 43 (Coquitlam)**

2025-26 Eligible School Sites Resolution

The Eligible School Sites Proposal is a required component of the capital plan submission, which must be passed annually by Board resolution and referred to local governments in the District for acceptance pursuant to the *Local Government Act*.

Pursuant to the Act, the school district has consulted with local governments with respect to the following information:


- 1) Projections by municipalities of the number of eligible development units to be authorized or created in School District No. 43 (Coquitlam) in the 10 year time frame, 2025-2035, pursuant to Section 142 of the School Act for school site acquisition planning (Schedule 'A' Table A-1 and A-2 attached);
- 2) A projection of the number of children of school age, as defined in the School Act, that will be added to the school district as the result of the eligible development units projected in paragraph (1) (Schedule 'A' Table A-3, A-4 attached);
- 3) The approximate size and number of school sites required to accommodate the number of children projected under paragraph (2) (Schedule 'B' attached); and
- 4) The approximate location and value of the school sites referred to in paragraph (3) (Schedule 'B' attached).

WHEREAS the Board of Education of School District No. 43 (Coquitlam) has consulted with representatives from the development industry and staff for the City of Coquitlam, City of Port Coquitlam, City of Port Moody, Village of Anmore and Village of Belcarra on these matters;

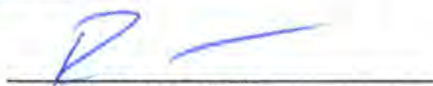
IT IS RESOLVED THAT:

- 1) Based on information from local government, the Board of Education of School District No. 43 (Coquitlam) estimates that there will be 29,245 **new development units** constructed in the School District over the next 10 years (Schedule 'A');
- 2) These 29,245 new development units will be home to an estimated 5,911 **school age children** (Schedule 'A');
- 3) The School Board expects that **6 new school sites**, over the 10 year period, will be required as a result of the growth within the School District as represented in Schedule 'B';
- 4) According to Ministry of Education and Child Care site standards presented in Schedule 'B' the sites will require a total of **11.1 hectares** of land. These sites are expected to be purchased within 5 years and, at current serviced land cost, the land will **cost approximately \$192,724,900**;
- 5) The Eligible School Site Proposal be incorporated in the 5 Year Facility Capital Budget ~~2025-2029~~ and submitted to the Ministry of Education and Child Care.


Chair of the Board


Secretary-Treasurer

I HEREBY CERTIFY this to be a true original of a resolution passed by the Board of Education of School District No. 43 (Coquitlam) at a regular meeting held April 9, 2024.


Secretary-Treasurer

2025-2035
SCHEDULE 'A'

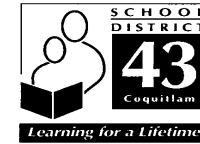


Table A-1: Growth Forecasts -Housing Units By Type - 10 year forecast by school year:

Estimates by school year	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	10 yr. Total	Total Units
VILLAGE OF ANMORE												210
Single Detached	21	21	21	21	21	21	21	21	21	21	210	
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	
Row House	0	0	0	0	0	0	0	0	0	0	-	
Low Rise Apart./suites	0	0	0	0	0	0	0	0	0	0	-	
High Rise Apart.	0	0	0	0	0	0	0	0	0	0	-	
VILLAGE OF BELCARRA												30
Single Detached	3	3	3	3	3	3	3	3	3	3	30	
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	
Row House	0	0	0	0	0	0	0	0	0	0	-	
Low Rise Apart.	0	0	0	0	0	0	0	0	0	0	-	
High Rise Apart.	0	0	0	0	0	0	0	0	0	0	-	
CITY OF COQUITLAM												19,650
Single Detached	25	30	35	40	40	35	30	25	20	20	300	
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	
Row House	325	300	300	300	300	300	300	300	250	250	2,925	
Low Rise Apart./suites	350	325	300	275	275	275	250	250	250	250	2,800	
High Rise Apart.	1350	1400	1400	1400	1375	1375	1350	1350	1325	1300	13,625	
City OF PORT COQUITLAM												2,600
Single Detached	30	30	30	30	30	30	30	30	30	30	300	
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	
Row House	50	50	50	50	50	50	50	50	50	50	500	
Low Rise Apart./suites	180	180	180	180	180	180	180	180	180	180	1,800	
High Rise Apart.	0	0	0	0	0	0	0	0	0	0	-	
CITY OF PORT MOODY												6,755
Single Detached	15	15	15	15	15	15	15	15	15	15	150	
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	
Row House	28	12	39	44	30	30	30	30	30	30	303	
Low Rise Apart./suites	337	456	1001	772	496	240	240	240	240	240	4,262	
High Rise Apart.	0	0	0	220	220	320	320	320	320	320	2,040	

Table A-2: SCHOOL DISTRICT #43 - ELIGIBLE DEVELOPMENT UNIT ANNUAL TOTALS BY TYPE

Estimates by school year	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	10 yr. Total	29,245
Single Detached	94	99	104	109	109	104	99	94	89	89	990	
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	-
Row House	403	362	389	394	380	380	380	380	330	330	3,728	
Low Rise Apart./suites	867	961	1,481	1,227	951	695	670	670	670	670	8,862	
High Rise Apart.	1,350	1,400	1,400	1,620	1,595	1,695	1,670	1,670	1,645	1,620	15,665	
Total Units	2,714	2,822	3,374	3,350	3,035	2,874	2,819	2,814	2,734	2,709	29,245	

Table A-3: YIELD CALCULATIONS BY MUNICIPALITY - SD#43

ESTIMATED NUMBER OF NEW SCHOOL AGED POPULATION BASED ON AVERAGE YIELD RATIO ESTIMATES FOR NEW HOUSING IN MUNICIPALITY

Estimates by school year	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	10 Yr. Yield	Yield Ratio
VILLAGE OF ANMORE												
Single Detached	11	11	11	11	11	11	11	11	11	11	105	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	-	-	-	-	-	-	-	-	-	-	-	n/a
Low Rise Apart./suites	-	-	-	-	-	-	-	-	-	-	-	n/a
High Rise Apart.	-	-	-	-	-	-	-	-	-	-	-	n/a
Total Yield School Age 5-19	11	11	11	11	11	11	11	11	11	11	105	
Estimates by school year	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	10 Yr. Yield	Yield Ratio
VILLAGE OF BELCARRA												
Single Detached	2	2	2	2	2	2	2	2	2	2	15	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	-	-	-	-	-	-	-	-	-	-	-	n/a
Low Rise Apart./suites	-	-	-	-	-	-	-	-	-	-	-	n/a
High Rise Apart.	-	-	-	-	-	-	-	-	-	-	-	n/a
Total Yield School Age 5-19	2	2	2	2	2	2	2	2	2	2	15	
Estimates by school year	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	10 Yr. Yield	Yield Ratio
CITY OF COQUITLAM												
Single Detached	13	15	18	20	20	18	15	13	10	10	150	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	130	120	120	120	120	120	120	120	100	100	1,170	0.4
Low Rise Apart./suites	42	39	36	33	33	33	30	30	30	30	336	0.12
High Rise Apart.	257	266	266	266	261	261	257	257	252	247	2,589	0.19
Total Yield School Age 5-19	441	440	440	439	434	432	422	419	392	387	4,245	
Estimates by school year	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	10 Yr. Yield	Yield Ratio
CITY OF PORT COQUITLAM												
Single Detached	15	15	15	15	15	15	15	15	15	15	150	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	18	18	18	18	18	18	18	18	18	18	175	0.35
Low Rise Apart./suites	29	29	29	29	29	29	29	29	29	29	288	0.16
High Rise Apart.	-	-	-	-	-	-	-	-	-	-	-	n/a
Total Yield School Age 5-19	61	61	61	61	61	61	61	61	61	61	613	
Estimates by school year	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	10 Yr. Yield	Yield Ratio
CITY OF PORT MOODY												
Single Detached	8	8	8	8	8	8	8	8	8	8	75	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	17	7	24	27	18	18	18	18	18	18	185	0.61
Low Rise Apart./suites	37	50	110	85	55	26	26	26	26	26	469	0.11
High Rise Apart.	-	-	-	22	22	32	32	32	32	32	204	0.10
Total Yield School Age 5-19	62	65	141	141	102	84	84	84	84	84	933	

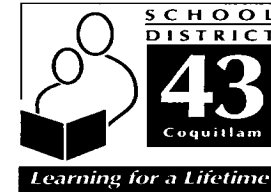
Table A-4: Total School District #43(Coquitlam) School Age Yield (New Development)

Estimates by school year	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	10 Yr. Yield	Yield Ratio
Single Detached	47	50	52	55	55	52	50	47	45	45	495	0.50
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	-
Row House	165	145	161	164	156	156	156	156	136	136	1,530	0.41
Low Rise Apart./suites	108	118	175	147	116	88	85	85	85	85	1,093	0.12
High Rise Apart.	257	266	266	288	283	293	289	289	284	279	2,793	0.18
Total Yield School Age 5-19	576	578	654	654	610	589	579	577	549	545	5,911	0.20
Estimated new SD#43 students	484	486	550	549	512	495	486	484	461	457	4,965	0.17

Does not include projections for potential development which are in the ALR and require BC Land Commission approval.
Does not include projections for potential development which may require major changes to an Official Community Plan.

The annual estimate of new development units for each category is based on a ten year average distribution of the ten year total expectation for new housing, provided by each municipality

Average



SCHEDULE 'B' Capital Projects Requiring New Sites

Table B-1: ELIGIBLE SCHOOL SITES REQUIRING APPROVAL - 2025-2029 Five Year Capital Plan

School Site #	112259	109228					TOTALS
<i>Basis of Costs</i>	<i>Estimate</i>	<i>Estimate</i>	<i>Estimate</i>	<i>Estimate</i>	<i>Estimate</i>	<i>Estimate</i>	<i>Estimate</i>
Type of Project	New	New	New	New	New	New	
Grade Level	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	
Approximate Location	<i>Riverwalk</i>	<i>Marigold</i>	<i>Port Moody Centre</i>	<i>Fraser Mills</i>	<i>Coquitlam City Centre</i>	<i>Hazel Coy</i>	
Proposed Capacity	455	455	455	455	455	455	2,730
Approx. Size (ha)	2.5	2.5	1.2	1.2	1.2	2.5	11.1
Market Land Costs	\$ 28,380,300	\$ 28,380,300	\$ 35,864,000	\$ 26,000,000	\$ 45,720,000	\$ 28,380,300	192,724,900

Total Acquisition Sites to be included in the 2024-2028 Five Year Capital Plan = 6

Proposed school site sizes are based on an assumption that some sites may be joint school and park sites. Stand alone school sites would require greater site area and market land cost.

Note: This Schedule includes proposed sites only. Approved eligible school sites since the inception of the ESSP are not included on this list.

Note: Approx size of each site has been updated to reflect update to date requirements for a elementary and middle school requirement.



COUNCIL REPORT

File: 7130-01

Date: April 22, 2024
From: Stewart Novak, Public Works and Emergency Preparedness Coordinator
Subject: **Emergency Management Planning**

Recommendation

That staff exploration of opportunities for multi-jurisdictional emergency management planning and response with neighbouring municipalities be supported.

Purpose

To build an updated emergency management plan in line with the new Emergency and Disaster Management Act of British Columbia.

To identify areas of emergency planning and response that may be better planned, organized, and deployed under a multi-jurisdictional model.

To determine the interest in neighbouring communities of participating in multi-jurisdictional emergency planning and response.

Background

On November 8, 2023, the Emergency and Disaster Management Act came into force, replacing the Emergency Program Act which dictates the need to update Belcarra's emergency plan.

As stated in Section 21 of the new Emergency and Disaster Management Act (below) the new legislation provides the opportunity to combine some or all emergency management services into a multi-jurisdictional model.

Staff believe that a combined emergency management service may be beneficial to Belcarra and therefore seek a motion of support from Council prior to staff discussing these opportunities with our neighboring municipalities.

BILL 31 – 2023 EMERGENCY AND DISASTER MANAGEMENT ACT

Emergency management organizations

Section 20 (2) A local authority must do at least one of the following:

- (a) in accordance with the regulations, if any, establish, appoint members to and maintain an emergency management organization.
- (b) join a multijurisdictional emergency management organization established under section 21.

Multijurisdictional emergency management organizations

Section 21 (1) A multijurisdictional emergency management organization may be established, in accordance with the regulations, if any, by 2 or more of the following:

- (a) a local authority.
- (b) the government.
- (c) an Indigenous governing body.

(2) The purposes of a multijurisdictional emergency management organization include the following:

- (a) to provide, in relation to the areas or matters for which the organization has responsibility, oversight, leadership and coordination of activities with respect to each phase of emergency management.
- (b) to make recommendations to organization members respecting emergency management.

(3) A local authority that joins a multijurisdictional emergency management organization must

- (a) give to the provincial administrator all of the following:
 - (i) a copy of all prescribed records relevant to the local authority's participation in the organization.
 - (ii) any information required by the provincial administrator, and
- (b) comply with any directions given by the provincial administrator with respect to ensuring that the local authority's powers and duties under this Act are carried out in accordance with the Act.

Strategic Work Plan and Financial Implications

Emergency Planning and Management is included in Belcarra's strategic plan as a priority project. Grants are being applied for and work will proceed once grant funds are secured.

Summary

On November 8, 2023, the Province of British Columbia passed the Emergency and Disaster Management Act replacing the Emergency Program Act.

The new Act allows municipalities to combine multi-jurisdictional services into one emergency management program. Belcarra staff believe multi-jurisdictional emergency management may be beneficial to our municipality and therefore seek support from Council prior to discussing this option with neighboring municipalities.



Prepared by: Stewart Novak
Public Works and Emergency
Preparedness Coordinator



Concurrence: Paula Richardson,
Chief Administrative Officer



COUNCIL REPORT

Date: April 22, 2024
From: Ken Bjorgaard, Financial Consultant
Subject: 2024 Tax Rates Bylaw & Sample 2024 Tax Notice

Recommendation:

That Village of Belcarra 2024 Tax Rates Bylaw No. 625, 2024 be read a first, second and third time.

Purpose:

The purpose of this report is to present the Village of Belcarra's 2024 Tax Rates Bylaw for three readings and to present a sample 2024 Tax Notice (Notice) to illustrate the various sections on the Notice.

Report:

The 2024 Tax Rates Bylaw (Bylaw) attached hereto for Council's consideration reflects the tax rates required to raise municipal taxes for 2024, as approved in the 2024 – 2028 Financial Plan bylaw, as well as the tax rates required to raise the funds requisitioned by the Metro Vancouver Regional District, pursuant to the *Community Charter*, as follows:

- “197 (1) Each year, after adoption of the financial plan but before May 15, a council must, by bylaw, impose property value taxes for the year by establishing tax rates for
- (a) the municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan, and
 - (b) the amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body.”

Pursuant to previous direction from Council, the Metro Vancouver Regional District (MVRD) tax levy has been broken down into the following tax components, so that taxpayers are fully aware of the composition of Metro Vancouver tax levy including the levies for the Sasamat Volunteer Fire Department (both operating and capital).

- Metro Vancouver Regional District (MVRD) – Sasamat Fire Department Operating
- Metro Vancouver Regional District (MVRD) – Sasamat Fire Department Capital
- Metro Vancouver Regional District (MVRD) – Other

It is recommended that this Bylaw receive first three readings on April 22nd, 2024, as the Bylaw needs to be adopted before the May 15th, 2024 deadline.

Attached is a sample 2024 Tax Notice which illustrates the various taxing authorities and related sections on the Notice. In addition to property taxes, the Village of Belcarra's municipal utilities are charged on and are part of the Notice. The four (4) main sections on the Notice and the related taxing authorities are as follows:

SCHOOL TAXES

Includes regular school taxes plus any additional school taxes (applies to properties greater than \$3 million in assessed value).

MUNICIPAL TAXES

Includes general municipal taxes as well as the water parcel tax.

OTHER TAXING AUTHORITIES

Includes the following taxes: Police, Municipal Finance Authority, BC Assessment Authority, TransLink, MVRD - Other, MVRD - Sasamat Fire Dept Operating, and MVRD - Sasamat Fire Dept Capital. The MVRD abbreviation has to be used on the Notice for the Metro Vancouver Regional District due to the limited number of characters that one can use in the description.

MUNICIPAL UTILITIES

Includes the Villages water fees and waste & recycling fees.

Approximately 40% of the property taxes (includes the water parcel tax) charged on the Property Tax Notice are for Village of Belcarra and the other 60% are collected on behalf of the other taxing authorities as noted above.

Attachments:

- Village of Belcarra 2024 Tax Rates Bylaw No. 625, 2024
- Sample 2024 Tax Notice



Prepared by: Ken Bjorgaard
Financial Consultant



Concurrence: Paula Richardson,
Chief Administrative Officer



VILLAGE OF BELCARRA
2024 Tax Rates
Bylaw No. 625, 2024



A Bylaw to set Tax Rates for the Year 2024

WHEREAS, pursuant to Section 197 of the *Community Charter*, the Council must, before the 15th day of May in each year, establish tax rates for municipal revenue and for amounts collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body, based on the assessed value of taxable land and improvements;

NOW THEREFORE, the Council of the Village of Belcarra enacts as follows:

1. This Bylaw may be cited for all purposes as “Village of Belcarra 2023 Tax Rates Bylaw No. 625, 2024”.
2. The following rates are hereby imposed and levied for the year 2024:
 - a. for general municipal purposes on the assessed value of land and improvements taxable for general municipal purposes, those rates appearing in column A of Schedule “A” attached hereto and forming part of this bylaw;
 - b. for purposes of the Metro Vancouver Regional District (MVRD) – Sasamat Fire Department Operating, on the assessed value of land and improvements taxable for hospital purposes, those rates appearing in column B of Schedule “A” attached hereto and forming part of this bylaw.
 - c. for purposes of the Metro Vancouver Regional District (MVRD) – Sasamat Fire Department Capital, on the assessed value of land and improvements taxable for hospital purposes, those rates appearing in column C of Schedule “A” attached hereto and forming part of this bylaw.
 - d. for purposes of the Metro Vancouver Regional District (MVRD) – Other, on the assessed value of land and improvements taxable for hospital purposes, those rates appearing in column D of Schedule “A” attached hereto and forming part of this bylaw.
3. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Jamie Ross
Mayor

Amanda Seibert
Corporate Officer

This is a certified a true copy of
2024 Tax Rates Bylaw No.625, 2024

Paula Richardson, Chief Administrative Officer

Village of Belcarra
Schedule "A" of Bylaw No. 625 - 2024
Tax Rates (Dollars of Tax per \$1,000 of Taxable Value)

Property Classes	A General Municipal Purposes	B Metro Vancouver Regional District (MVRD) - Sasamat Fire Department Operating	C Metro Vancouver Regional District (MVRD) - Sasamat Fire Department Capital	D Metro Vancouver Regional District (MVRD) - Other	E = B + C + D Metro Vancouver Regional District - All
1 Residential	1.29787	0.15515	0.26755	0.05463	0.47733
2 Utilities	4.54255	0.54303	0.93643	0.19121	1.67067
3 Supportive Housing	1.29787	0.15515	0.26755	0.05463	0.47733
4 Major Industry	4.41276	0.52751	0.90967	0.18574	1.62292
5 Light Industry	4.41276	0.52751	0.90967	0.18574	1.62292
6 Business/Other	3.17978	0.38012	0.65550	0.13384	1.16946
7 Managed Forest Land	3.89361	0.46545	0.80265	0.16389	1.43199
8 Recreation/Non-Profit	1.29787	0.15515	0.26755	0.05463	0.47733
9 Farm	1.29787	0.15515	0.26755	0.05463	0.47733



VILLAGE OF BELCARRA

4084 Bedwell Bay Road, Belcarra, BC V3H 4P8
Phone: 604-937-4100 Fax: 604-939-5034
www.belcarra.ca

2024
2023 PROPERTY TAX NOTICE
DUE DATE: July 2, 2024

10% PENALTY IF NOT PAID BY DUE DATE
(INCLUDING UNCLAIMED GRANT AMOUNTS)

APPENDIX B

CLAIM YOUR HOME OWNER GRANT ONLINE!
VISIT www.gov.bc.ca/homeownergrant

Reprinted as of 17/04/2024

Table with columns: LEGAL DESCRIPTION, TAXABLE ASSESSMENTS (CLASS, LAND, IMPROVEMENT, TOTAL), JURISDICTION (504), ROLL / FOLIO NO., PROPERTY ADDRESS, RATES (COLUMN A NO GRANT, COLUMN B BASIC GRANT, COLUMN C ADDITIONAL GRANT)

SCHOOL TAXES table with columns: Description, RATES, COLUMN A NO GRANT, COLUMN B BASIC GRANT, COLUMN C ADDITIONAL GRANT

MUNICIPAL PROPERTY TAXES table with columns: Description, RATES, COLUMN A NO GRANT, COLUMN B BASIC GRANT, COLUMN C ADDITIONAL GRANT

OTHER TAXING AGENCIES table with columns: Description, RATES, COLUMN A NO GRANT, COLUMN B BASIC GRANT, COLUMN C ADDITIONAL GRANT

MUNICIPAL UTILITIES table with columns: Description, RATES, COLUMN A NO GRANT, COLUMN B BASIC GRANT, COLUMN C ADDITIONAL GRANT

Table with columns: Description, RATES, COLUMN A NO GRANT, COLUMN B BASIC GRANT, COLUMN C ADDITIONAL GRANT

ESTIMATED PRE-AUTHORIZED MONTHLY INSTALLMENTS FOR 2024 TAXES ARE:
To find out more information, visit www.belcarra.ca

Pay Amount in Column A, B or C
AMOUNT DUE JULY 2, 2024
Table with columns: A - NO GRANT, B - BASIC GRANT, C - ADD'L GRANT

TEAR HERE

TEAR HERE



VILLAGE OF BELCARRA

4084 Bedwell Bay Road, Belcarra, BC V3H 4P8
Phone: 604-937-4100 Fax: 604-939-5034
www.belcarra.ca

REMITTANCE ADVICE ONLY

2023 PROPERTY TAX NOTICE
2024

JURISDICTION 504
ROLL / FOLIO NO.

TOTAL AMOUNT PAID table

THIS IS NOT YOUR HOME OWNER GRANT
Municipalities are no longer accepting applications - you must apply with the Province. If you are paying the reduced amounts in B or C above, you must apply for the home owner grant by the due date. Visit www.gov.bc.ca/homeownergrant or see the reverse for more information.



COUNCIL REPORT

Date: April 22, 2024

From: Paula Richardson, Chief Administrative Officer and Phil Chapman,
Chapman Planning & Consulting

Subject: **Village of Belcarra Official Community Plan Bylaw No. 621, 2024
Second and Third Reading**

Recommendation

1. That the consultation requirements under Section 475 of the *Local Government Act* in relation to the Village of Belcarra Official Community Plan Bylaw No. 621, 2024 have been considered specifically with:
 - i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
 - ii. The Board of any Regional District that is adjacent to the area covered by the plan;
 - iii. The Council of any municipality that is adjacent to the area covered by the plan;
 - iv. First Nations;
 - v. Boards of Education, Greater Boards and Improvements Districts Board; and
 - vi. The Provincial and Federal Governments and their agencies.
2. That extensive consultation with all affected parties during the two years of preparation of the draft Official Community Plan Bylaw No. 621, 2024 is sufficient for the purpose of consultation under Section 475 of the *Local Government Act*;
3. That Village of Belcarra Official Community Plan Bylaw No. 621, 2024 be considered in conjunction with the Village of Belcarra Financial Plan and Waste Management Plan; and
4. That it be confirmed that Village of Belcarra Official Community Plan Bylaw No. 621, 2024 is consistent with the Village of Belcarra Financial Plan and Waste Management Plan; and
5. That Village of Belcarra Official Community Plan Bylaw No. 621, 2024 be read a second and third time.

Purpose

To provide Council the opportunity to review additional staff information as well as public input regarding Official Community Plan Bylaw No. 621, 2024 prior to considering second reading.

Background

On February 20, 2024, Official Community Plan Bylaw No. 621, 2024 was introduced to Council for first reading and referred to public hearing on April 8, 2024. The staff report dated February 20, 2024 outlined the most recent changes to the Official Community Plan attached as Schedule A to Bylaw No. 621, 2024. The report noted that, following two meetings in November 2023, the Official Community Plan Review Committee supported the Official Community Plan as revised and forwarded the plan back to Council for readings.

After due consideration, Bylaw No. 621, 2024 was given first reading and the date of April 8, 2024 was set for the public hearing. Advertising for the public hearing through appropriate notification was carried out and incoming correspondence was catalogued and provided to Council. A package for inspection by the public was also prepared.

Also on February 20, 2024, and prior to the introduction of Bylaw No, 621, 2024, Council received a report from the Chief Administrative Officer and Pooni Group reviewing how recent Provincial Housing Legislation will impact short-term rentals, housing and density, development costs and development financing. It was noted that the Village's Zoning Bylaw and draft Official Community Plan currently meet Provincial standards and that the Village has until the end of December 2025 to update its Housing Needs Report and make any required amendments to the OCP. Pooni Group advised that the Village would need to create a development cost charges bylaw to ensure new development pays its share for required infrastructure.

Since the introduction of Bylaw No. 621, 2024 and responding to concerns on the absence of a road ends policy in the OCP, on March 11, 2024 the Chief Administrative Officer provided a verbal report on the disposition of road ends. She advised that the absence of road end policies in the OCP does not preclude the Village from creating a stand-alone road end policy in the future. Subsequently, on April 2, 2024, a full report on road ends was provided with a recommendation that staff be directed to determine the potential for the disposition of several identified road ends.

Public Hearing Response

A summary of public input provided for the April 8, 2024 Public Hearing on Bylaw No. 621, 2024 is provided as Attachment 1. Responses have been broken down into three categories as follows

- 1) Input on policies pertaining to Farrer Cove
 - Nine (9) individuals provided eleven (11) submissions expressing support for the inclusion of a policy to allow individual applications for ½ acre subdivisions and questioning Metro Vancouver Park's authority to restrict vehicle access via the service road through Belcarra Regional Park to the owners of the existing legal lots in Farrer Cove.
- 2) Input on the lack of policy direction regarding road ends
 - Fifty-five (55) signed form letters distributed by a citizens group were received requesting that the OCP include provisions permitting the sale of surplus municipal land . In addition, two other individuals made submissions in favour of including a policy to consider the sale of road ends as a means to raise funds to support future infrastructure projects such as a new firehall.
- 3) Miscellaneous input on other policies contained in the draft OCP
 - One person felt there was not enough public review of the recent changes made to the OCP and expressed concerns over several proposed changes to land uses in Farrer Cove and Woodhaven. One couple also expressed concern over suggested reduction of lot size as well and one person spoke in favour of including a policy prioritizing recreational dock allocation in the OCP.

Approximately 42 people attended the April 8, 2024 Public Hearing held at the Village Hall. A summary of comments provided by speakers at the meeting is provided below.

- Seven comments in favour of allowing ½ lots in Farrer Cove South
- Six comments objecting to Metro Vancouver Parks' position with respect to not issuing road gate keys to owners of newly subdivided lots in Farrer Cove South and not allowing use of this road to transport construction materials or for property services
- Three comments supporting inclusion of a policy on use/disposition of road ends in the OCP
- Three comments on the importance of fire safety
- Three comments on reducing lot sizes in the Village to create less expensive housing
- Two comments on the importance to include a policy on waterfront docks
- One comment on the lack of opportunity for the Official Community Plan Review Committee to consider the many changes between the most recent draft Plan (note that the Chief Administrative Officer clarified that the Official Community Plan Review Committee met twice in November of 2023 to review changes and passed a motion to support the OCP and referred the document back to Council.)

Staff and Consultant Response and Recommendations

In response to residents' input on allowing ½ acre subdivision lots in Farrer Cove South, staff note that the OCP provides for this type of application under Policy M 27. The policy notes new lots created will have to be entirely dependent on water access as Metro Vancouver Parks has advised the municipality that gate keys will not be issued to access the existing service road to the owners of any new lot(s). Contrary to concerns expressed during the public hearing, Metro Vancouver Parks does not control nor approve any subdivision application in Farrer Cove or on Evangelical Layman's Church's (ELC) lands. It is however, within Metro Vancouver's rights to control access on a private road through a park. Policies HCLU 11 and HCLU 12 also support reducing minimum lot sizes in Farrer Cove to ½ acre in the absence of a Subdivision Master Plan developed by a collaboration between resident owners and the ELC.

- Changes to the proposed policies with respect to the development of Farrer Cove South/Special Study Area 2 are not recommended.

Several comments were made that Council should take a stronger leadership role in resolving the access issue to Farrer Cove. Policy M25 addresses this concern by outlining the Village's participation in and support of an appropriate planning process led by the Farrer Cove residents to develop legal road access to the area.

Metro Vancouver Parks was asked to provide clarification on the use of the road to Farrer Cove.

The following responses to questions from staff were provided:

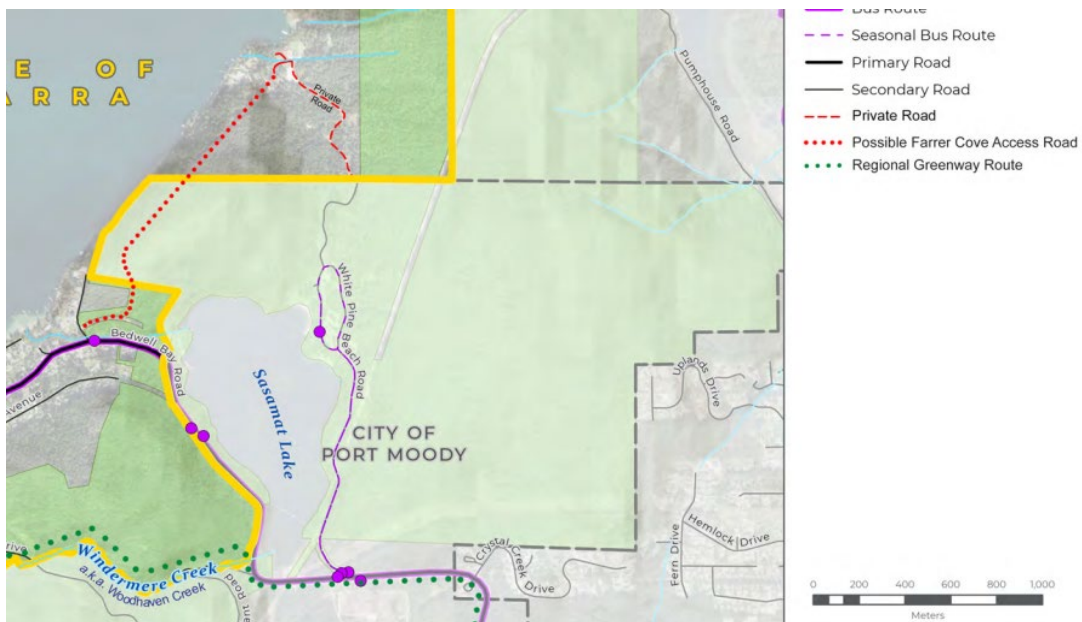
Belcarra Staff Question	Metro Parks Response
1. Clarification on key agreements.	
<ul style="list-style-type: none"> • Is the key agreement attached to the property or the resident? 	<p>A key agreement is an exceptional agreement in the nature of a licence between MVRD and a resident owner. The agreement is not attached to the property and the agreements are not registered on title. MVRD considers whether a property owner is eligible for a key agreement, by reference to the historic use of the property and road that existed in connection with that property prior to the time that MVRD acquired the parklands. We provide more explanation of the key agreement further on in our responses.</p>
<ul style="list-style-type: none"> • If the property sells, is the new owner given the same rights to the key as the original owner? 	<p>If a house that existed on a property prior to the time that the parkland was granted to MVRD (then GVRD) is sold, the key must be returned to MVRD and the new owner may apply to enter into a key agreement with MVRD, if the proposed use is the same or similar to the historic use. MVRD would consider whether the property is developed to the same degree as it was at the time MVRD acquired the parklands. If, for example, new lots are being created through subdivision, MVRD would not consider that to be a similar use.</p>
<ul style="list-style-type: none"> • Can new builds get a key agreement? (new house on a subdivided property or a coach house) 	<p>Residents of a new build/second (new) house on a subdivided property, or a coach house, are not eligible for a key agreement with MVRD. Consistent with the <i>Local Government Act</i>, park land is dedicated and reserved for public park purposes and MVRD cannot permit new proposed private uses of park land that are non-park uses.</p>
<ul style="list-style-type: none"> • Can construction vehicles for new builds use the road? 	<p>Construction vehicles are not permitted to use MVRD's road through the park. This suggests that construction activities have the option to use the property's legal water access, subject to any permits required by the Port or other applicable agencies. MVRD cannot permit new proposed private uses of park land that are non-park uses.</p>

<ul style="list-style-type: none"> • Explain historical use for key agreements 	<p>Around the time of the transfer of the parklands to GVRD, the GVRD Board resolved to allow to the Farrer Cove residents of the time the provision of keys to the gates on what is now White Pine Beach Rd., because of the historical informal access these residents enjoyed through the formerly Crown lands. Keys were and are issued further to eligible residents' agreement to the terms and conditions of the Key Agreement, the terms of which may be revised from time to time. If a key agreement holder does not follow the terms and conditions of the key agreement, MVRD may revoke the key agreement along with the permission to access provided by the key agreement. Holders of a key agreement must also abide by the Regional Parks Regulation Bylaw when using the road; no special permissions other than the ability to access through the closed gate, to access along the road while the park is closed, and to access the service road section north of the White Pine Beach Rd. loop are conferred upon a key holder.</p>
<p>2. Can service vehicles (i.e. septic maintenance trucks or roof repair etc.) for general home maintenance use the road? This item was included in the public hearing by one of the speakers "She (the buyer) was told by Metro Vancouver that commercial vehicles are prohibited, and that the road was in the process of being decommissioned."</p>	<p>Service vehicles supporting the regular maintenance and operation of a home lived in by a homeowner that has a key agreement with Metro Vancouver can use the road. The statement regarding prohibition of commercial vehicles was accurate in the context of a question that was asked of MVRD, because the buyer was inquiring about building a new house on a vacant lot.</p>
<p>3. Is there any plan to decommission the current road Farrer Cove residents are using through the Park?</p>	<p>There are no plans to decommission the current road for which eligible Farrer Cove residents have gate keys. No letter has been mailed to Farrer Cove residents by MVRD stating that the road is to be decommissioned.</p>
<p>4. Can Belcarra rename the road to "access road"? See below for comments from Metro regarding renaming the road.</p>	<p>Metro Vancouver's comments provided on August 10, 2023 relate to changing the appearance of the road on the OCP map. The road appearance on the map was showing as a "secondary road" according to the legend on the map. Our request was to change how the road was illustrated on the map (see screen shot below) because it is not a</p>

	<p>secondary road. With respect to how to name the road on the map, while the road has been called an “access” road in previous OCPs we feel this is not an appropriate descriptor. The access provided over the road is only by key agreement to a small number of eligible Farrer Cove residents who meet the conditions of being granted a key agreement. The section of the road that eligible Farrer Cove residents use north of the loop and north to the park boundary appears unnamed in these maps. It could remain unnamed, it could have a ‘service road’ label applied, or it could state “limited access by agreement” directly on the map.</p> <p>We note in passing that the portion of the road that travels through the park is within Port Moody municipal boundaries, not Village of Belcarra municipal boundaries.</p>
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On August 10, 2023 Metro Vancouver staff sent the following comment with regard to the name of the road on the maps:

“Draft OCP maps (all) Maps appear to show the road from White Pine Beach Rd north to the park boundary as ‘secondary road.’ Regional Parks staff request that this road section be distinguished (e.g. different colour/symbology) and marked as private road. This road is not public and is permitted for use by only those properties conforming to their use at the time of the parkland’s Crown grant.”



- Changes to Policy M 25 are not recommended.

Many residents felt it important to include a policy statement in the OCP with respect to the use and disposition of surplus municipal lands. The potential sale of these surplus municipal lands is seen by residents as a source of funds to pay for future infrastructure improvements.

Several residents expressed concern regarding the absence of road end policies in the OCP. As noted, staff provided Council with a report on the potential for the disposition of several identified road ends on April 2, 2024.

- The inclusion of a policy in the OCP regarding the use and disposition of surplus municipal lands is not recommended.

Several residents commented on allowing smaller lots, smaller houses, and multi-unit development in the RS1 zoned area of the Village. Opinions were offered both for and against this concept. It should be noted that there is no policy statement in the OCP to change the Zoning Bylaw or subdivision requirements at this time, however Policy HCLU 2 provides direction for a review of the Zoning Bylaw and subdivision requirements and Policy HCLU 4 provides for consideration of allowing an additional coach house or a second secondary suite on larger lots. HCLU 5 speaks to supporting duplex, triplex or fourplex forms of development.

- Changes to these policies are not recommended.

A concern was raised by a resident that major changes were made to the OCP in the time between September 2022 and March 2024 without input from the OCP Review Committee or residents.

It was clarified that many of the changes made to the draft plan during that period were the result of issues brought up by residents after reading the earlier draft of the OCP document. It also noted that Council directed the consultant to meet with OCP Review Committee. Subsequently, two additional meetings were arranged in November of 2023 to allow the committee to review and revise the draft again. At the November 28, 2023 meeting, the OCP Review Committee recommended Committee support of the Official Community Plan as revised and that the plan be forwarded to a Council meeting for readings.

Lastly, two residents commented on the need to include a policy in the OCP to address current dock agreement issues of retention and allocation. It is noted that these matters are under Provincial and Federal jurisdiction.

- It is recommended that this matter not be addressed in the Official Community Plan as it out of the Local Government mandate. Any future changes to be on a Federal or Provincial level will have application beyond the Village of Belcarra.

Conclusion

This report provides a summary of correspondence received and comments made at the April 8, 2024 Public Hearing for the Village of Belcarra Official Community Plan Bylaw No. 621, 2024 for Council consideration as well as recommendations from staff and the planning consultants.

It is recommended that the Official Community Plan Bylaw No. 621, 2024 be given second reading. Following second reading and inclusion of any amendments which may be recommended by Council, the bylaw will be brought forward for third reading and then will be forwarded to Metro Vancouver for acceptance of the Regional Context Statement. Following Metro Vancouver's acceptance of the Regional Context Statement, Bylaw No. 621, 2024 will be provided to Council for adoption.



Prepared by: Paula Richardson
Chief Administrative Officer



Prepared by: Phil Chapman
Chapman Planning and Consulting

The following appendices are attached hereto:

Appendix A Village of Belcarra Official Community Plan Bylaw No. 621, 2024
Appendix B Official Community Plan Document



VILLAGE OF BELCARRA
Official Community Plan
Bylaw No. 621, 2024



A bylaw to adopt the Official Community Plan

WHEREAS the *Local Government Act* authorizes a local government to have community plans prepared or revised from time to time; and

WHEREAS the *Local Government Act* authorizes a local government by bylaw to designate any community plan which has been prepared under Section 877 of the *Local Government Act* as an Official Community Plan;

NOW THEREFORE the Village of Belcarra Council in open meeting assembled enacts as follows:

- 1) This bylaw may be cited for all purposes as “Village of Belcarra Official Community Plan Bylaw No. 621, 2024”.
- 2) Schedule A attached hereto this Bylaw forms an integral part of this Bylaw.
- 3) “Village of Belcarra Official Community Plan Designation Bylaw No. 435, 2011”, and all amendments thereto are repealed.
- 4) This Bylaw applies to all areas within the Village of Belcarra.
- 5) If a portion of this Bylaw is held invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph clause or phrase.

READ A FIRST TIME on February 20, 2024

PUBLIC HEARING HELD on April 8, 2024

READ A SECOND TIME on

READ A THIRD TIME on

REGIONAL CONTEXT STATEMENT accepted by the Greater Vancouver Regional District Board of Directors on

ADOPTED BY THE COUNCIL on

 Jamie Ross
 Mayor

 Amanda Seibert
 Corporate Officer

This is a certified a true copy of Village of Belcarra
 Official Community Plan Bylaw No. 621, 2024

 Chief Administrative Officer



Village of Belcarra
Official Community Plan



Village of Belcarra
Official Community Plan Bylaw No. 621, 2024
Schedule A



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ACKNOWLEDGEMENTS

The Village of Belcarra (Belcarra) recognizes that updating its Official Community Plan (OCP) was a collective effort. Many voices and perspectives contributed to the drafting of this important policy document and the Village thanks you for your efforts. Special thanks to the OCP Review Committee for making this planning process so successful.

təmtəmiχʷtən, or Belcarra, is home to an ancestral village of the səliłwətał (Tsleil-Waututh Nation). Belcarra is grateful for the meaningful contributions made by səliłwətał with whom we share part of their traditional territory.

Belcarra appreciates the support Village staff provided as well as input received from our neighbouring municipalities and key stakeholder groups. Belcarra is proud of the community interest in the new OCP and thanks residents for engaging in the planning process through community surveys and open houses.

A SPECIAL THANK YOU TO THE FOLLOWING:

Belcarra OCP Review Committee

Ian Devlin, *Chair*
 Ralph Drew, *Vice Chair*
 Larry Carlsen, *Member*
 Paul Degraaf, *Member*
 Jol Drake, *Member*
 Kevin Ferris, *Member*
 Tracy McRae, *Member*
 Mary-Ann Pope, *Member*
 Sandra Rietchel, *Member*
 Janet Ruzycki, *Member*
 Angela Yin, *Member*

Council Liaison

Councillor Carolina Clark

Planning & Consulting

Phil Chapman, Chapman
 Planning & Consulting

Village of Belcarra Staff

Paula Richardson, *CAO*
 Stewart Novak,
*Public Works & Emergency
 Preparedness Coordinator*
 Lorna Dysart, *former CAO*
 Dennis Back, *Acting CAO*

Stakeholder Groups

Tsleil-Waututh Nation
 Metro Vancouver Planning Department
 Metro Vancouver Parks Department
 Vancouver Fraser Port Authority
 Tri Cities Chamber of Commerce
 TransLink

BC Hydro
 Public Works and Engineering
 Sasamat Outdoor Centre
 City of Port Moody
 Sasamat Fire Department



INTRODUCTION

The Village of Belcarra (Belcarra) is located on the eastern shore of Indian Arm about 1.5 km north of Burrard Inlet within the traditional territory of the Tsleil-Waututh Nation. Belcarra is a unique community surrounded by nature, within Metro Vancouver that is a short 10-minute drive from Port Moody and a 45-minute drive from downtown Vancouver. The Village has 700 residents and is surrounded by t̓əmt̓əx̓w̓t̓ən/Belcarra Regional Park and Say Nuth Khaw Yum/Indian Arm Provincial Park.

Belcarra is a jewel of Metro Vancouver offering a unique spectacular natural setting in a larger urban context. The Village is entirely residential with its municipal office, community hall and public works yard as the centre piece of municipal government and gathering place for Village residents. Surrounding t̓əmt̓əx̓w̓t̓ən/Belcarra Regional Park provides ready access to popular walking, hiking and biking trails, and water activities at both a salt water beach and a freshwater lake. Belcarra is a popular regional destination for hikers, scuba divers, water skiers, and those seeking a quiet respite from the city.

The Village of Belcarra Official Community Plan Bylaw No. 621, 2024 (the “OCP”) represents a milestone in the development of the community as a document that recognizes Belcarra’s past, present and future. The OCP was created with substantial input from residents, including the OCP Review Committee and the Tsleil-Waututh Nation. The Village supports advancing the Calls to Action under the Truth and Reconciliation Commission and affirms the United Nations Declaration on the Rights of Indigenous Peoples. The engagement process for the OCP offered an opportunity for relationship building with Tsleil-Waututh Nation. Throughout the planning process, it was clear that residents wanted to strike a balance between maintaining the community character they hold dear and charting a future that considers social, environmental, and financial sustainability.

The Truth & Reconciliation Commission

Definition of Reconciliation

“Reconciliation is about establishing and maintaining a mutually respectful relationship between Aboriginal and non-Aboriginal peoples in this country.”

Belcarra is a rural community with an aging demographic on the edge of a growing and urbanizing region. The OCP will be a valuable tool for navigating the future amidst the mounting pressures from its neighbours and the realities of the changing climate. The OCP embodies the vision of Belcarra residents and presents a land use framework designed to guide community development over the next 5 to 10 years. The OCP provides a balanced approach and direction for land use development and other key policies that will shape how Belcarra will respond in the face of a dynamic future.



Harbour Seals - Mother and Pup - Belcarra Bay 2021



LOCATION AND PLANNING AREA

Belcarra is located on the eastern shore of Indian Arm in Metro Vancouver as shown on **Figure 1 – Context Map**. Belcarra, which encompasses 5.5 km², is home to Say Nuth Khaw Yum/Indian Arm Provincial Park and təmtəxíw̓tən /Belcarra Regional Park. Over 70 percent of the land is designated ‘Conservation and Recreation Area’ by Metro Vancouver on account of its environmentally sensitive areas and extensive trail network. Belcarra’s natural beauty is evident on **Figure 2 – Aerial Photograph Map**.

Belcarra shares municipal boundaries with the City of Port Moody and the Village of Anmore. These municipalities, along with the City of Coquitlam and the City of Port Coquitlam, are referred to as the Northeast sub-region by Metro Vancouver. Belcarra also shares a municipal boundary with the Metro Vancouver Regional District (MVRD) Electoral Area ‘A’ as shown on **Figure 3 – Neighbouring Jurisdictions Map**.

Belcarra includes Hamber Island, Jug Island, Racoon Island, and Twin Islands. Jug Island is part of təmtəxíw̓tən /Belcarra Regional Park while Racoon Island and Twin Islands are part of Say Nuth Khaw Yum/Indian Arm Provincial Park. Both parks are identified on **Figure 4 – Parks and Recreation Map**.

OFFICIAL COMMUNITY PLANS: AN OVERVIEW

What is an OCP?

An OCP describes the long-term vision of a community and includes strategic objectives and policies that guide planning and land use management. An OCP presents the long-term development plans for a community and addresses matters like housing, environment, mobility, recreation, servicing, communication, and implementation. An OCP is an important policy document because it outlines how a local government plans to exercise its powers. Municipalities have the authority to develop OCPs under the Local Government Act. Once adopted, all bylaws enacted (or works undertaken) must be consistent with the OCP.

What does an OCP include?

The Local Government Act requires municipalities to include the following in their OCPs:

- the approximate location, amount, type and density of residential development required to meet anticipated housing needs for the next five (5) years;
- the approximate location, amount and type of existing and proposed land uses (e.g., residential, commercial, industrial, etc.);
- the approximate location and area of sand and gravel deposits suitable for future extraction;
- the location and phasing of major road and water systems;
- restrictions on the use of hazardous or environmentally sensitive lands;
- the approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal facilities;
- housing policies for affordable housing, rental housing, and special needs housing; and
- targets and policies for reducing greenhouse gas emissions.

An OCP may designate areas that require special treatment for certain purposes e.g., hazard protection areas, revitalization areas, and objectives related to built form and character.

At a municipal level, the OCP is informed by Belcarra’s [2023 Strategic Plan](#), [2021 Housing Needs Report](#), [Bedwell Bay Sustainability Plan \(2007\)](#); and a broad collection of policies and bylaws. The OCP is the highest-order municipal land use plan — it informs a municipality’s [Zoning Bylaw](#) and any neighbourhood or area plans the community may have. The OCP will inform the Zoning Bylaw which will play a major role in implementing the OCP’s policies.

An **Official Community Plan** should be exactly what the name suggests:

- **Official**, meaning it is adopted by the Mayor and Council.
- **Community**, meaning it should reflect the community’s desires and vision for the future.
- **Plan**, meaning there is a relevant strategy for achieving future goals and objectives.



How does an OCP relate to other Plans?



An OCP is informed by many other regional, municipal, and area plans. At a regional level, the OCP must be consistent with Metro Vancouver’s Metro 2050 Regional Growth Strategy (RGS) and informed by Metro Vancouver’s Regional Parks Plan and TransLink’s Transport 2050 all of which provide overarching policy frameworks for

population growth, parks and recreation areas across the region and our regional transportation network. At an area level, the Belcarra OCP is informed by the OCP’s of neighbouring Port Moody and Village of Anmore, the Vancouver Fraser Port Authority’s Land Use Plan (particularly policies related to the Indian Arm Planning Area), the Belcarra Regional Park Cultural Planning and Cooperation Agreement between Metro Vancouver and Tsleil-Waututh Nation and the Burrard Inlet Action Plan prepared by Tsleil-Waututh Nation.

These plans, policies, and more informed the Belcarra OCP and how the community will manage growth and development within the community over the next 5 to 10 years.

COMPONENTS OF THE PLAN

The OCP is guided by a vision statement that is supported by strategic goals, policies, and land use maps. These four (4) components work together to create a comprehensive policy framework to guide growth and development within Belcarra for the next 5 to 10 years.

Vision

The vision statement guides the OCP and provides overarching direction for the strategic goals and policies. The vision statement was crafted with input provided by the community through a fulsome public engagement process. Residents completed a community visioning survey and participated in roundtable discussions (focused on visioning) as part of the first open house. The vision statement captures Belcarra’s character and the community’s aspirations for the future.

Strategic Goals

The OCP contains ten (10) strategic goals that are easy-to-remember statements of what needs to be accomplished to move the vision forward. The strategic goals were informed by community feedback provided through the engagement process. Community members were asked (through a survey and roundtable discussions at a public open house) what needed to change in order for their vision to become a reality. The answers to that question helped inform the strategic goals presented in this plan.

Policies

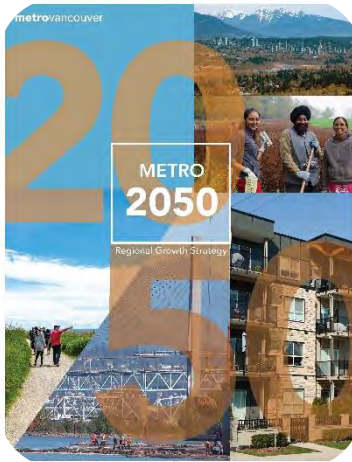
The policies provide direction on which day-to-day decisions are based. Policies should be measurable, accurate, reliable, and time-bound wherever possible to be effective. The policies of this plan, which are intended to be read together, represent steps Belcarra should take to achieve its vision.

Maps

The maps complement the policies and translate the [vision](#) and [strategic goals](#) into tangible land uses. The maps are intended to be read alongside the policies for clarity and context. The maps identify what policies apply to what land in a way that is informative and easy to understand. See maps schedule attached to this document.



REGIONAL CONTEXT STATEMENT



The *Local Government Act* requires all municipalities to provide a Regional Context Statement (RCS) as a component of an OCP if the regional district in which they are located has adopted a Regional Growth Strategy (RGS). The purpose of including a Regional Context Statement is to identify how the OCP's vision, goals, and policies support the objectives of the region now and in the future. Municipal OCPs must be consistent with the policies of the RGS.

In 2019, the Metro Vancouver Regional District (MVRD) began updating the Metro Vancouver 2040: Shaping Our Future Regional Growth Strategy (RGS). The new RGS, Metro 2050, was adopted by the MVRD Board of Directors on July 29th, 2022, when a significant majority of Metro Vancouver municipal councils (22 of 24) adopted resolutions endorsing the new RGS. The Village of Belcarra accepted by Council resolution the Metro 2050 RGS on June 20, 2022.

Metro 2050 Vision

"Metro Vancouver is a region of diverse, equitable, and complete communities connected by sustainable transportation choices where residents take pride in vibrant neighbourhoods that offer a range of opportunities to live, work, play, and learn, and where natural, agricultural, and employment lands are protected and enhanced."

"Shaping long-term growth and development in the region is essential to meeting this vision in a way that protects the natural environment, fosters community well-being, fuels economic prosperity, provides local food security, improves social equity, provides diverse and affordable housing choices, ensures the efficient provision of utilities and transit, reduces greenhouse gas emissions, and improves resilience to climate change impacts and natural hazards."

In achieving this vision, the Metro 2050 RGS specifies five fundamental goals:

- create a compact urban area;
- support a sustainable economy;
- protect the environment, address climate change, and respond to natural hazards;
- provide diverse and affordable housing choices; and
- support sustainable transportation choices.

The new Metro 2050 RGS differs from the previous Metro 2040 RGS in that greater emphasis is placed on policies that support resiliency to the impacts of climate change and natural disasters, and it expands on plans for housing choice and affordability. There are new regional targets such as protecting 50% of the land base for nature, expanding the urban tree canopy to 40%, and ensuring that at least 15% of new and redeveloped housing units in urban centres and along frequent transit corridors are affordable rental homes. Like the previous RGS, Metro 2050 anticipates that the region will grow by a million people requiring 500,000 new jobs and 500,000 new homes in the designated urban parts of the region.



The following describes how Belcarra's Official Community Plan relates to the goals of the Metro 2050 RGS.

Create A Compact Urban Area

The purpose of this goal is to concentrate Metro Vancouver's growth in compact communities with access to a range of housing choices close to employment, amenities, and services. The Metro 2050 RGS policies to achieve this goal involve focusing urban development within the Urban Containment Boundary in Urban Centres and Frequent Transit Development Areas. The Village of Belcarra supports these objectives in principle through its Rural land use designation as identified on **Figure 6 – Land Use Designation Map**, which is intended to remain a primarily low-density residential community. These land use designations will prevent Belcarra from drawing urban development out of the Urban Containment Boundary and away from Urban Centres.

Belcarra's population increased from 643 residents in 2016 to 687 in 2021. Overall, this was a 6.8% population increase over a 5-year timeline. Metro 2050 RGS anticipates growth to continue to occur across the region; however, Belcarra is located outside of Metro Vancouver's Urban Containment Boundary and is designated a Rural area in the Metro 2050 RGS, with no Urban Centres or Frequent Transit Development Areas. While some growth may be necessary in order to maintain a fiscally sustainable municipality, Belcarra is a small community with a limited land base within its municipal boundaries for future residential development, so future population growth is anticipated to be modest.

Support A Sustainable Economy

The Metro 2050 RGS protects the land base and transportation corridors needed to foster a vibrant regional economy. Industrial and agricultural areas are protected, and commerce is directed towards the Urban Centers. Again, due to its isolated location in the region, Belcarra is not projected to substantially contribute to the growing regional economy but the OCP contains policies to support this general direction.

This OCP supports home-based businesses and has added a "commercial" land use designation that reflects the community's desire to become a greener and more sustainable Village. The OCP supports small-scale retail and commercial uses that serve the needs of the community as well as low-impact tourism uses that provide services to both residents and visitors.

Protect The Environment

This Metro 2050 RGS goal focuses on the region's Conservation and Recreation land to provide a connected network of protected green spaces across the region. It is also intended to encourage a land use and transportation pattern that reduces energy consumption and greenhouse gases and is able to withstand climate change impacts and the risk of natural hazards.

The guiding objectives in this OCP emphasize the importance of preserving the natural environment. Environmental policies within this OCP promote the protection and stewardship of Conservation and Recreation lands and environmental systems and features throughout the municipality and emphasize environmental protection through partnerships with local, regional, provincial, federal and indigenous organizations.

Figure 5 – Environmentally Sensitive Areas Map shows the areas identified by both Metro Vancouver (MV) and the Vancouver Fraser Port Authority (VFPA) as environmentally sensitive areas within Belcarra's municipal boundaries that require protection.

Figure 6 – Regional Land Use Map delineates the areas designated "Conservation and Recreation" that comprise regionally significant natural assets, major parks, watersheds and ecologically important areas, including t̄əmt̄əm̄ix̄'t̄ən/Belcarra Regional Park and Say Nuth Khaw Yum/Indian Arm Provincial Park that comprise 70% of Belcarra's municipal land area.

Land use policies within the Rural residential designation provide the context for development approaches that protect hillsides and environmental features through clustering or other innovative approaches. The OCP also encourages the community to respect natural features, manage invasive plant species, maintain native plant species,



limit light pollution through promotion of “Dark Sky” strategies, and protect freshwater and marine riparian areas consistent with the Province’s Riparian Areas Regulation.

Address Climate Change

Belcarra is a signatory of the B.C. Climate Action Charter that commits municipalities to:

- 1) becoming carbon neutral in their corporate actions;
- 2) measuring and reporting their greenhouse gas emissions; and
- 3) creating complete, compact, and more energy efficient communities.

This OCP also addresses greenhouse gas emission reduction strategies and identifies a number of initiatives that Belcarra can pursue to reduce energy consumption and emissions. This OCP also supports B.C. Climate Action community initiatives by providing information and education, and encouraging fuel switching and the adoption of efficient energy practices; for example, replacing wood burning stoves, and purchasing electric vehicles and yard-maintenance equipment.

Respond To Natural Hazards

Metro Vancouver has many areas where natural hazards will be increasingly and negatively impacted by climate change. The Metro 2050 RGS seeks to protect the population and the natural environment by advancing land use, infrastructure, and human settlement patterns that improve resilience to climate change impacts and natural hazards.

Belcarra's natural setting, while tranquil, also exposes it to risks from natural hazards. Understanding and preparing for these natural hazards is critically important to ensure long-term community stability. This OCP includes policies addressing emergency response planning and policies designed to respond to specific hazards including flooding, sea level rise, and wildfire.

Provide Diverse and Affordable Housing Choices

The Metro 2050 RGS seeks to contain urban development within the designated Urban Containment Boundary. By focusing the majority of urban development in identified Urban Centres and Frequent Transit Development Areas it also protects Rural lands from future high density urban development. The Metro RGS limits the scale, form, and density of new development to that which is consistent with the intent of the Rural land use designation.

A goal of the Belcarra community is to preserve low-density forms of housing and Belcarra’s semi-rural character. Future residential development could occur on Crown land and some water access only properties if jurisdictional issues can be resolved by the municipality and legal road access to the latter can be created by the private land owners. As well, various residential housing forms, including secondary suites, coach houses, duplexes, triplexes, and fourplexes, are options that can accommodate future growth in the central part of the Village where water and transit services exist. New residential development will look a lot like existing residential development in terms of its form, character, and scale. The intent is to provide a mix of housing options to better meet community housing needs that make the most efficient use of municipal infrastructure while blending-in with the existing character of the Village.

Support Sustainable Transportation Choices

The Metro 2050 RGS seeks to co-ordinate land use and transportation that will result in the efficient movement of people and goods and will encourage transit, cycling, and walking.

This OCP supports continued transit use (see **Figure 7 – Transportation Map**), promotes improved transit ridership, and encourages ride-sharing and ride-hailing opportunities. The OCP speaks to the development of bicycle and pedestrian pathway networks (see **Figure 4 – Parks and Recreation Map**), and promotes active transportation including walking, rolling, cycling, jogging, and the use of mobility devices such as wheelchairs, walkers, and strollers.

Further details of how this OCP relates to the goals and policies of the Metro 2050 RGS are provided in **Appendix B**.



Bedwell Bay - View from West Road

OCP PLANNING PROCESS: AN OVERVIEW

Project Timeline

Council identified an OCP Review as a strategic priority within the 2020–2024 Corporate Strategic Plan. Council initiated the OCP Review process in December 2021 with the appointment of an OCP Review Committee and a professional planning consultant. Council originally identified July 2022 as the target for adopting a new OCP for Belcarra. However, several unanticipated events caused the adoption of the OCP to delay until 2023.

A Planning Process with Four Phases

The OCP Review planning process was structured into four phases: 1) Project Launch and Background Review; 2) Information Gathering and Visioning; 3) Plan Development; and 4) Plan Adoption.

Where are we in the planning process?



Phase 1: Project Launch and Background Review

The OCP Review was officially launched in January 2022 when the original planning consultants met with Village administration and the OCP Review Committee for the first time. Phase 1 involved a lot of due diligence work (review of existing policies, bylaws, and reports provided by Belcarra). This work was supplemented by conversations with Village staff and comprehensive site visits across the lands and surrounding waters of the community.

Phase 2: Information Gathering and Visioning

Information was gathered through stakeholder interviews. The purpose of the interviews was to confirm what policies, plans, and regulations applied to Belcarra and how the policies should be interpreted. Information was also gathered through the development of base mapping that served as the foundation for all OCP maps. Provincial and regional datasets were used to build the OCP base map.



Phase 2 included three (3) visioning exercises with the community:

- 1) a community survey
- 2) a public open house
- 3) a workshop with OCP Review Committee members

Community values and aspirations were identified through the engagement processes as well emerging priorities.

Phase 3: Plan Development

Input provided by the OCP Review Committee; Belcarra residents; Village staff; stakeholders; and Tsleil-Waututh Nation was themed and analyzed. The input was used to craft the June 24, 2022, Draft OCP — a strong policy framework believed by the consultants to reflect the shared needs and interests of the community. The initial draft OCP was circulated to those noted above, and revisions were made mostly by the OCP Review Committee to produce a second draft of the Plan dated September 2022. With the departure of the original consultant team Council decided to suspend the planning process to allow for the coming civic election period and the hiring of a second consultant. This consultant was tasked to complete the agency and community review process, produce a final draft version of the OCP and assist in completing the plan adoption process.

Phase 4: Plan Adoption

Building on the OCP Review Committee’s September 2022 draft, the second consultant reviewed comments from all stakeholders, provided additional revisions and structural changes to bring greater clarity and cohesion to the OCP to better ensure the community’s vision and goals are met.

The final draft was referred to Public Hearing, amended as directed by Village Council and adopted by Council as Bylaw No. 621, 2024 on _____, 2024.

COMMUNITY & OTHER STAKEHOLDER ENGAGEMENT

Two phases of public engagement were undertaken by the original planning consultants between January and June 2022 to inform the OCP planning process. Belcarra is home to many engaged residents who took the time to share their thoughts and perspectives on how the community should grow and develop over the next 10 years.

A project webpage was launched in January 2022 to publish materials related to the OCP for public reference and information. All community posters were published on the webpage along with presentations made at open houses and video recordings of the events.

The first phase included creating posters to provide information about the planning process and how to participate in the various activities designed to identify the defining characteristics of the community, develop a vision of Belcarra in the future and help identify emerging priorities that the plan should address.

These activities included: a community survey which was completed by 111 residents; a virtual open house that was attended by 55 residents, staff, and elected officials; and a passive open house for those unable to attend the virtual one. An advertisement was also placed in the ‘Belcarra Barnacle’ announcing the launch of the OCP Review.





The second phase of public engagement focussed on a review of a draft vision and set of strategic goals to guide the plan and to involve the community in the development of the plan policies and maps. Feedback was gathered primarily from a virtual open house and written responses from Belcarra residents. 34 residents, staff and elected officials participated in the open house.

OCP Review Committee

To assist the original planning consultants Council appointed an 11-member OCP Review Committee:

1. to help gather and disseminate information, assess priorities, determine objectives, and provide feedback throughout the planning process.
2. to help educate the public about the planning process and spread the word about public engagement opportunities in the community.
3. to share experience and expertise from a diverse range of backgrounds.

The 11-member OCP Review Committee participated in monthly meetings with the Village's original planning consultants to craft Belcarra's updated OCP. The Committee met twelve (12) times over the planning process to share research, discuss best practices, and make recommendations on how different policy areas could be updated and/or included in the updated OCP. The original planning consultants left the project, and another consultant was hired to complete the planning process.

Stakeholder Interviews

Belcarra invited neighbouring municipalities and key stakeholders to provide input into the OCP Review. A total of 10 stakeholder interviews were conducted between January and June 2022. These stakeholders included the following:

- Metro Vancouver Planning
- Metro Vancouver Parks
- Vancouver Fraser Port Authority
- TransLink
- BC Hydro
- City of Port Moody
- Tri-Cities Chamber of Commerce
- Sasamat Outdoor Centre
- Sasamat Fire Department
- səliłwətał (Tsleil-Waututh Nation)

Additionally, the initial June 2022 draft Belcarra OCP was circulated to neighbouring municipalities and key stakeholders for review and comment.

Engaging səliłwətał (Tsleil-Waututh Nation)

Belcarra officials have met with səliłwətał (Tsleil-Waututh Nation) representatives, on a government-to-government basis, to collaborate on the OCP Review and wish to thank them for enriching this planning process. Belcarra is committed to advancing reconciliation within the community and working towards developing a stronger working relationship with the Tsleil-Waututh Nation. The Village recognizes that the Tsleil-Waututh Nation has a referrals process that assesses proposed projects within the Village's boundaries. To that end several policies have been included in the OCP to invite future consultation and collaborations on projects of mutual interest.



Summary of Community Engagement Activities

Community Events



Engagement Activities



Additional responses to the June and September drafts of the OCP from local residents and neighbouring jurisdictions were also received and considered in finalizing the draft OCP. Copies of these submissions are on file in the Village office.



Bedwell Bay - View looking northeast toward Buntzen Ridge



HISTORY OF TƏMTƏMİX^wTƏN/BELCARRA

səlilwətał (Tsleil-Waututh Nation) History

Before colonization, səlilwətał (Tsleil-Waututh Nation) had a large population of over 10,000 members. səlilwətał moved around their villages on Burrard Inlet to better access resources based on the season. Health of their community included the health of the land and connection to their cultural practices, encompassed a holistic approach to well-being that continues today. Even after disease, the enactment of the reserve system and loss of much of their traditional lands, səlilwətał continues to be a strong, resilient community who are working toward re-instating their stewardship over their ancestral lands and waters.

təmtəmiş^wtən/Belcarra is the location of a village of the səlilwətał. səlilwətał have occupied təmtəmiş^wtən/ Belcarra since time-immemorial. səlilwətał utilized and traveled the area in and around təmtəmiş^wtən/Belcarra to hunt, harvest, and practice ceremony and səlilwətał members continue to use the area to connect to the land and pass on knowledge. Continued use and occupancy of təmtəmiş^wtən/Belcarra is recognized through səlilwətał's oral history, Stewardship Policy (2009) and is also reflected in the recently ratified Belcarra Regional Park Cultural Planning and Co-operation Agreement (2020) with Metro Vancouver Parks.

Municipal History

The Village of Belcarra is located within the traditional territory of Tsleil-Waututh Nation. Colonial settlement of the area began in 1859, when the Burrard Inlet and North Arm areas were mapped by the Royal Navy survey ship H.M.S. Plumper.

The first landowner was John Hall, a hand-logger and farmer who in 1870 pre-empted approximately 160 acres (District Lot 229) covering the present-day location of the Belcarra picnic grounds and southern half of Belcarra Peninsula. In 1882 Hall's land was transferred to his lawyer, William Norman Bole, who developed the land as a summer destination for his family. As a native of Ireland, Bole used two Celtic words to describe the area. *Baal*, meaning "sun", and *Carra*, meaning a "lovely land", were combined to create "Belcarra" – *The Fair Land Upon Which The Sun Shines*.

Bole's acquired land was eventually sold and subdivided in 1908 to create waterfront residences and cottages. By 1911, upwards of 70 cottages had been built at Belcarra Bay and Bedwell Bay that varied in both size and structure. These cottages were built as summer accommodations for residents across the Lower Mainland.

The abundance of natural resources within the Belcarra area made it a prime location for industry. In 1870, the first Timber Lease was issued to the Moodyville Mill on the eastern shore of Bedwell Bay. A second phase of logging within the Bedwell Bay area occurred between 1900 and 1905.

Between 1907 and 1917, the Bedwell Bay Federal Crown Land was surveyed and subdivided into "200 villa-style lots". By the time the first lots were sold in 1911 the area was named "Woodhaven".

The cottage owners originally accessed their lots along the North Arm and Bedwell Bay by water. In 1908, the 'New Brighton Ferry Company' formed a ferry service that provided passage from Vancouver to the Belcarra Park picnic grounds. The service was sold to the 'Harbour Navigation Company' in 1920, which developed amenities such as a picnic shelter, concession stand, dance hall, and a wharf within the park.

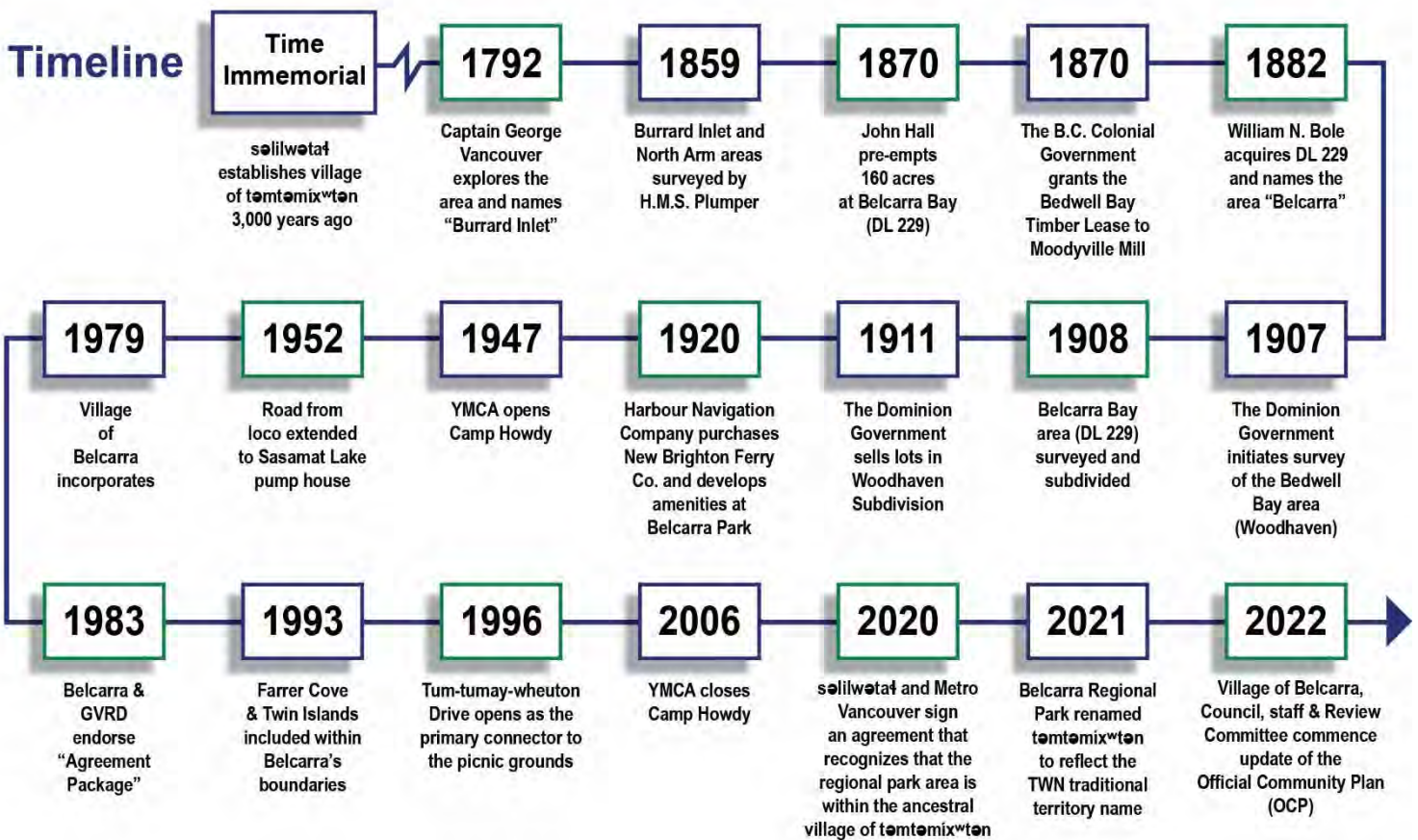
Through the 1930s, the idea of a road to Belcarra began but construction did not begin until 1952 with an extension from the present-day First Avenue in loco to the Sasamat Lake pump house.

YMCA purchased a large parcel of land in the Belvedere (Farrer Cove) area in 1946 and the following year opened 'Camp Howdy', a popular summer youth camp. The camp was a much-loved part of the community for the next 60 years until its closure in 2006. The property is now owned by Evangelical Laymen's Church of Canada which offers religious services for its congregation and operates a tearoom and bakery.



In 1979, the ‘Village of Belcarra’ was incorporated as a municipality. Since its incorporation, the construction of single-family homes has continued throughout the community. Use of təmtəmix̓tən/Belcarra Regional Park increased substantially during the 1980s and 1990s, creating a need for alternate road access to accommodate higher traffic volumes. Bedwell Bay Road, which had served as the only road access to the Belcarra picnic grounds, was replaced in 1996 by Tum-Tumay-Whueton Drive as the primary road access to the picnic grounds.

In the last 10 years, development has increased minimally due to the physical barriers presented by the limited amount of developable land, in addition to key natural environmental features that are to be conserved and protected. Although development has generally been insignificant, regional park and trail usership has continued to grow substantially over time. In 2021, Tsleil-Waututh renamed the area as təmtəmix̓tən/Belcarra Regional Park in recognition of Tsleil-Waututh Nation’s village. “təmtəmix̓tən” means “biggest place for all the people” in həŋqəmiñəŋ. The 1,100 hectare (2,718 acre) regional park is a popular destination for Metro Vancouver visitors and residents alike.



Schooners ‘Sutil’ and ‘Mexicana’: Drawing by José Cardero, Museo Naval, Madrid



PRESENT DAY COMMUNITY CONTEXT

Environmental Characteristics

Belcarra is characterized by its picturesque landscape and pristine natural features, making it a unique place to visit and reside. The waterfront views and wooded trails offer an abundance of natural beauty that can be captured across the community. Portions of t̓əmt̓ə́míxʷt̓ən/Belcarra Regional Park and Say Nuth Khaw Yum/Indian Arm Provincial Park are located within the Village’s boundary. These parks, and some surrounding areas, are designated in the Metro 2050 RGS as Conservation and Recreation land due to their significant environmental contribution to the region. Wildlife and natural features under this designation are protected through a range of provincial and regional initiatives. Since 2007, the Bedwell Bay Sustainability Plan, created in partnership with the Vancouver Fraser Port Authority (VFPA), has provided a strategic vision for the protection of the tidal zones, riparian areas, and natural features within the Bedwell Bay area of Belcarra. These conservation efforts will be continued in partnership with the Vancouver Fraser Port Authority, Metro Vancouver and the Tsleil-Waututh Nation to sustain the natural beauty that contributes to the distinctive character of the community.

Issues and actions related to the environment are outlined in the Natural Environment section below.

Population and Growth Forecasts

According to federal census data, Belcarra’s population increased from 643 residents in 2016 to 687 in 2021. Overall, this is a 6.8% population increase over a 5-year timeline. The Metro 2050 RGS anticipates growth to continue to occur across the region. However, Belcarra is designated as a Rural area and is not deemed a significant area for growth as it is outside of Metro Vancouver’s Urban Containment Boundary and has limited available land base to accommodate future growth.



Belcarra is a small Village with a total land area of 5.5 square kilometres (km²) and only 30% (1.6 km²) is developable area. Accordingly, the current population density of the Village is 124.8 overall per square kilometre and 416 for the developable area. This is a low population density, especially when compared to other municipalities within the region, such as the City of Vancouver, which has a population density of 5,249 per square kilometre. However, the low population density within Belcarra is reflective of the overall rate of population growth and development. New development in Belcarra is constrained by the availability of developable lots with appropriate services required for construction. Innovative sewage disposal solutions, as approved by the Provincial Government and Fraser Health Authority (FHA), could expand options for development over the next 20-year period.



Table 1: Population, Dwelling Unit, and Employment Projections

Year	Population	Dwelling Units	Employment
2020	670	260	100
2030	690	270	110
2040	740	290	130
2050	790	310	140

Housing Needs

Belcarra is required, by the province, to conduct a Housing Needs Assessment (HNA) every five years. The latest HNA was completed in 2021 and identifies current conditions, anticipated trends, and expected housing needs for current and future residents of Belcarra. A municipal level housing analysis uncovered the potential impact population growth (at both the local and regional level) could have on housing requirements and needs within an area.

Belcarra has seen minimal population growth over the last 10 years, with an overall population increase of 44 residents between 2016 and 2021. Table 1 above provides Population, Dwelling Unit and Employment Projections for 2021 to 2051 from Metro 2050. The average age of residents in Belcarra is 55.9, which exceeds the regional average of 40.9 by a considerable amount. Most residents of the area are owners (90.4%) of single-detached dwellings, which account for approximately 80% of the existing housing stock. With only a few young families with children within Belcarra, the average household structure within the community is 1-person and 2-person (62.7%), with a median household income of \$128,250. In addition, most residents own their homes, with an overall median home value of approximately \$2 million. This significantly surpasses the regional median value of \$800,000, making home ownership unaffordable for most potential residents. The ability to accommodate future residential growth is most likely dependant on what happens with the “Future Residential” areas indicated on **Figure 9 OCP Land Use Designation Map** and the provision of legal road access to Farrer Cove properties. These issues are further discussed in the Housing, Community & Land Use Designation section.

The HNA identified that only 9.6% of residents rented their home which reflects a lack of rental housing stock in the community. Multi-unit housing forms (for example, coach houses and secondary suites) account for only 10% of the current housing stock. The HNA identifies a need for a more diverse housing mix to accommodate the needs of the aging population within the community. The HNA breaks down the current housing stock by number of bedrooms and projects demand for different unit types as illustrated in Table 2 below. Although the total demand for housing units in the next 5-year period is not expected to increase significantly beyond the need for 4 additional single-family dwellings, the type of housing units is expected to change as demand for smaller units grows in response to Belcarra's ageing population. A possible way to address this demand is discussed in the Housing, Community & Land Use Designation section.

Belcarra is a community with an aging demographic with minimal available housing stock to accommodate its changing demographics. As residents age, there is a growing demand for smaller spaces that are easier to maintain and provide more opportunities for community building. In general, there is a need to expand housing diversity and affordability within the community not only to reflect the needs of anticipated regional population growth but the needs of current residents, many of whom have lived in the community for many years and wish to remain here.

In addition, it should be noted that as the current residents “age out” of the community due to lack of alternative housing or the need for additional personal services the new population moving into the existing housing stock may be larger households with children. This could increase Belcarra's population even without additional housing being developed. This situation is also discussed further in the Housing, Community & Land Use Designation section.



Table 2: Housing Needs Report Summary (2021)

Bedrooms	Current Supply in 2021 (units)	Anticipated Needs to 2026 (units)	Change (units)
0	0	0	0
1	20	41	21
2	35	145	110
3+	205	78	-127
Total	260	264	4

Existing Community Services

The following provides a list of the key community facilities that exist within Belcarra and are shown on

Figure 10 – Community Facilities Map:

- Fire Protection (Sasamat Volunteer Fire Department)
- Solid Waste Management (central drop-off ‘Waste and Recycling Depot’)
- Street Lighting next to bus shelters
- Transit (TransLink Community Shuttle Bus)
- A multi-sport court
- Parks (Metro Vancouver and BC Parks)
- The Village Hall; and
- Local roads and pathways

Existing Infrastructure

Water System

Belcarra has a municipal water system that is shown on **Figure 8 – Water Infrastructure Map**.

Belcarra has had a water services agreement in place with the District of North Vancouver (DNV) since 2008. In 2011, DNV became the primary source of potable water for Belcarra residents. The water system currently services the majority of properties in the Belcarra Bay and Bedwell Bay areas. Concerns about the water system’s capacity have been a continual point of discussion in the community. Belcarra’s original agreement with the DNV stated a maximum instantaneous flow of 14 litres per second (L/s). The system flow was increased in 2019 to 20 L/s, and the Village is actively pursuing ways to utilize existing storage capacity to the system to bolster its ability to provide additional fire flows. Studies for improving the water system’s capacity were completed in 2017 and 2022.

Residents living on water-access-only properties, and other areas in Belcarra that are not contiguous with the main community, source their water from wells or other sources. There are also many properties in the contiguous community that still get their domestic water from wells and are dependent on the oversight and approval of the Fraser Health Authority to maintain the quality of their domestic water.



COMMUNITY CHARACTER

Belcarra residents were asked: “What three words would you use to describe Belcarra today?”

This question was posed to residents through a community survey and a public open house. The responses, which were amalgamated, were used to create the word map below. The size of the word reflects the number of times the word was reported. For example, the word “beautiful” was reported the most by Belcarra residents. This exercise contributed to the vision statement presented below.



EMERGING PRIORITIES

The community engagement process identified policy areas that residents and the OCP Review Committee members consider emerging priorities for Belcarra. The community provided feedback on emerging priorities through a community-wide survey, a public open house, and a visioning workshop with the OCP Review Committee. In all forums, the community was asked: “What emerging priorities should Belcarra be planning for?”. All feedback was themed, analyzed and reported. The top five themes from the three engagement activities were as follows:

Table 3: Emerging Priorities

Rank	Survey	Open House	Committee
1	Emergency Preparedness	Infrastructure & Servicing	Environmental Management & Climate Action
2	Infrastructure & Servicing	Emergency Preparedness	Infrastructure & Servicing
3	Financial Sustainability	Community Building & Engagement	Preservation of Rural Character
4	Housing & Population	Financial Sustainability	Financial Sustainability
5	Active Transportation	Active Transportation	Housing & Population



VISION AND STRATEGIC GOALS

The vision and strategic goals of the plan are based on feedback provided through a community-wide survey, a public open house, and a visioning workshop with the OCP Review Committee. Feedback from these engagement activities was themed and analyzed to develop the vision and strategic goals presented here:

Vision

Belcarra is a peaceful Village 'between forest and sea'.

"Belcarra is a beautiful, quiet sanctuary 'between forest and sea'. We have a duty to remember and honour its history, to protect and conserve its natural beauty, retain a village community feel, and to care for and safeguard this special place for future generations."

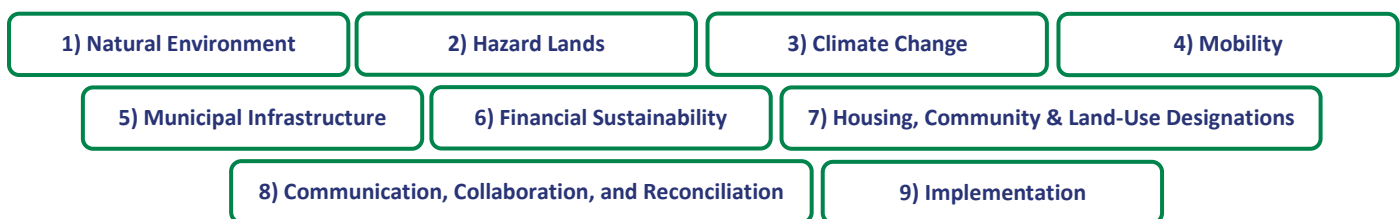
Strategic Goals

The following are the identified strategic goals; in no particular order:

- To be a municipality that evolves sustainably, pursuing better connections between all areas of the community.
- To be a steward of the natural environment.
- To ensure long-term financial sustainability.
- To advance indigenous reconciliation within the Belcarra community.
- To be prepared for naturally occurring emergencies.
- To be a Village that offers a range of housing options.
- To be a safe place for residents and visitors to explore.
- To be a community where residents feel engaged, informed, and heard.
- To be connected to the region through strong inter-governmental relationships.
- To develop a stronger sense of community by providing a place where residents can gather to socialize and enjoy activities.
- To meet the regional greenhouse gas reduction target.

KEY POLICY AREAS

The OCP has nine key policy areas:



The OCP is intended to be read as a whole. The key policy areas, when read together, form a comprehensive policy framework to guide land use planning, growth, and development in Belcarra for the next 5 to 10 years.

1) Natural Environment (NE)

Belcarra is a coastal community on the shores of Indian Arm and Bedwell Bay. Belcarra is surrounded by conservation and recreation areas comprised of environmentally sensitive areas like wetlands, woodlands, and riparian areas. A number of creeks flow through Belcarra including Kitty Creek, Owens Brook, Farrer Creek, Capon Creek, Sasamat Creek, Avalon Creek, Ray Creek, Bole Creek, Dutchman Creek, Robson Creek and Woodhaven Creek (Windermere Creek). These creeks flow through mature forests, young forests, and riparian areas. The tree canopy is comprised of a healthy mix of coniferous and deciduous trees that provide shelter for a host of forest dwellers including birds, amphibians, deer, cougars, bobcats and bears. Belcarra works collaboratively with the Vancouver Fraser Port Authority, BC Parks, Metro Vancouver Regional Parks, and Tsleil-Waututh Nation to manage and protect these natural areas.



Village of Belcarra - Aerial view circa 1980

Natural Environment Policies (NE): Vancouver Fraser Port Authority Areas

Belcarra is located within the Vancouver Fraser Port Authority's (VFPA) Indian Arm planning area, which extends from Cates Park (Whey-ah-Wichen) in the District of North Vancouver to the Indian River estuary. Since time immemorial this territory has been home to the Tsleil-Waututh people. Indian Arm was an important source of marine food and a key trade/travel route to support t̓əmt̓əx̓'tən. (Tsleil-Waututh village site). The VFPA Land Use Plan provides a land use policy framework to accommodate growth in a socially, environmentally, and economically responsible way.

The VFPA has identified important environmental areas with fish and fish habitat value occurring within (or near) intertidal zones, conservation areas, cultural areas, and estuaries of streams. These areas provide food and shelter for wildlife and marine mammals living in Burrard Inlet and are factors considered by the VFPA when making land use and development approval decisions. Important environmental areas are identified on: **Figure 5 – Environmentally Sensitive Areas Map**.

VFPA issues permits for all works and/or activities within their jurisdiction. This includes works in connection with private utilities, shoreline repairs, private docks, and group wharfages for example. It should be noted that the Village of Belcarra is not responsible for the construction, alteration, removal and management of recreational docks and all marine and land development applications by the village are referred to the VFPA. It should also be noted that VFPA continues to restrict applications for new docks in Bedwell Bay but will continue to work with indigenous groups, the Village of Belcarra and other interested stakeholders on a long-term management approach to recreational docks in this location. Applications for docks and wharfages can be applied for in Belcarra Bay and Indian Arm. Further details are available on the VFPA website.



It is a policy of Council to:

- POLICY NE 1.**

Refer all land use planning and development applications, within Vancouver Fraser Port Authority lands and waters, to the port authority to confirm permitting and licencing requirements.
- POLICY NE 2.**

Support Vancouver Fraser Port Authority protecting eelgrass beds by working with existing recreational waterlot licensees to ensure a minimum depth of water below the float at low tide.
- POLICY NE 3.**

Collaborate with the Vancouver Fraser Port Authority and Tsleil-Waututh Nation on port authority led initiatives to monitor, protect, and enhance critical riparian, marine, and estuarine environments.

Natural Environment Policies (NE): Regional Conservation and Recreation Areas

Seventy percent of Belcarra is designated “Conservation and Recreation” by the Metro 2050 RGS. The “Conservation and Recreation” land use designation is intended to help protect significant ecological and recreation assets like wildlife management areas, ecological reserves, forests, wetlands, riparian areas, major parks and outdoor areas, and other ecosystems that may be vulnerable to climate change and natural hazard impacts. Lands designated “Conservation and Recreation” are shown on **Figure 6 – Metro Vancouver Land Use Designations Map** and include places like təmtəmişʷtən/Belcarra Regional Park and Say Nuth Khaw Yum/Indian Arm Provincial Park. The popularity of these major parks has grown significantly especially over the last few years. Part of this demand is caused by the lack of similar park spaces in other near-by communities that have been experiencing rapid population growth.

It is a policy of Council to:

- POLICY NE 4.**

Protect and enhance conservation and recreation areas by promoting buffers from adjacent uses.
- POLICY NE 5.**

Permit uses that are consistent with the intent of conservation and recreation designation in the Metro 2050 RGS.
- POLICY NE 6.**

Strive for net ecosystem gains when developing and operating utility and transportation infrastructure in regional conservation and recreation areas.
- POLICY NE 7.**

Invite Tsleil-Waututh Nation to share their knowledge and history of the regional conservation and recreation areas and support their efforts to achieve the environmental and cultural initiatives outlined in Metro Vancouver’s Belcarra Cultural Planning and Co-operation Agreement (2020) and the Say Nuth Khaw Park Management Plan (2010).
- POLICY NE 8.**

Support “Dark Sky” policies to reduce night-time light that can disturb the environment and allow animals and insects to retain their normal life cycles without interruption at night.
- POLICY NE 9.**

Support Regional and local initiatives to acquire additional park land acquisition in the Northeast sub-region.



POLICY NE 10.

Support Provincial initiatives to develop Pinecone Burke Provincial Park.

POLICY NE 11.

Encourage Metro Vancouver Parks to provide safe bicycle parking and/or storage at Belcarra Regional Park high activity areas such as Sasamat Lake and Belcarra picnic grounds.



Bedwell Bay - View looking north up Indian Arm

Natural Environment Policies (NE): Environmentally Sensitive Areas

Belcarra's natural beauty includes a collection of Environmentally Sensitive Areas (ESAs) that are part of a complex ecological system that includes a variety of plant and wildlife. The ESAs were designated by the Metro Vancouver Sensitive Ecosystem Inventory. Belcarra's ESAs include natural features like eelgrass beds, mature forests, wetlands, woodlands, and riparian areas. Lands identified as ESAs by Metro Vancouver and the Vancouver Fraser Port Authority (VFPA) are shown on **Figure 5 – Environmentally Sensitive Areas Map**.

It is a policy of Council to:

POLICY NE 12.

Strive for net ecosystem gains when development occurs in environmentally sensitive areas through planning and development processes.

POLICY NE 13.

Require ecosystem restoration and improvement where possible.

POLICY NE 14.

Consider supporting the research and work being undertaken by Tsleil-Waututh Nation, Vancouver Fraser Port Authority and Metro Vancouver to identify, protect, and enhance Environmentally Sensitive Areas.

POLICY NE 15.

Update the municipality's Environmentally Sensitive Areas mapping as new data becomes available.



Natural Environment Policies (NE): Tree Canopy

Belcarra is located within a temperate rainforest that is comprised of young broadleaf trees and mature coniferous trees. The forests surrounding the community contribute to its scenic beauty and unique character. Belcarra residents value the surrounding forests and natural views as important components for their health and well being. As the Village tree canopy matures, it is important to protect its semi-rural character and well-established view corridors. Significant portions of the tree canopy have been identified as ESAs on **Figure 5 – Environmentally Sensitive Areas Map**, including mature forests, woodlands, and young forests. Metro Vancouver also has a Regional Tree Canopy Report (2019) which is expected to be updated in 2023 to help guide activities and uses proposed in these areas.

It is a policy of Council to:

POLICY NE 16.

Support the management of trees on municipal property through the Managing Trees, Views, and Landscapes Bylaw.

POLICY NE 17.

Support a balance between tree retention and view retention with regard to the policy pertaining to tree management on municipal land, except where Environmentally Sensitive Areas (ESAs) are involved, then tree retention should be prioritized.

Natural Environment Policies (NE): Invasive Species Management

Invasive species are those which occur outside their natural range. Invasive species can have significant ecological, social and/or economic impacts once established. A catalogue (and map) of invasive species found in Belcarra was prepared in 2014. Several invasive species, including knotweed, giant hogweed, and Himalayan blackberry were identified and remain pervasive in the community.

It is a policy of Council to:

POLICY NE 18.

Partner with the Invasive Species Council of Metro Vancouver to update the Invasive Species Catalogue and Map.

POLICY NE 19.

Develop an ‘Invasive Species Management Plan’ based on an updated catalogue and map for the community and Metro Vancouver’s Regional Best Management Guides.

POLICY NE 20.

Partner with the Invasive Species Council of Metro Vancouver to raise awareness of invasive species (and invasive species management) through posting information on Belcarra’s website and supporting community events such as ivy pulls on Village lands.

POLICY NE 21.

Support Metro Vancouver and BC Parks management of invasive species in tæmtæmíxʷtæn/Belcarra Regional Park and in Say Nuth Khaw Yum/Indian Arm Provincial Park.



Natural Environment Policies (NE): Wildlife Management

Belcarra is surrounded by natural beauty that is home to a variety of birds and wildlife. River otters and harbour seals frequent the water's edge while racoons, cougars, bobcats, deer, and bears forage for food in the forest. A host of other species live, and travel through, the community's conservation and recreation areas and environmentally sensitive areas. It is the responsibility of every resident and visitor to respect the birds, aquatic life, and wildlife with whom we share our natural environment.

It is a policy of Council to:

POLICY NE 22.

Reduce wildlife and vector attractants through the Wildlife and Vector Control (Bear) Bylaw.

POLICY NE 23.

Support the Ministry of Environment and Climate Change Strategy Bear Smart Community Program through public outreach and education.

POLICY NE 24.

Support community led initiatives to become an official "Bear Smart" Community.

POLICY NE 25.

Support Metro Vancouver's conservation efforts to protect Rough-skinned Newts and other threatened and endangered species within regionally designated Conservation and Recreation areas.

POLICY NE 26.

Support Metro Vancouver's multi-year Rough-skinned Newts monitoring program.



Black Bear - Whiskey Cove 2021



Natural Environment Policies (NE): Water Quality

Water quality is a measure of how much pollution is in our water system. Water quality depends on the temperature of the water as well as the number of bacteria and amount of dissolved mineral content in the water. Belcarra is located between Sasamat Lake, Sasamat Creek, Bedwell Bay, and the broader Burrard Inlet. Belcarra also has several streams, creeks, and springs that flow through the municipality. Development (existing and proposed) presents a risk to water quality as contaminants enter the water system through the day-to-day activities of a community's residents and visitors.

It is a policy of Council to:

POLICY NE 27.

Support ongoing research and monitoring initiatives underway by Tsleil-Waututh Nation and their partners to implement the Burrard Inlet Action Plan.

POLICY NE 28.

Advocate for the prohibition of discharge of sewage from all boats and marine craft into Bedwell Bay. Belcarra has advocated for stronger controls over sewage discharge in Bedwell Bay for many years.

POLICY NE 29.

Support local initiatives to clean municipal beaches and shorelines.

POLICY NE 30.

Publish local water quality resources on the Village website for public education.



Rough-Skinned Newt



Natural Environment Policies (NE): Air Quality

Air quality is a measure of how much pollution is in the air we breathe. Outdoor air quality depends on the type, and quantity, of pollutants in the air and weather (wind, precipitation, temperature). Belcarra is a coastal community surrounded by parks and conservation areas that contribute to good air quality. At the same time, Belcarra’s semi-rural character and remote location require residents to use private vehicles to access daily necessities, employment and schools which compromise air quality. As well, both the regional and provincial parks draw significant numbers of visitors from outside the area who mostly arrive by private vehicles.

It is a policy of Council to:

- POLICY NE 31.** Promote local active transportation measures to eliminate short vehicle trips to reduce transportation emissions.
- POLICY NE 32.** Advocate for additional public transit services to reduce regional vehicle trips to t̄amt̄m̄ix̄˘t̄an/Belcarra Regional Park and Say Nuth Khaw Yum /Indian Arm Provincial Park.
- POLICY NE 33.** Lead by reducing vehicle emissions from municipal fleet vehicles and equipment.
- POLICY NE 34.** Publish local and provincial air quality monitoring and reporting resources on the Village website for public education.

Natural Environment Policies (NE): Sand and Gravel

Belcarra does not have any known sand or gravel deposits in commercial quantities that may be suitable for future extraction.



Belcarra Park - Winter 1985 (Print by Belcarra artist Ruth Adams Booth)



2) Hazard Lands (HL)

Belcarra's natural setting, while tranquil, also exposes it to risks from hazard lands. Understanding and preparing for these hazards is critically important to ensure long term community stability. This includes emergency response planning and policies designed to respond to specific hazards including flooding, rise in sea level, steep slopes, and wildfire.

It is a policy of Council to:

POLICY HL 1.

Support FireSmart development initiatives.

POLICY HL 2.

Develop an Interface Wildfire Development Permit Area Policy.

Hazard Lands Policies (HL): Emergency Response Planning

Emergency preparedness is a priority for Belcarra residents. The community wants to be ready to act when faced with an emergency situation, whether it be an earthquake, flood, wildfire or some other natural or man-made disaster. Municipalities across British Columbia are developing Emergency Response Plans (ERPs) to prepare for, respond to, and recover from disasters. These plans identify potential hazards and priority actions to be taken in the event of a disaster. These plans also articulate roles and responsibilities for municipal staff and emergency response agencies like the Sasamat Volunteer Fire Department (SVFD).

It is a policy of Council to:

POLICY HL 3.

Collaborate with the Sasamat Volunteer Fire Department to develop and test a Belcarra Emergency Response Plan (ERP).

POLICY HL 4.

Consider development of an Interface Wildfire Development Permit Area Policy to protect the community from wildfires.

POLICY HL 5.

Collaborate with Anmore, Port Moody, Metro Vancouver, the Province of British Columbia, BC Hydro, and the Sasamat Volunteer Fire Department to develop a coordinated Emergency Response Plan to prepare for regional emergencies.

POLICY HL 6.

Provide information to residents on the Emergency Response Plan and evacuation routes for public education.

POLICY HL 7.

Collaborate with the Sasamat Volunteer Fire Department to coordinate mutual aid response resources for the community, and particularly for more remote water-access-only properties.

POLICY HL 8.

Encourage the adoption of residential indoor and outdoor fire sprinkler initiatives wherever feasible.

POLICY HL 9.

Collaborate with the Sasamat Volunteer Fire Department to encourage the acquisition of portable fire pumps by water-access-only property owners as a means of reducing the risk of fire spread.

POLICY HL 10.

Promote recruitment of volunteer firefighters and consider developing an incentive program to increase volunteer firefighter retention.



POLICY HL 11.

Examine the feasibility of creating an emergency response communication tool and process for a municipal designate (e.g., mayor, fire chief, RCMP, etc.) to provide clear and accurate information for residents during largescale emergencies.

POLICY HL 12.

Encourage Metro Vancouver and the City of Port Moody to pursue preventative fire protection measures within Belcarra Regional Park, including the installation of hydrants along Tum-Tumay-Whueton Drive from existing Burrard Thermal Plant water mains.

POLICY HL 13.

Continue to examine cost-effective ways of increasing water storage capacity for firefighting to the existing municipal water system.

Hazard Lands Policies (HL): Steep Slopes

Much of Belcarra is built on hillsides which contribute to the community's natural beauty. While scenic, steep slopes pose geotechnical risks such as landslides and subsidence which can cause damage to structures and infrastructure thus risking public safety. Steep slopes are identified as those having a natural slope greater than 30 percent for more than 1.5 metres and/or pose a potential for landslides or geotechnical hazards.

It is a policy of Council to:

POLICY HL 14.

Require technical studies for lands that may be subject to soil instability, rock fall, debris flows, or other geophysical hazard as determined by the Approving Officer and/or Building Inspector during the subdivision and/or building permit approval process. Technical reports shall be completed by a geoscientist registered with Engineers and Geoscientists BC (EGBC).

POLICY HL 15.

Encourage erosion mitigation and slope stabilization measures be implemented for future development, including but not limited to, the altering of land and soil, the erection and placement of buildings and the installation of in-ground sanitary or storm sewer systems.

POLICY HL 16.

Encourage maintenance of steep slopes in their natural state where possible.

POLICY HL 17.

Encourage maintenance of existing vegetation in order to avoid erosion, slumping and mass wasting. Access improvements on a steep slope such as roadways, pathways and trails should be located and constructed so as not to disturb the slope or natural drainage.

POLICY HL 18.

Encourage new buildings and structures to be sited in such a manner as to maximize retention of existing trees and ground cover while also meeting building setbacks and other requirements as determined by a professional engineer or geoscientist registered with Engineers and Geoscientists BC.

POLICY HL 19.

When new buildings and structures are approved, encourage that measures are made for the disposal of surface run-off and storm water drainage to divert it away from the steep areas that may be subject to sloughing or erosion.



Hazard Lands Policies (HL): Flood and Sea Level Rise Hazards

As a waterfront community, Belcarra is susceptible to flooding from Indian Arm and its tributaries. The risk of flooding has increased as climate change continues to alter weather patterns. Proactive management of waterfront and flood zone interfaces will be important to mitigate potential impacts on property and infrastructure.

It is a policy of Council to:

- POLICY HL 20.** Discourage new development within the 200-year floodplain for the various creeks that feed into Indian Arm.
- POLICY HL 21.** Require technical studies and recommendations from registered and certified professionals for all new subdivisions of lands within flood or sea level rise hazard areas.
- POLICY HL 22.** Participate in ongoing regional and provincial efforts to monitor and predict sea level rise and incorporate any relevant findings into future Belcarra development policies.

Hazard Lands Policies (HL): Wildfire Management

The summer months are becoming hotter and drier while extreme weather events like thunderstorms are becoming more frequent. While lightning is a leading cause of wildfires in British Columbia human carelessness with fire is of special concern in Belcarra because of the large number of visitors attracted to the Provincial and Regional parks. Wildfire management is of critical importance to local residents as the community and adjacent areas are heavily forested.

It is a policy of Council to:

- POLICY HL 23.** Advocate for the Province to provide priority aerial fire response for Provincial Parks, Metro Vancouver regional parks, Metro Vancouver watersheds and Crown land forest interface areas.
- POLICY HL 24.** Continue the current FireSmart Program initiatives with a resident awareness and education program and encourage that all new construction be 'FireSmart'.
- POLICY HL 25.** Retain a qualified professional to undertake a 'Wildfire Hazard Assessment' as needed.
- POLICY HL 26.** Update the 'Community Wildfire Resilience Plan' as needed.
- POLICY HL 27.** Apply for provincial government grants to fund wildfire prevention initiatives.
- POLICY HL 28.** Invite the Sasamat Volunteer Fire Department to work with the Village to raise awareness of the 'FireSmart' program through public education materials and community events.
- POLICY HL 29.** Advocate for the development of 'Fire and Fuel Management Plans' for Provincial Crown and Metro Vancouver owned land near Belcarra.



POLICY HL 30.

Provide education for residents on emergency evacuation routes in the event of a wildfire.

3) Climate Change (CC)

Research published in Metro Vancouver's 'Climate 2050' describes six ways the regional climate will change over the next 30 years. Belcarra can expect warmer temperatures; longer summer dry spells with rainfall declining by 20%; wetter autumns and winters; more extreme precipitation events with more rain on the wettest days and a higher frequency of heavy rain events; decreased snowpack; and rising sea level that will impact our coastal communities.

Climate Change Policies (CC): Climate Action Planning

Belcarra is a signatory of the *B.C. Climate Action Charter* that commits municipalities to:

- 1) becoming carbon neutral in their corporate actions;
- 2) measuring and reporting their greenhouse gas emissions; and
- 3) creating complete, compact, and more energy efficient communities.

It is a policy of Council to:

POLICY CC 1.

Uphold Belcarra's commitment to the *BC Climate Action Charter*.

POLICY CC 2.

Develop a 'Climate Action Plan' to support and inform decision-making and reduce the potential long-term costs and impacts associated with climate change.

Climate Change Policies (CC): Greenhouse Gas Reductions

The regional greenhouse gas reduction target is 45% below 2010 levels by the year 2030 with an aspirational target to become carbon neutral by 2050. Metro Vancouver is seeking to achieve these targets by reducing energy consumption and greenhouse gas emissions, creating carbon storage opportunities, and improving air quality from land use, infrastructure, and settlement patterns. A strategic goal of the OCP is to meet the regional greenhouse gas reduction target by 2030. Belcarra recognizes that greenhouse gas emissions are dropping across the region due to building improvements, vehicle energy efficiencies, and lower carbon energy sources like electricity and renewable fuels. The Village is currently undertaking a natural asset management plan to support reductions in greenhouse gas emissions.

Currently GHG emission figures are not collected by the Village however, the OCP identifies many ways in which these emissions will be reduced by the municipality and the community through the policies that follow.

It is a policy of Council to:

POLICY CC 3.

Work towards achieving a 45% reduction in Greenhouse Gas Emissions below the 2010 levels by the year 2030.



Greenhouse Gas Reductions: Building Improvements

It is a policy of Council to:

POLICY CC 4.	Support the B.C. Energy Step Code goal of reaching net zero energy for new construction by 2032.
POLICY CC 5.	Evaluate Belcarra’s BC Energy Step Code requirements periodically.
POLICY CC 6.	Consideration of greenhouse gas reductions for buildings undergoing significant renovations.
POLICY CC 7.	Continue to encourage demolition waste be diverted away from the landfill to the greatest extent possible and continue to encourage recycling and material salvage where possible during the demolition process.
POLICY CC 8.	Continue to encourage infill development through the construction of secondary suites, coach houses, duplexes, triplexes and fourplexes.
POLICY CC 9.	Reduce environmental risk by encouraging best practices for both septic (Type 1) and innovative (Type 2 & 3) sewage disposal systems.
POLICY CC 10.	Continue to permit home-based businesses in residential areas throughout the community.
POLICY CC 11.	Support private homeowner green energy transitions.
POLICY CC 12.	Continue to increase energy efficiency in municipal facilities.

Greenhouse Gas Reductions: Vehicle Energy Efficiencies

It is a policy of Council to:

POLICY CC 13.	Promote low carbon forms of transportation such as walking, rolling, cycling, and public transit consistent with the Metro Vancouver’s Regional Greenways 2050 plan.
POLICY CC 14.	Work with Metro Vancouver to develop the Regional Greenways Network through Belcarra.
POLICY CC 15.	Advocate for more frequent transit service to regional park areas in the summer months to reduce vehicle emissions in Belcarra.
POLICY CC 16.	Expand the active transportation network, making it the most convenient option for short trips within the community that is safe for all users.
POLICY CC 17.	Advocate for the installation of secure bike parking and electric charging stations in Metro Vancouver Regional Parks and at the Village Hall.
POLICY CC 18.	Transition to zero-emissions municipal vehicles by 2040.



Greenhouse Gas Reductions: Low Carbon Energy Sources

It is a policy of Council to:

POLICY CC 19.

Encourage the inclusion of low impact alternative/renewable energy sources (e.g., heat pumps and solar panels) in all new development or significant renovations.

POLICY CC 20.

Encourage heat pump installation such that the noise is reduced for both wildlife and neighbours.

Greenhouse Gas Reductions: Other Greenhouse Gas Reduction Initiatives

It is a policy of Council to:

POLICY CC 21.

Consider future amendments to the Village Zoning Bylaw to encourage compact neighbourhoods with access to commercial facilities, where residents will become less reliant on travelling outside of the community to meet their daily needs.

POLICY CC 22.

Consider best practises to guide the purchase of materials, supplies, and services required by the Village.

POLICY CC 23.

Reduce greenhouse gas emissions associated with landfill operations by reducing the amount of waste and compost going to the municipal landfill site.

POLICY CC 24.

Request provincial support for measuring, monitoring, reporting, and reducing GHG emissions.

POLICY CC 25.

Support residents' BC Climate Action initiatives by providing information on the Village website on the benefits of switching fuel sources for home heating and adopting energy efficient practices.

POLICY CC 26.

Support regional, provincial, and federal initiatives to provide infrastructure for electric and hydrogen-powered vehicles.

POLICY CC 27.

Support local food production on private property to reduce GHG emissions generated by transporting food.

POLICY CC 28.

Publish greenhouse gas reduction material on the Village website for public education.

POLICY CC 29.

Transition to municipal equipment that is powered by electricity by 2040.



4) Mobility (M)

Belcarra's many trails and pathways enable residents to connect with nature. The community's compact form allows residents (and visitors) to explore on foot, bicycle, transit, or with the use of mobility aids. Walking, cycling, and rolling should be more inclusive and safer for all ages and abilities throughout the community.

Active transportation refers to any form of human-powered transportation. Active transportation includes walking, rolling, cycling, jogging, and the use of mobility devices such as wheelchairs, walkers, and strollers. A well-developed active transportation network can help reduce reliance on motor vehicles, thereby reducing traffic and congestion and increasing community health and well-being. Such a network can also improve aging in place and access to recreational opportunities. It is important that active transportation infrastructure (e.g., pathways, trails, bicycle lanes) be safe and comfortable, so people of all ages and abilities can access these benefits. It is equally important that a well-developed active transportation network have multiple connections within a community to support walking, rolling, cycling and the recreational use of trails.

There are currently no commercial facilities in Belcarra which means residents must make extended trips out of the community to access basic necessities. The local road network plays an important role in the community as residents make daily trips for school, employment, shopping, and other services. The local road network accommodates public transit as well as personal vehicles but is not well developed to accommodate pedestrian or non-motorized types of travel safely. Belcarra's Transportation System is shown on **Figure 7 – Transportation Map**.

Belcarra must carefully consider future road upgrades to ensure the road network remains functional, parking is not negatively impacted, and there is enough room for all road users to peacefully and safely coexist.

There are neighbourhoods within Belcarra that cannot be accessed by the existing road network. Between 30 and 40 lots are water-access-only. Proposed vehicle access to some of these properties is discussed below.

Belcarra has a partially developed network of municipal trails and pedestrian corridors that if developed could improve local circulation and connections to the regional greenway network. There is an opportunity to work with other jurisdictions to connect the Belcarra Park Greenway to the proposed Sasamat Greenway in the future. Belcarra's existing municipal trails and pedestrian corridors are shown on **Figure 4 – Parks and Recreation Map**.

Mobility Policies (M): Active Transportation & Trails

It is a policy of Council to:

- | | |
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| POLICY M 1. | Map the existing municipal trails and undertake a study to identify missing links and funding priorities. |
| POLICY M 2. | Include the costs to develop this trail network in the Village's Capital Planning and Budgeting process for public review. |
| POLICY M 3. | Maintain and enhance the existing municipal trail network with consideration to public safety, improved public access to the waterfront and to protection of the natural environment. |
| POLICY M 4. | Provide appropriate end-of-trip facilities for cyclists, such as bicycle storage/racks at key destinations in the community (e.g. Village Hall and renovated community sports court). |
| POLICY M 5. | Collaborate with Metro Vancouver to implement the 2050 Greenway Vision by supporting a new multi-use pathway along the Marine Avenue pedestrian corridor to connect to the Sasamat Greenway in the future. |



POLICY M 6.

Advocate for the provision of appropriate end-of-trip facilities for cyclists in tæmtæmíxʷtæn/Belcarra Regional Park.

POLICY M 7.

Encourage Metro Vancouver to revitalize the road surface of Bowser Avenue and the trail on the north side of Sasamat Lake to permit safer cycling and pedestrian access to the community, while also providing another option for emergency vehicle egress.

POLICY M 8.

Apply for funding from the BC Active Transportation Infrastructure Grant Program or other funding source to develop a “Belcarra Active Transportation Plan” that identifies new pedestrian and cycling routes and required upgrades to existing infrastructure (see also Policy M 23).

POLICY M 9.

Incorporate universal access design when replacing or upgrading road and trail infrastructure to support a wider range of mobility devices and aids.

POLICY M 10.

Integrate trails (e.g., adjacent, separated bicycle lanes) when replacing or upgrading road infrastructure where possible.

POLICY M 11.

Collaborate with the Tsleil-Waututh Nation to identify and develop existing and proposed trails.

POLICY M 12.

Collaborate with the Tsleil-Waututh Nation to implement a wayfinding sign program to identify and provide direction to key destinations. Wayfinding and signage should incorporate traditional Tsleil-Waututh place names.



TransLink’s Community Shuttle Bus — Belcarra 182



Mobility Policies (M): Road Network, Parking and Transit

Mobility issues in Belcarra can be divided into three broad policy areas- local issues, new road development and visitor demand on major regional park facilities. Locally, residents identified a need to improve pedestrian safety, provide additional bus shelters and pedestrian crosswalks and gain more control over vehicles speeding. There was also recognition that provision for a new road to Farrer Cove could be proposed in the future. Regionally, a number of policies are proposed to improve traffic management, parking and transit issues related to these parks that would better protect the Village from the negative impacts of these attractions. The roads system as shown on **Figure 7 - Transportation Map** will continue to function as the road network that is required to handle vehicular traffic over the next 5-to-10-year period.

Road Network, Parking and Transit: Local Issues

It is a policy of Council to:

POLICY M 13.	Continue to designate Bedwell Bay Road as part of the TransLink Major Road Network (MRN) route for Village residents.
POLICY M 14.	Continue to designate Tum-Tumay-Whueton Drive as the only vehicle access road for Belcarra Regional Park picnic area and support the protection of wildlife such as the regionally unique migration of Rough-skinned Newts from road traffic.
POLICY M 15.	Provide temporary resident visitor parking exemptions for weddings, graduations, and community events.
POLICY M 16.	Manage movie industry traffic and parking through the current permitting processes of the municipality and Metro Vancouver Parks.
POLICY M 17.	Discourage resident helicopter use on private land within Belcarra's municipal boundaries as it is not conducive to preserving the peace and tranquility of the community.
POLICY M 18.	Consider making limited, designated parking available for scuba divers at Whiskey Cove.
POLICY M 19.	Allow vehicles that display Sasamat Volunteer Fire Department or 'Coquitlam Search and Rescue' license plates to park in resident-only parking areas in Belcarra in recognition of the important work that these volunteers do for the community.
POLICY M 20.	Support the development of a community ride share program to meet the needs of those who do not drive.
POLICY M 21.	Establish encroachment guidelines to manage use of municipal road allowances by private individuals.



POLICY M 22.

Consider including the following in the development of the Belcarra Active Transportation Plan:

1. options to improve pedestrian safety on Bedwell Bay Road including new crosswalks at Village Hall, at Midden Road, north of Watson Road and other locations as appropriate,
2. additional transit shelters on Bedwell Bay Road at Village Hall, Midden Road, and other locations as appropriate; and
3. options to control vehicle speed on Bedwell Bay Road and other locations as appropriate (e.g., flashing signage, speed camera etc.)

POLICY M 23.

Work with TransLink and other funding sources to obtain funding for safety improvements such as crosswalk enhancements, signage, lighting, and pedestrian crossing flashing warning-light signals.

Road Network, Parking and Transit: New Road Development – Farrer Cove

Currently limited vehicular access to properties located in Farrer Cove (South) and the Evangelical Laymen’s Church (ELC) site is provided via a gated, private, gravel service road off the parking lot for White Pine Beach in t̄əmt̄əx̄w̄t̄ən/ Belcarra Regional Park. Residential vehicle access to the current properties is grandfathered but Metro Parks have advised that this road cannot be used to support future subdivision or any other new residential development at Farrer Cove, or for commercial uses (either on the ELC property or any other Farrer Cove property). An alternative road alignment to Farrer Cove (south) and the ELC property has been proposed and is identified on **Figure 7- OCP Transportation Map**.

Since a portion of the proposed road passes through the regional park and the City of Port Moody the Village acknowledges the new road may not be constructed until numerous legal agreements are in place to determine the actual road alignment, road design standard details, construction funding, ownership, operating and maintenance responsibilities.

The desire to build this road has been recognized by the Farrer Cove residents for many years. Indeed, some baseline and background work has already been undertaken by those residents who have tried on their own to motivate the various levels of government and other stakeholders to support this road building project. However, given the scale and complexity of the endeavour for the benefit of so few individual property owners and the lack of commitment on how the new road would be paid for, there has been a lack of willingness on the part of the other stakeholders to participate in the planning and development of this road.

Primarily for the reasons stated above, the process has relied on the residents’ initiative to move the construction of the road ahead. More recently, the Village has begun to recognize the need to provide some additional housing to meet changing local and future housing needs and that there may be potential tax and amenity benefits of supporting additional development in Farrer Cove which is relatively undeveloped. The potential for Farrer Cove (south) and ELC lands to support additional residential growth is further discussed in the Housing, Community and Land Use section of the OCP.

It is a policy of Council to:

POLICY M 24.

No new roads will be funded by the Village during the period of this OCP.



POLICY M 25.

Notwithstanding Policy M 24 above, the Village will participate in and support an appropriate planning process, initiated and paid for by the owners of Farrer Cove (South) properties, which involves all relevant stakeholders to develop legal road access to this area by:

1. Assisting residents' efforts to obtain public and private funding sources to support the planning and design of this road (e.g., Real Estate Foundation of Greater Vancouver, Van City Foundation, BC Infrastructure Grant etc.
2. Inviting government and other stakeholder representatives to attend relevant meetings.
3. Providing in-kind support for meetings (e.g., the meeting place etc.).

POLICY M 26.

The capital cost to design and build a new road to service Farrer Cove (South) properties will not be borne by the Village and should minimize traffic impacts on existing Village residents in the area.

POLICY M 27.

Consider supporting the site-specific subdivision applications of the Farrer Cove properties able to provide boat only access subject to approval from Fraser Health Authority for domestic water and sewage disposal and after consultation with Metro Vancouver Parks (see Special Study Area 2 in Housing, Community and Land Use Designations section).

Road Network, Parking and Transit: New Road Development – Local

It is a policy of Council to:

POLICY M 28.

Ensure future road upgrades or replacement projects carefully consider impacts on the stormwater drainage network.

POLICY M 29.

Require new roads and/or road upgrades to be funded by landowners through the rezoning or future development permit process.

Road Network, Parking and Transit: Regional Park Traffic

It is a policy of Council to:

POLICY M 30.

Encourage the development of a 'Visitor Use Management Strategy' for parking and traffic management to be prepared by Metro Vancouver for regional parks that considers the effects of visitor use on ecological, physical, and experiential conditions.

POLICY M 31.

Collaborate with Metro Vancouver, City of Port Moody, BC Parks, and TransLink to find solutions to traffic, congestion, and parking problems caused by visitors to təmtəmişʷtən/Belcarra Regional Park and Say Nuth Khaw Yum/Indian Arm Provincial Park.

POLICY M 32.

Collaborate with Metro Vancouver, City of Port Moody and TransLink to optimize transit service to Belcarra and təmtəmişʷtən/Belcarra Regional Park by providing improved alternatives to private vehicle use.

POLICY M 33.

Continue to restrict regional park visitor parking to locations outside the residential areas of the Village.



POLICY M 34.	Ensure that picnic grounds visitor parking is located south of Bedwell Bay Road and Midden Road to prevent park visitors from travelling through the community residential areas.
POLICY M 35.	Install welcoming signage such as: ‘transit, bicycles and pedestrians welcome’ in the Village.
POLICY M 36.	Express concern to Metro Vancouver Parks regarding the impact of overflow parking on the safety of bicyclists using Tum-Tumay-Whueton Drive.
POLICY M 37.	Support electric vehicle charging stations for regional park visitors and for MV employees who park at the MV Park Works Yard.
POLICY M 38.	Support enforcement of marine traffic speed limits, wake management, noise management and policing on the waters of Indian Arm and Bedwell Bay — needed to manage excessive speeds of boats and jet-skis in these high-use recreation areas.
POLICY M 39.	Support Metro Vancouver–Tsleil-Waututh Nation partnerships that provide low-environmental-impact rentals — such as electric bicycles, paddleboards, and kayaks — within təmtəmişʷtən/Belcarra Regional Park.
POLICY M 40.	Support Metro Vancouver–Tsleil-Waututh partnerships that provide increased food service opportunities within təmtəmişʷtən/Belcarra Regional Park.
POLICY M 41.	Support efforts by Port Moody and Metro Vancouver to reduce peak summer-time use of private vehicles travelling to Belcarra Regional Park recreation areas (Sasamat Lake and Belcarra picnic grounds) and restrictions on parking along Bedwell Bay Road.
POLICY M 42.	Support efforts on prioritizing rideshare, transit, and bicycle (including electric bikes) access to Belcarra Regional Park.
POLICY M 43.	Support the use of taxis and private ride-hailing services.

Mobility Policies (M): Water-Access-Only Properties

It is a policy of Council to:

POLICY M 44.	Continue to consider water access as an acceptable form of legal access for new site-specific subdivisions where public road access may not be possible.
POLICY M 45.	Continue to support the existing location used for launching small boats to access residential properties in Farrer Cove North and other properties near Twin Islands until such time as a new location on public land can be provided. (See HCLU Policies 11 & 14)



5) Municipal Infrastructure (MI)

Belcarra is a semi-rural community with varying levels of municipal infrastructure and servicing. Most residents enjoy municipal water services and rely on private septic systems to manage liquid waste. Residents also enjoy solid waste, recycling, and composting services provided by the municipality. Belcarra’s level of municipal infrastructure and servicing is consistent with municipalities of its size and nature across the province.

Municipal Infrastructure (MI): Asset Management and Infrastructure Planning

Belcarra owns and manages a significant portfolio of infrastructure assets. These assets include: roads; the municipal water system; stormwater network (ditches, culverts and storm water mains); the Village Hall; the Public Works facilities and other assets that must be maintained and periodically replaced. In addition, it is Belcarra’s responsibility to monitor community needs and plan for new municipal infrastructure in the future. Planning for the maintenance of existing assets and the provision of future assets may require significant capital expenses that will require Council leadership and community consultation. The Integrated Long-Term (15 year) Financial Plan & Asset Management Plan will guide these future Council decisions.

It is a policy of Council to:

- | | |
|---------------------|---|
| POLICY MI 1. | Ensure that municipal infrastructure is functional and in good working order. |
| POLICY MI 2. | Implement the ‘Asset Management Plan’ to track the maintenance and lifespan of existing municipal assets and update regularly to identify the need for replacement and additional infrastructure or assets in the future. |
| POLICY MI 3. | Work with neighbouring jurisdictions to understand where there may be opportunities to partner in the delivery of capital projects or upgrades that can benefit Belcarra residents. |
| POLICY MI 4. | Update the Fees and Charges Bylaw to manage any private encumbrances on municipal lands. |
| POLICY MI 5. | Ensure that municipal assets and service delivery levels are aligned with community goals and financial sustainability. |
| POLICY MI 6. | Utilize the GIS system to support implementation of the Asset Management Plan. |



Belcarra Municipal Hall

6) Financial Sustainability (FS)

The Belcarra Council recognizes the importance of managing and sustaining the Village’s assets and infrastructure to create a sustainable and balanced community and has prioritized Asset Management as a key strategic goal to be included in Belcarra’s Long Term Financial Plan.

Belcarra will be facing the need to build new or replacement facilities and infrastructure in the future. Most of the needs and how the Village intends to pay for them are identified and discussed in detail in the Integrated Long-Term (15 Year) Financial Plan & the Asset Management Plan and the new OCP will be used to further inform them where appropriate. These first two documents and recent Council actions address issues with respect to the municipal water system and therefore are not addressed in this Plan.

There is however one community facility that will need replacement in the short term and for which Belcarra does not have full financial control over. This facility is the Belcarra Fire Hall which falls under the Metro Vancouver umbrella. The Sasamat Volunteer Fire Department has a Board of Trustees made up of 3 Belcarra Council members and 3 Anmore Council members, plus an independent member. Funds for operations and capital expenses are collected through tax requisition from Metro Vancouver. Given this situation this matter is also not directly addressed in this Plan.

Notwithstanding the need for financial prudence given the small and exclusively residential tax base of Belcarra, the recent distribution of one-time funds from the province’s “Growing Community Fund” could provide the opportunity for the municipality to realize several of the policy directions referred to in this OCP without tax implications. The Growing Community Funds are available to pay for projects related to public drinking water systems, emergency management equipment and facilities, active transportation amenities and recreation facility upgrades to name some of the types of projects this funding could be used for in Belcarra.



It is a policy of Council to:

- POLICY FS 1.** Continue to work on the implementation of the Integrated Long-Term (15 Year) Financial Plan and the Asset Management Plan as a key means to ensuring financial sustainability for the municipality and strive to update those two plans at least once every five years.
- POLICY FS 2.** Continue to make contributions to the Capital Asset Reserve Fund to address the municipality's infrastructure replacement costs as part of the 15 year financial planning.
- POLICY FS 3.** Develop appropriate operation and maintenance programs that ensure the maximum life of municipal infrastructure, reduce frequency of infrastructure replacement, and facilitate proper functionality of the infrastructure.
- POLICY FS 4.** Ensure that infrastructure decisions are based on a full life-cycle cost accounting analysis.
- POLICY FS 5.** Ensure that new community amenities and services are aligned with the financial resources of the Village.
- POLICY FS 6.** Consider allowing for modest residential growth and flexibility with respect to the use of residential land as a means to provide additional revenue to meet the future financial obligations of the Village.
- POLICY FS 7.** Support the future replacement of the Belcarra Fire Hall and support Metro Vancouver's efforts to budget for this new facility.
- POLICY FS 8.** Encourage subdivision and development applicants to consider the financial implications to the Village as a result of new development and require subdividers and developers to assume responsibility for the costs associated with system and service upgrades to accommodate new development.

Financial Sustainability Policies (FS): Water

Belcarra's municipal water system is a combined system for potable water and fire protection. Most individual properties are serviced by a municipal water system however there are still a number of central properties that continue to rely on private wells. The District of North Vancouver (DNV) supplies the water through a marine pipeline that crosses Indian Arm from Strathcona to Midden Road. The Village is actively seeking methods to increase storage capacity for both daily use and for fire protection. Belcarra's municipal water system includes a series of water mains, reservoirs, and hydrants, as shown on **Figure 8 – Water Infrastructure Map**.

It is a policy of Council to:

- POLICY FS 9.** Use SCADA (Supervisory Control and Data Acquisition system) to measure the demand on (and capacity within) the municipal water system, to monitor real-time data directly, interact with water system sensors, valves, pumps, motors and monitor water levels remotely in Tatlow Reservoir during fire calls.



POLICY FS 10.

Continue to allow residential private wells and community water systems subject to the Drinking Water Protection Act and Regulation, and approval by Fraser Health Authority.

POLICY FS 11.

Promote the reduction of community water consumption through outdoor water use restrictions and future water metering.

POLICY FS 12.

Update the Fees and Charges Bylaw to encourage water conservation through a new fee structure for water.

POLICY FS 13.

Continue to publish water conservation information on the Village website for public education.

POLICY FS 14.

Support use of surface water (streams) for domestic water consumption for the subdivision of properties that do not have access to the municipal water system subject to compliance with applicable enactments and obtaining approval from the Fraser Health Authority.

Water: Unserviced Properties

Belcarra has some unique properties that are not serviced by the municipal water system, and only accessible by water transportation. It is not envisioned these properties will be serviced by municipal domestic water within the next five years. In addition, there are many households in the Village that continue to get their water from wells, and those property owners rely on the controls and oversight of the Village and the Fraser Health Authority to maintain their water quality.

Financial Sustainability Policies (FS): Stormwater

Many areas of Belcarra are serviced by an open drainage system of ditches that convey stormwater to local creeks and streams. The drainage system allows stormwater to infiltrate the ground, thus slowing the flow of stormwater. Belcarra's open drainage system is an asset as it provides habitat for a variety of aquatic life and serves to filter contaminants out of stormwater runoff. Other forms of mitigation such as bioswales and raingardens also provide similar benefits and should be considered where appropriate.

It is a policy of Council to:

POLICY FS 15.

Adopt an 'Integrated Stormwater Management Plan' that considers the Burrard Inlet Water Quality Objectives and Burrard Inlet Action Plan to guide growth, development, and construction of drainage infrastructure in the municipality.



Financial Sustainability Policies (FS): Liquid Waste

Belcarra is a rural area of Metro Vancouver characterized by shallow soils underlain by glacial till and fractured bedrock. Severe slopes also restrict the use of on-site sewage disposal systems. Where sewage disposal systems are used, there are concerns about the long-term impacts on water resources, especially in community watershed areas, in areas of domestic or licensed surface water supply, on ground-water resources, and on surrounding marine waters.

Belcarra is located outside of the Metro Vancouver Urban Containment Boundary and, as stated in the Metro 2050 RGS, the Metro Vancouver Sewerage and Drainage District will not extend regional sewage services to rural areas. Belcarra does not have community wastewater collection and treatment systems, and instead relies on ground disposal of effluent from septic systems on private residential lots, or via shared septic fields. The level of growth and development required to make community septic systems cost effective is not envisioned to occur within the next ten years.

Private residential sewage systems are subject to permit and regulation by either the Ministry of Health via the Fraser Health Authority (FHA) under the Public Health Act, or by the Ministry of the Environment and Climate Change Strategy. It should also be noted that sewage disposal permits are exclusively issued under the authority of the Provincial Government and FHA and are not a discretionary matter for the municipality.

It is a policy of Council to:

POLICY FS 16.

Continue to support the requirement that individual residential properties obtain a sewage disposal permit from the Fraser Health Authority as a prerequisite to obtaining a municipal building permit.

POLICY FS 17.

Support subdivision applications where the new parcels created can obtain approval for domestic water and sewage disposal from the Fraser Health Authority and meet subdivision standards.

POLICY FS 18.

Support the Fraser Health Authority's efforts to manage and treat liquid waste by processes that are consistent with the B.C. Sewerage/Subdivision Best Practice Guideline.

POLICY FS 19.

Support the Fraser Health Authority's efforts to ensure that the nature and scale of development does not exceed the natural capacity of the land to absorb liquid waste where on-site sewage disposal systems are used.

POLICY FS 20.

Work with Federal and Provincial authorities to ensure that Belcarra's fresh and saltwater resources are protected from liquid waste contamination resulting from human activity.

POLICY FS 21.

Work with Federal and Provincial authorities to ensure that all liquid hazardous wastes are collected and disposed of according to regulatory requirements.



Financial Sustainability Policies (FS): Solid Waste & Recycling

Belcarra has a community Waste and Recycling Depot (WARD) that accepts solid waste, organics, and recyclable materials.

It is a policy of Council to:

POLICY FS 22.	Promote becoming a zero-waste community by 2040 through public education and civic leadership.
POLICY FS 23.	Support public initiatives to reduce consumption and promote recycling and composting within the community.
POLICY FS 24.	Implement “Reuse Days” so residents can put unwanted household items by the curb for others to pick-up.
POLICY FS 25.	Install measures such as bear proof garbage containers to avoid wildlife conflicts at the community waste and recycling depot.
POLICY FS 26.	Lead by providing recycling and composting opportunities at municipal facilities.
POLICY FS 27.	Publish information regarding waste management, recycling, and composting materials on the village website for public education.

7) Housing, Community & Land Use Designations (HCLU)

The OCP includes seven land use designations: 1) Residential; 2) Future Residential; 3) Commercial; 4) Conservation and Recreation; 5) Civic Institutional; 6) Civic Marine; and 7) Natural Tidal. These land use designations are shown on **Figure 9 – OCP Land Use Designations Map**.

Housing, Community & Land Use Designation Policies (HCLU): Residential

Residential areas are those that consist primarily of single-family homes, some with secondary suites and coach houses. The community expressed a desire to preserve these low-density forms of housing and Belcarra's semi-rural character. Residential zones already permit various housing forms, including secondary suites, coach houses, while some allow for more than one dwelling on a single property. However, the multi-unit opportunities are limited to the “boat access” only parts of the Village (RM-1 and RM-2). While new residential development is expected to look a lot like existing residential development in terms of its form, character, and scale the intent moving forward is to provide a wider mix of housing options that better meet the needs of aging residents, provide some more affordable housing for young families and renters while making the most efficient use of municipal infrastructure.

Belcarra’s Housing Needs Assessment identified a small but on-going demand for new single-family dwellings. It is expected that this demand can be met by the subdivision of existing large lots or the development of the few remaining vacant lots for the period of this OCP. The Assessment also identified a large and growing demand by current residents for smaller more manageable and accessible housing and noted the need for affordable and rental housing to provide a better



balance of housing stock in the community. The Assessment also noted a significant number of existing households were comprised of either one or two person households. This situation may lead to a mini population boom in the coming years as existing residents age out of the community and younger couples with children move in. This transition might also trigger a building boom as the older, small summer cottages are torn down and replaced with much larger single occupancy housing currently permitted under existing zoning. Current rental housing stock is protected by the Residential Tenancy Act.

Overall, Belcarra's housing stock must diversify to provide options that meet a growing variety of space, mobility and special needs of both current and future residents. Aging in place and provision of seniors independent living policies are intended to serve the Village's special housing needs. In late 2023, new provincial legislation was adopted to direct municipalities to address just these types of housing issues. And while primarily intended for larger, more urban municipalities these provincial directives also support the direction needed to address Belcarra's housing issues too. Any changes necessary to comply with this new legislation will be addressed in the proposed review of the Zoning Bylaw.

There are a number of issues and concerns that arise when future residential development is contemplated in Belcarra. These issues and concerns include:

- Creation of small residential lots to meet the housing needs of current aging residents and to provide more affordable housing, is not encouraged under the current zoning bylaw subdivision requirements;
- Zoning that allows very large houses (5800 to 9200 sq. ft.) to be built for a single household;
- Zoning that only allows for either one secondary suite or one coach house per lot despite large lot and house sizes;
- Zoning that restricts development of duplexes and multi-house properties to areas of boat access only which can create financing problems for owners to develop;
- A need to consider some type of multi-unit development to provide independent living for senior residents wanting to stay in the community;
- Reliance on future development of "Residential Reserve" areas of Crown land now designated as watershed (**see Figure 9 - Land Use Designations**);
- Reliance on the property owners in Farrer Cove to provide legal road access to support possible further subdivision of the RM-2 and CI-1 zoned lands; and
- Uncertainty with respect to the future use and development of the ELC lands (ex-Camp Howdy) which is now zoned Civic Institutional (CI-1);
- Reviewing the terms of the "1983 Village- GVRD Agreement Package" with Metro Vancouver and other stakeholders including the Tsleil-Waututh Nation and Province of BC.

There are a wide range of housing options that could address Belcarra's current and future housing needs. Some of these are listed below:

- Consider lot size as the determinant for the number of separate living units allowed on a RS-1 lot. For example: allowing both a secondary suite and a coach house or 2 suites and 1 coach house on RS-1 lots over 8000 sq. ft.; allowing strata duplex, triplex or fourplex on RS-1 lots on a graduated scale of lot size for those lots over 10000 sq. ft., subject to rezoning approval, to increase rental stock and address the need for smaller, more affordable units.
- Consider providing incentives for the inclusion of secondary suites and coach houses as a means to add to the rental stock in the community.
- Consider limited lot consolidation in the RS-1 zone or creating a designated site in the "Residential Reserve" lands to allow development of a multi-unit seniors independent living complex that could take the form of small cottages with



shared common facilities (e.g., Abbeyfield development) or a co-housing style development should negotiations allow residential development of these lands or a land assembly is undertaken by private initiative to meet the Village’s special housing needs in the future.

- Consider reducing lot size for subdivision from 0.5 ac to 0.25 ac or possibly even smaller in the RS-1 zone to better reflect the existing subdivision patterns and to create a greater range of housing sizes and types where large lot sizes would allow gentle densification while retaining the natural Village character.
- Consider reducing lots size for subdivision from 1.0 ac to 0.5 ac or even smaller in the RM 2 and part of the CI 1 zones should legal road access be created to service the Farrer Cove community and a Subdivision Master Plan is adopted by Council.
- Consider support for development of a resident-initiated Subdivision Master Plan for Farrer Cove South and possibly part of the ELC property.

It is a policy of Council to:

POLICY HCLU 1.	Consider supporting the development of residential homes and consider, on a case-by-case basis, site-specific subdivision of properties within areas designated “Residential” on Figure 9 – Land Use Designations Map subject to sewage disposal approval by the Fraser Health Authority and other relevant conditions of development.
POLICY HCLU 2.	Review the Zoning Bylaw and subdivision requirement to identify opportunities to create some smaller lots, smaller house sizes and more flexibility in the number of accessory uses permitted on each lot as generally described above and in policies HCLU 5 and 6 below.
POLICY HCLU 3.	Consider siting relaxations and floor space exemptions to allow the renovation of existing homes to accommodate aging residents needing ramps, railings, chairlifts, elevators, etc., that facilitate aging-in-place and apply to developer-led new construction projects that include adaptive housing features.
POLICY HCLU 4.	Consider allowing an additional coach house or secondary suite on the larger lots in the RS1 zone where sufficient on-site parking can be provided and a sewage disposal permit can be obtained from the Fraser Health Authority.
POLICY HCLU 5.	Consider supporting duplex, triplex or fourplex forms of development in the RS-1 zone to encourage affordable housing where lot sizes are appropriate, the proposed building is similar in height and scale to the surrounding homes, sufficient parking is provided to meet the needs of the uses on the property, and the character of the Village is maintained.
POLICY HCLU 6.	Consider supporting a limited number of rezoning applications to support development for seniors independent living or that provides active play space for children or major trail connections, subject to obtaining a sewage disposal approval from the Fraser Health Authority.
POLICY HCLU 7.	Develop Design Guidelines for Low Density Multi-dwellings to ensure new housing fits into the neighbourhood and preserves and enhances the semi-rural character of Belcarra.



POLICY HCLU 8.

Follow the “Parkland Acquisition Best Practices Guide” to exercise Council’s right to accept 5% of land proposed for subdivisions creating three or more lots or payment in lieu.

POLICY HCLU 9.

Continue to ensure residential development provides adequate space for parking to avoid the need for on-street parking.

Housing, Community & Land Use Designation Policies (HCLU): Future Residential

Beyond the incremental re-development of existing residential neighbourhoods there are two areas within the Village boundary that have been identified as having potential to create new housing opportunities. The first of these sites is Provincial Crown land identified as Area B of Parcel 48 and the Senkler Road East parcel in the 1983 Village-GVRD Agreement Package. These lands are estimated to be approximately 20 acres in Area B and 5 acres in Senkler Road East and could provide a sufficient number of building sites to meet foreseeable future housing needs even after accounting for topography, environmental sensitivities, service, and access requirements. These areas could provide an opportunity to build more diverse housing types and to accommodate some seniors friendly housing. The second area identified is Farrer Cove where there is substantial potential to create additional housing through subdivision of 15 large lots and possibly a portion of the ELC site. Development at either of these locations is complex and uncertain but warrant further study beyond the scope of the OCP.

Future Residential: Special Study Area 1

The ‘Future Residential’ land use designation indicated on **Figure 9 - OCP Land Use Designations** identifies areas of Crown land to be developed for housing as envisioned in the 1983 Village-GVRD Agreement Package. This is identified as “Special Study Area 1” also on **Figure 9**. The largest parcel of Crown land is located south of the BC Hydro powerline right-of-way and is currently designated “Watershed” in the OCP and zoned R-1 as lands required for either the supply of domestic water or for future park use. In the Metro 2050 RGS this land is designated as “Park and Conservation”. The smaller parcel on Senkler Road is designated as “Rural” in the MV 2050 Plan and is divided in half with one part being zoned P-1 Regional Park and the other as RS-1 one Family Zone. These conflicting land use designations will need to be resolved through future negotiations as discussed below.

The Village is relying on the development of housing on these previously agreed upon parcels to diversify its housing stock and met future housing demand generated by regional growth and an aging population. However, significant changes to the socio-political and environmental landscapes since 1983 may make it difficult to develop these parcels as intended. These changes include first and foremost recognition that these are Crown lands located in the traditional territory of the Tsleil-Waututh. As well, the environmental value of these parcels, the impact of any development on the watershed and down slope geomorphology has yet to be determined and the exact boundaries of the parcels are yet to be surveyed. Lastly, Metro Vancouver’s continued support for the 1983 Village-GVRD Agreement has yet to be confirmed. Even if Metro Vancouver staff agree to the change of use, a public hearing and the approval of the Regional Board will be required. Should Village Council wish to proceed with the goal of developing these parcels identified as Future Residential on **Figure 6 –Metro Vancouver Land Use Designations Map**, it will have to initiate a process of negotiation by approaching:

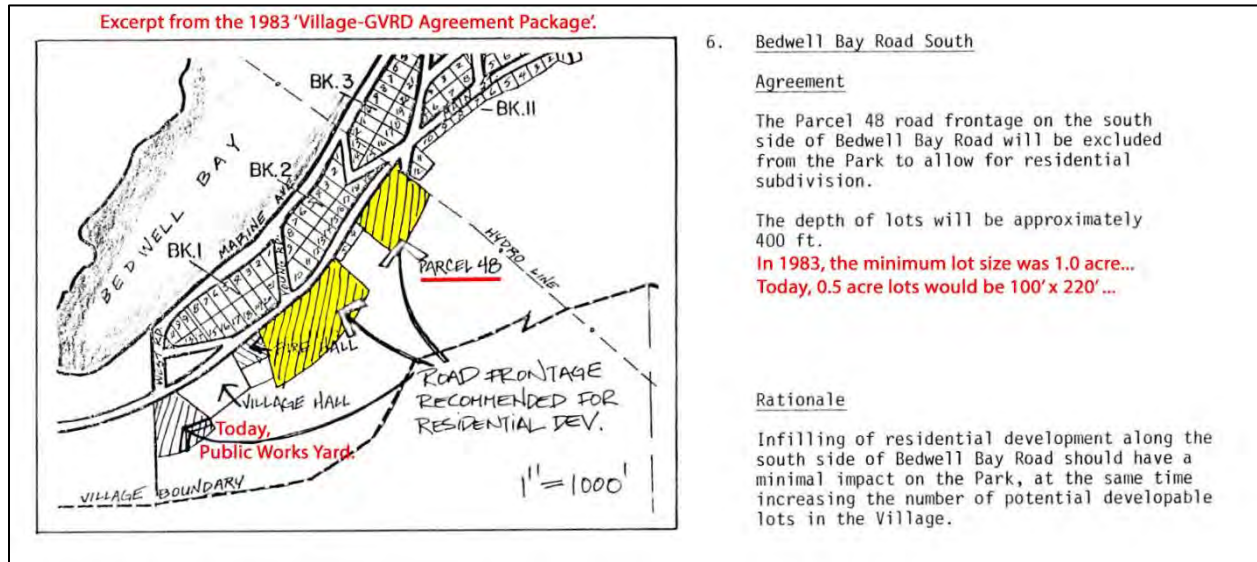
- (a) Metro Vancouver requesting that the Metro 2050 RGS be amended to change the areas from a ‘Regional Conservation and Recreation’ Land Use Designation to a ‘Rural Land’ Use Designation for future residential development consistent with the 1983 Village-GVRD Agreement Package; and
- (b) BC Ministry of Land, Water and Resource Stewardship to seek their guidance regarding the Ministry’s approval process and how best to engage the Tsleil-Waututh in this decision-making.

In the fullness of time, should these negotiations be successful, the Village could then decide what type of housing best meets community housing needs and how that development could minimize disruption to existing residents.

It is a policy of Council to:

POLICY HCLU 10.

Initiate negotiations with Metro Vancouver, Provincial authorities and the Tsleil-Waututh with the goal of identifying suitable Crown lands for future residential development as identified in the “1983 Village-GVRD Agreement Package”.



Future Residential: Special Study Area 2

Figure 9- OCP Land Use Designations indicates that part of Farrer Cove is included in *Special Study Area 2*. The lots owned by individual residents in *Special Study Area 2* are designated *Residential* and zoned Farrer Cove (South) zone (RM-2). This zoning permits the development of a Duplex Residential Use or two Single-Family Residential Uses on residential land that is at least 2 acres (0.8 hectares) or the development of a Single-Family Residential Use. All properties are legally considered as “Water Access Only” however there is limited vehicle access provided to owners of the existing lots by MV Parks via a private gravel road that extends off the White Pine Beach parking lot in Belcarra Park.

The status of this road and the need to create a new legal road access for both current and future residents of Farrer Cove South is discussed in the Mobility section of the OCP. Once the road access matter is resolved it is expected that further subdivision activity may occur in Farrer Cove South. Depending on the interest displayed by these owners, and the number and size of the properties involved, there may be opportunities to design a more complete neighbourhood than would be possible by individual ad hoc subdivisions.

A master plan to guide future subdivision of this area could provide additional amenities such as shared driveways to retain tree cover, integrated pathways, shared waterfront access and perhaps even a new neighbourhood park with some play apparatus. This sort of concept could increase property values and also benefit the municipality who could coordinate this plan in such a way as to obtain a new neighbourhood park space and collect funds to equip it from the requirement that new subdivisions creating three or more lots must dedicate 5% of the land or 5% of the value of the land to the municipality, at its discretion, to use for park purposes.



Once the road access issue is addressed;

It is a policy of Council to:

POLICY HCLU 11.

To encourage resident owners and ELC representatives to work together to develop a Subdivision Master Plan that considers alternate forms of housing and increased density in the Special Study Areas.

POLICY HCLU 12.

In the absence of a Subdivision Master Plan consider supporting reducing the minimum lot size to 0.5 acres (0.2 ha) subject to domestic water and sewage disposal approval by Fraser Health Authority.

POLICY HCLU 13.

Where a new access road traverses a property within the Farrer Cove (South) area and in so doing would render the size of a lot in a future subdivision to be less than 0.50 acres (0.20 ha), Council may consider a site-specific rezoning application to accommodate the creation of such a lot.

POLICY HCLU 14.

Exercise its discretion as to whether to accept land for park or payment-in-lieu for subdivision applications involving the creation of three or more new lots in this Special Study Area.

Future Mixed Use: Special Study Area 3

The lots owned by the ELC are designated and zoned for Civic and Institutional uses. In the past, the previous owners of this property have also proposed subdividing to create approximately 80 housing units. Current owners are using the property to support a tearoom and bakery and have plans for a commercial development on approximately 20% of the site. This proposed new commercial development will be accessed only by water. The designation of the ELC property as Special Study Area 3 will provide some flexibility as the owners have not indicated what they intend to do with the rest of the property. Given this uncertainty, it makes sense to allow for their participation with the adjacent Farrer Cove properties in resolving the road issue and allowing future consideration of residential development for the remaining lands.

It is a policy of Council to:

POLICY HCLU 15.

Continue to consider the Evangelical Layman's Church proposed development and encourage the ELC owners to participate in the process to develop new road access and create a Subdivision Master Plan with the Farrer Cove residents.



Housing, Community & Land Use Designation Policies (HCLU): Commercial

The 'Commercial' land use designation is new, and no lands have been identified for commercial uses on the attached maps. The new Commercial land use designation reflects the community's desire not only to create a community gathering place but also to become a greener and more sustainable Village where is not necessary to drive to another community to meet daily needs. Residents support small-scale retail, and low-impact tourism uses that provide services to residents and visitors. Examples of small-scale retail and low-impact tourism uses include cafes, small neighbourhood corner stores, and/or specialty grocery stores. A new commercial land use designation should encourage businesses that serve the needs of the community, but it is also acknowledged that the small Village population and limited parking available for visitors may make commercial development difficult to realize. Given this uncertainty Belcarra may be willing to consider the use of a Temporary Use Permit to test the viability of a particular business.

However, it may be possible to encourage provision of some commercial services by creating a more flexible approach to home-based businesses. This could reduce vehicle trips out of the community to obtain day-to-day necessities and reduce the community's carbon footprint.

This may be achieved by allowing:

- exterior alterations to dwellings to create separate business entrances so long as the character of the Village is maintained;
- retail uses as a primary business function;
- up to two businesses per dwelling and up to 4 employees (providing adequate parking on-site); and
- an increase in the size that the home-based business(es) could occupy to a space compatible with that allowed for a secondary suite (approximately 1000 sq.ft.).

It is a policy of Council to:

POLICY HCLU 16.

Approach the SFU or UBC Schools of Business or other similar institution to undertake a Commercial Viability Assessment study to identify viable business opportunities in Belcarra.

POLICY HCLU 17.

Update the Zoning Bylaw to provide guidelines for potential commercial uses identified in the commercial Viability Assessment Study or elsewhere and consider supporting future rezoning for development that is appropriately located, primarily serves local needs and provides local employment.

POLICY HCLU 18.

Review and amend the definition and regulation of home-based businesses in the Zoning Bylaw to consider allowing convenience retail sales and to better support local business opportunities.

POLICY HCLU 19.

Consider support for applications for temporary use permits to support development of local serving commercial activities.

POLICY HCLU 20.

Support small-scale commercial development in parks, such as kayak rentals, concession stands, and food trucks.



Housing, Community & Land Use Designation Policies (HCLU): Conservation & Recreation

The ‘Conservation and Recreation’ designation is intended to protect environmentally sensitive areas and guide recreation in Belcarra’s regional and provincial parks.

It is a policy of Council to:

- POLICY HCLU 21.**

Collaborate with Metro Vancouver, Tsleil-Waututh Nation and BC Parks on park planning initiatives within təmtəxíxʷtən/Belcarra Regional Park and Say Nuth Khaw Yum/Indian Arm Provincial Park.
- POLICY HCLU 22.**

Connect existing Village community trails to regional park trail networks as identified in the Metro Vancouver’s Regional Parks Plan (2022) and Regional Greenways 2050.
- POLICY HCLU 23.**

Advocate preservation of lands designated Conservation and Recreation by Metro Vancouver within Belcarra Regional Park subject to the resolution of uses permitted in Parcel 48 as noted in the Village-GVRD Agreement (1983) and in Policy HCLU 10.
- POLICY HCLU 24.**

Require the dedication of land or payment in lieu for a new neighbourhood park space in the Farrer Cove area as a condition of a proposed subdivision.

Housing, Community & Land Use Designation Policies (HCLU): Civic Institutional

The ‘Civic Institutional’ designation is intended to accommodate civic uses that are essential to the community. Within Belcarra, these civic uses include the Village Hall, fire hall, multi-sport court, public works yard, and waste and recycling depot. These civic uses are identified on **Figure 10 – Community Facilities Map**. (Note: The multi-use court is a municipal community facility under a 25-year licence from Metro Vancouver with an option for an additional 25 years and is designated as “Civic Institutional” on the land use designation maps within the OCP.)

The multi-sports court is in disrepair and needs restoration to be useful to the community again. This facility once was a centre of community social and recreational activity run by the community itself. When re-vitalized, the facility could represent one of the few opportunities to create (or re-create) a place where residents can gather to play and socialize. A restoration plan is needed to restore this facility and to provide possible other sports activities such as basketball, pickleball, horseshoes and bocci. The municipality could also initiate discussions with community members to see if there is a renewed interest in operating this facility.

It is a policy of Council to:

- POLICY HCLU 25.**

Consider permitting the development (or redevelopment) of civic uses within areas designated ‘Civic Institutional’ on **Figure 9 – OCP Land Use Designations Map**.
- POLICY HCLU 26.**

Renovate and improve the existing multi use court and assess the Village’s need for additional space to accommodate new civic uses.



- POLICY HCLU 27.** Consult with Metro Vancouver and the Sasamat Volunteer Fire Department about their existing and anticipated space needs and support Metro Vancouver’s efforts to acquire land to accommodate expansion as required.
- POLICY HCLU 28.** Work with utility providers to accommodate new services as required.

Housing, Community & Land Use Designation Policies (HCLU): Civic Marine

The ‘Civic Marine’ designation applies to the foreshore and riparian lands along Marine Avenue. These areas, where recreational wharves are located, are critical components of the terrestrial and marine ecosystems. These areas must be carefully managed to ensure their environmental integrity is not compromised. The VFPA is not accepting new dock development in Bedwell Bay while this important conservation research is undertaken.

It is a policy of Council to:

- POLICY HCLU 29.** Collaborate with Tsleil-Waututh Nation to promote public education potentially through the design and installation of interpretive signage around Bedwell Bay.
- POLICY HCLU 30.** Develop a public education program to raise awareness of Bedwell Bay’s sensitive marine environment and riparian habitat.
- POLICY HCLU 31.** Maintain Belcarra's invasive species control program along Marine Avenue.
- POLICY HCLU 32.** Prioritize planting native species appropriate to the foreshore area around Bedwell Bay.
- POLICY HCLU 33.** Support Vancouver Fraser Port Authority habitat enhancement opportunities such as boulder clusters and cobble beds for habitat complexity.
- POLICY HCLU 34.** Support Vancouver Fraser Port Authority identification of 'no-go' zones for specific environmentally sensitive areas to minimize disturbance of the foreshore intertidal habitat and shallow subtidal eelgrass or kelp beds by users.
- POLICY HCLU 35.** Support Vancouver Fraser Port Authority designation of a “no anchoring” zone at the head of Bedwell Bay to protect the eelgrass beds from damage due to recreational boats anchoring.
- POLICY HCLU 36.** Identify, and improve, if necessary, designated public waterfront / beach accesses to discourage uses in areas subject to erosion and vegetation loss.



Housing, Community & Land Use Designation Policies (HCLU) Policies: Natural Tidal

Lands designated 'Natural Tidal' reflect those designated as "Important Environmental Areas" by the Vancouver Fraser Port Authority (VFPA). These areas hold significant environmental value to both the upland terrestrial environment and the marine environment. These intertidal zones are important habitats for fish and birds. These zones are also key areas for food and shelter for other plant and animal life and VFPA prohibits the development of new recreational docks in these areas.

It is a policy of Council to:

POLICY HCLU 37.

Support the Vancouver Fraser Port Authority to ensure natural tidal areas are protected for their environmental and intrinsic value.

POLICY HCLU 38.

Consult the Vancouver Fraser Port Authority to ensure the designation of natural tidal areas remains current.

8) Communication, Collaboration, and Reconciliation (CCR)

Belcarra is located on the traditional territory of Tsleil-Waututh Nation in təmtə́míxʷtən (Belcarra). As well, the Province of British Columbia, Metro Vancouver, and the Vancouver Fraser Port Authority have jurisdiction over specific lands within the Village boundaries. TransLink (the regional transit authority) provides transit service to the community, and Belcarra shares municipal boundaries with the City of Port Moody and the Village of Anmore. As such, it is important that Belcarra maintain strong working relationships with its neighbours, agencies, and more other levels of government. These relationships must be built on respect, trust, and ongoing communication and dialogue.

Belcarra is home to roughly 700 residents who care deeply about their community. Belcarra residents are engaged, involved, and eager to learn more about municipal affairs. Belcarra residents are advocates for open communication and transparent decision-making and support a governance model grounded in meaningful engagement. The following policies provide a framework for communication, engagement, and decision-making with respect to land use planning and other municipal matters.

Communication, Collaboration, and Reconciliation Policies (CCR): Relationship with Tsleil-Waututh Nation

Reconciliation will only happen when respect is earned, knowledge is shared, and meaningful communication is established. Belcarra's current residents share many of the same stewardship goals with the Tsleil-Waututh and this OCP provides many ways to work together to achieve these shared goals.

It is a policy of Council to:

POLICY CCR 1.

Strengthen relationships with Tsleil-Waututh Nation by meeting government-to-government on a regular basis.

POLICY CCR 2.

Collaborate and partner with Tsleil-Waututh Nation to develop protocols for communication related to land use matters and to identify and protect places of cultural and historical significance.



POLICY CCR 3.

Consider the referral of Official Community Plan updates, major land use and development proposals to Tsleil-Waututh Nation for consultation and review.

POLICY CCR 4.

Honour Tsleil-Waututh traditions, culture, and knowledge through place-making, and wayfinding projects.

**Communication, Collaboration, and Reconciliation Policies (CCR):
Relationships with Neighbouring Jurisdictions and Government Agencies**

It is a policy of Council to:

POLICY CCR 5.

Strengthen relationships with municipalities within the Northeast sub-region (Anmore, Port Moody, Coquitlam, and Port Coquitlam) by meeting with their Chief Administrative Officers and Directors of Planning on a regular basis.

POLICY CCR 6.

Work with neighbouring jurisdictions and government agencies on matters related to land use planning, infrastructure development, traffic, transportation and transit improvements, and affordable housing for the betterment of the Northeast sub-region.

**Communication, Collaboration, and Reconciliation Policies (CCR):
Relationship with the Belcarra Community**

It is a policy of Council to:

POLICY CCR 7.

Provide publicly accessible information on proposed Official Community Plan and Zoning Bylaw amendments, changes to municipal infrastructure and/or servicing via the municipal website, email distribution list, and/or community message boards.

POLICY CCR 8.

Aim to provide residents with at least two weeks' notice of a public engagement session.

POLICY CCR 9.

Strive for inclusive, accessible public engagement that is conducted in a neutral, fair, and open manner.

POLICY CCR 10.

Continue to encourage public participation at public hearings and other meetings of Council.

POLICY CCR 11.

Continue to publish agendas, minutes, and recordings of all Council meetings except those items discussed In-Camera.

POLICY CCR 12.

Continue to respond to community inquiries within a reasonable timeframe.



9) Implementation (IM)

The OCP is a living and working document — a plan that is not only referenced, but periodically updated to respond effectively to emerging priorities, opportunities, and constraints. This adaptive approach involves learning from implementation successes and failures to improve the policies of the plan over time. A continuous cycle of monitoring, evaluating, and adjusting will better enable Belcarra to measure how well the municipality is achieving the strategic goals of the OCP.

Implementation Policies (IM): OCP Planning Process

It is a policy of Council to:

POLICY IM 1.

Support an Official Community Plan planning process that is cyclical and repeated once every 5-10 years.

POLICY IM 2.

Link the Official Community Plan to the municipal Strategic Plan, Strategic Priorities Work Plan and Budget processes.

POLICY IM 3.

Obtain periodic reports on implementation of the Official Community Plan as community needs change or funding opportunities are made available.

POLICY IM 4.

Ensure Tsleil-Waututh Nation is advised of the renewal and potential amendments to the Official Community Plan and consulted when appropriate.

Implementation Policies (IM): Monitoring and Evaluating

It is a policy of Council to:

POLICY IM 5.

Develop an Official Community Plan monitoring and evaluation program that:

1. Identifies priorities for plan implementation.
2. Identifies and collects data needed to establish performance indicators.
3. Measures both quantifiable and unquantifiable outcomes to determine what progress is being made to implement the Official Community Plan.
4. Report annually on Official Community Plan implementation progress.

Implementation Policies (IM): Reporting and Engaging

It is a policy of Council to:

POLICY IM 6.

Publish periodic progress reports on the Village website as they may become available to strengthen transparency, accountability, and community engagement in the decision-making process.



Implementation Policies (IM): Adjusting

It is a policy of Council to:

POLICY IM 7.

Consider strategic amendments to the content of the Official Community Plan outside the regular five-year review in response to new opportunities, unforeseen events, results of the annual evaluation.

APPENDIX A Indigenous History



**Tsleil-Waututh Nation
Wolf (Guardian Spirit)**

The Tsleil-Waututh Nation (TWN) kindly provided a comprehensive 477-page document titled *Tsleil-Waututh Nation's History, Culture and Aboriginal Interests in Eastern Burrard Inlet* prepared by Jesse Morin, PhD, in 2015. Using this very large document as reference, the following is a brief synopsis of the Coast Salish and TWN historical presence in the Belcarra area of Indian Arm.

Coast Salish people were the pre-contact inhabitants of the Gulf of Georgia, Puget Sound, and Lower Fraser regions, now commonly called the “Salish Sea”. They are bound by related languages, cultures, and a very long history of interaction. The Salish Sea region has long been considered a distinctive “natural region”, and the pre-contact Coast Salish economy and social organization is generally considered as an adaptation to the specific ecological and environmental attributes of that region. Anthropologists describe pre-contact Coast Salish people as marine-oriented hunter-gatherers, or hunter-gatherer-fishers.

Individual Coast Salish First Nations are associated with a watershed (or equivalent bounded region) to which they hold collective territorial rights and interests. Such territorial associations are derived from members of an individual First Nation's genealogical links to ‘First Ancestors’ who first populated a region. Coast Salish territorial areas and collective tribal rights were predicated on deep ancestral connections to specific places.

From a Coast Salish perspective, the world as known today began when the First People appeared into a chaotic and dangerous world. In some cases, the First People fell from the sky, in other cases they appeared out of the earth, or were transformed from animals. These First People became the First Ancestors of the social groups we now term First Nations. The Tsleil-Waututh First Ancestors were transformed from a wolf and created from the sediments of Burrard Inlet. The Tsleil-Waututh Nation translates the name ‘Tsleil-Waututh’ as meaning “the people of the inlet,” referring to Burrard Inlet, and refers to Burrard Inlet as ‘Tsleil-Wat’ or ‘Tsleil-Waut’.

It is highly significant that the Coast Salish world had undergone a very heavy mortality before contact. Mortality rates of up to 90% have been described by some historians for a 1782 smallpox epidemic. Entire villages and groups were decimated including the once numerous Tsleil-Waututh population. If 90% of the population suddenly died a decade before ‘First Contact’ in 1792, then the observers at ‘First Contact’ were not witnessing an indigenous culture that had remained unchanged for centuries. They were witnessing a survivor population rebuilding their societies and social groups. A second smallpox epidemic occurred much later (*circa* 1858–62) and is specifically described as almost annihilating the Tsleil-Waututh population living at Tum-tumay-whueton (Belcarra Park).

In June 1792, the George Vancouver expedition (British) explored the Salish Sea including Burrard Inlet. Indigenous people were encountered at Point Grey and near First Narrows. Peter Puget (of the Vancouver expedition) described the north shore of Burrard Inlet as apparently being “well inhabited”. Puget's accounts referred to the Tsleil-Waututh villages at Sleil-Waututh/Tat-ose (Burrard IR No.3), Whey-ah-wichen (Cates Park), Say-umiton (Strathcona Park), and Tum-tumay-whueton (Belcarra Park) — all known ancestral Tsleil-Waututh village sites with corresponding archaeological sites and evidence of late prehistoric (~1600 and later) and early historic occupations.

Also in June 1792, the Galiano and Valdez expedition (Spanish) explored the Salish Sea including Burrard Inlet and Indian Arm. Indigenous people were encountered at Point Grey, near First Narrows, and at Indian River. Settlements were inferred, but not observed at First Narrows. A small settlement was observed at Indian River. The Spanish indicated that the indigenous name for Burrard Inlet was “Sasamat”.



Many Tsleil-Waututh oral histories are located at Tum-tumay-whueton (Belcarra Park) which was the primary home of Tsleil-Waututh’s hereditary chiefs (Waut-salk and Sla-holt), and Tsleil-Waututh oral history places their relocation from Tum-tumay-whueton to the north shore at around 1853–62 (during the time of Governor James Douglas). Some historical evidence suggests an earlier move around 1830–40, but there is also an apparent eyewitness account in 1864 by Stephen Decker of a native encampment at Tum-tumay-whueton.

In 1863, an English-speaking colonial official and Judge H.P.P. Crease identified the village at Burrardview (later Burrard IR No.3) as “Large Indian Ranch (Squamish) owned by Lillooet”, indicated the village at Roche Point as “Sillooet Indians, Tum-tumay-whueton”, and the North Vancouver area as “Lillooet Indians ground”. It is notable here that there were no indigenous settlements at either Belcarra, indicating Tsleil-Waututh’s relocation to Sleil-Waututh prior to that time, or Seymour Creek, indicating that this village had not yet been re-occupied.

At present, Tsleil-Waututh is a Central Coast Salish First Nation in the Metro Vancouver area with three reserves: IR No. 3 (the primary community) in North Vancouver, IR No. 4 and IR No. 4a on the banks of the Indian River. Membership stands at about 500 persons. The current Tsleil-Waututh Nation is a federally recognized First Nation governed by an elected chief and four councillors. The current Tsleil-Waututh Nation also recognizes a hereditary chief — Chief Ignatius Ernest George Sla-holt — who can trace his genealogy and the Tsleil-Waututh hereditary chieftainship back to the mid-1700s. In addition, the Tsleil-Waututh Nation has a Traditional Council of eight family heads who meet periodically to discuss major issues and relay those discussions back to their respective families.

The Tsleil-Waututh Consultation Area represents an approximation of Tsleil-Waututh’s recent or modern harvesting area, including both Tsleil-Waututh territory, and the territories of other First Nations. Tsleil-Waututh access to the resources of other First Nation’s territories was predicated on kinship connections to those other communities and permission seeking along Coast Salish protocols. The Tsleil-Waututh Consultation Area represents an area of Tsleil-Waututh’s indigenous interests and includes all of Tsleil-Waututh’s traditional territory, but the Consultation Area is not coterminous or equivalent to Tsleil-Waututh territory. Tsleil-Waututh’s Consultation Area encompasses much of the Lower Mainland region, Howe Sound, and the Squamish Valley. The Tsleil-Waututh traditional territory is centered on Burrard Inlet and Indian Arm and the lands draining therein — a natural watershed unit.



Drawing by Edward Parker Bedwell (BC Archives PDP02119)



Appendix B

Metro 2050 Regional Context Statement

METRO 2050 REGIONAL CONTEXT STATEMENT

Metro 2050 Targets

In the following section please outline the Official Community Plan policies (or equivalent) that demonstrate your member jurisdiction’s contribution to reaching the regional federation’s regional growth strategy targets. Please also provide supplementary information on how these policies, along with any other applicable plans or strategies, will work together to contribute to meeting these regional targets. For the environmental and housing targets, Metro 2050 recognizes that the targets are regional in scale and long term to the year 2050; member jurisdiction local context is expected.

Metro 2050 Regional Targets		
<u>Goal 1 Create a Compact Urban Area Targets</u>		
Policy with Target	Applicable OCP Policies	Supplementary Information
<p>1.1.9 b) Provide member jurisdiction population, dwelling unit, and employment projections, with reference to guidelines contained in Table 1, and demonstrate how local plans will work towards accommodating the projected growth within the Urban Containment Boundary in accordance with the regional target of focusing 98% of residential growth inside the Urban Containment Boundary</p>	<p>N/A Belcarra is designated RURAL and has only residential, Civic Institutional and Conservation/Recreation land uses. See OCP Figure 9- OCP Land Use Designation Map.</p>	<p><i>Without securing additional land for residential development from the Crown or through resident initiatives to subdivide existing lots it is unlikely the Village will be able to meet its projected 1% per year growth rate of 86 net new dwelling units through to 2050.</i></p>
<p>1.2.24 a) provide dwelling unit and employment projections that indicate the member jurisdiction’s share of planned growth and contribute to achieving the regional share of growth for Urban Centres and Frequent Transit Development Areas as set out in Table 2 (Dwelling Unit and Employment Growth Targets for Urban Centres and Frequent Transit Development Areas)</p> <p>Regional Targets for Residential Growth by Location:</p> <ul style="list-style-type: none"> • All Urban Centre Types: 40% • Frequent Transit Development Areas: 28% <p>Regional Targets for Employment Growth by Location:</p> <ul style="list-style-type: none"> • All Urban Centre Types: 50% • Frequent Transit Development Areas: 27% 	<p><i>See Tables 1 and 2 of OCP</i></p>	<p><i>Population targets may be met or exceeded as older population age out of community and larger household families move in.</i></p> <p><i>Any employment projection is based on expansion of home-based businesses, continuing work from home employment opportunities and the aspiration to have a neighbourhood café/corner convenience store</i></p>
<p>1.2.24 b) ii) include policies and actions for Urban Centres and</p>	<p>N/A</p>	

<p>Frequent Transit Development Areas that: focus and manage growth and development in Urban Centres and Frequent Transit Development Areas consistent with guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) and demonstrate how that growth will contribute to the Urban Centre and Frequent Transit Development Area targets set out in Table 2 and Action 1.2.13</p> <p><i>1.2.13 Implement the strategies and actions of the regional growth strategy that contribute to regional targets as shown on Table 2 to:</i></p> <p>a) focus 98% of the region’s dwelling unit growth to areas within the Urban Containment Boundary;</p> <p>b) focus 40% of the region’s dwelling unit growth and 50% of the region’s employment growth to Urban Centres; and</p> <p>c) focus 28% of the region’s dwelling unit growth and 27% of the region’s employment growth to Frequent Transit Development Areas.</p>	<p>See above</p>	<p>Population growth in Belcarra is not expected to be a significant portion of the 2% growth projected for the Rural areas. The HNA projected the need for 87 units over the next 27 years</p>
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Goal 3 Protect the Environment, Address Climate Change, and Respond to Natural Hazards Targets

Policy with Target	Applicable OCP Policies	Supplementary Information
<p>3.2.7 a) identify local ecosystem protection and tree canopy cover targets, and demonstrate how these targets will contribute to the regional targets in Action 3.2.1:</p> <ul style="list-style-type: none"> increase the area of lands protected for nature from 40% to 50% of the region’s land base by the year 2050; and increase the total regional tree canopy cover within the Urban Containment Boundary from 32% to 40% by the year 2050. 	<p><i>Belcarra is 69% regional and provincial park and conservation lands. The tree canopy is 94%. Policy NE5 + 6 will protect and enhance these areas by buffering them from adjacent Rural uses (housing + civic uses)</i></p> <p>N/A</p>	<p>.</p>
<p>3.3.7 a) identify how local land use and transportation policies will contribute to meeting the regional greenhouse gas</p>	<p>Policy CC3 NE32+33 Promote non-vehicular uses and advocates for additional transit service. Policy NE</p>	

emission reduction target of 45% below 2010 levels by the year 2030 and achieving a carbon neutral region by the year 2050;	34 will reduce municipal emissions. Policies CC1 to 12	
<u>Goal 4 Provide Diverse and Affordable Housing Choices Target</u>		
Policy with Target	Applicable OCP Policies	Supplementary Information
4.2.7 a) indicate how you will, within the local context, contribute toward the regional target of having at least 15% of newly completed housing units built within all Urban Centres and Frequent Transit Development Areas combined, to the year 2050, be affordable rental housing units (recognizing that developing affordable rental housing units in transit-oriented locations throughout the urban area is supported)	N/A. Belcarra is in neither of these areas however it will review its Zoning Bylaw with the intention of making changes to allow more secondary suites, coach houses and low-density multi-unit development where septic and water provisions are available to meet rental, affordability and other community housing needs.	Zoning Bylaw reviewed in 2018 Housing Needs Report completed in 2021

Metro 2050 <u>Goal 1: Create a Compact Urban Area</u>		
<p><i>Describe how the OCP and other supporting plans and policies contribute to this Goal:</i></p> <p>Village of Belcarra is designated “Rural” in Metro 2050 and has no commercial or multi-unit land to develop a village centre. It is almost exclusively developed as single-family homes on large lots and is surrounded by provincial and regional park land. Development is limited by absence of sewer service and limited volumes of fresh water. The OCP seeks to reduce residents’ need to travel by vehicles out of the community for all goods and services by proposing to allow home based retail sales and to provide a broader range of housing types by adjusting the Zoning and Subdivision requirements to provide more secondary suites, coach houses, duplex, triplex and fourplex where servicing requirements can be met. Future residential development will require resolution of entitlements with respect to identified Crown Lands and the establishment of legal road access to Farrer Cove. Some subdivision of larger lots in other parts of Belcarra may also occur in order to support meeting goals to increase affordable, rental and seniors housing opportunities while still maintaining the rural character of the Village.</p>		
Goal 1 Targets		
Policy with Target	Applicable OCP Policies	Supplementary Information
1.1.9 b) Provide member jurisdiction population, dwelling unit, and employment projections, with reference to guidelines contained in Table 1, and demonstrate how local plans will work towards accommodating the projected growth within the Urban Containment Boundary in accordance with the regional target of focusing 98% of residential growth inside the Urban Containment Boundary	<i>See response above</i>	<i>The figures provided for population, dwelling unit and employment are based on a projection of a 1% annual growth rate. Population may increase more rapidly as empty nesters age out of the community and families with children replace those 1 and 2 person households</i>

<p>1.2.24 a) provide dwelling unit and employment projections that indicate the member jurisdiction’s share of planned growth and contribute to achieving the regional share of growth for Urban Centres and Frequent Transit Development Areas as set out in Table 2 (Dwelling Unit and Employment Growth Targets for Urban Centres and Frequent Transit Development Areas)</p> <p>Regional Targets for Residential Growth by Location:</p> <ul style="list-style-type: none"> • All Urban Centre Types: 40% • Frequent Transit Development Areas: 28% <p>Regional Targets for Employment Growth by Location:</p> <ul style="list-style-type: none"> • All Urban Centre Types: 50% • Frequent Transit Development Areas: 27% 	<p>N/A</p>	<p><i>Population growth in Belcarra is not expected to be a significant portion of the 2% growth projected for the Rural areas. Total population growth expected is 213 in next 30 years</i></p> <p><i>The HNA projected the need for 87 units over the next 30 years</i></p>
<p>1.2.24 b) ii) include policies and actions for Urban Centres and Frequent Transit Development Areas that: focus and manage growth and development in Urban Centres and Frequent Transit Development Areas consistent with guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) and demonstrate how that growth will contribute to the Urban Centre and Frequent Transit Development Area targets set out in Table 2 and Action 1.2.13</p> <p><i>1.2.13 Implement the strategies and actions of the regional growth strategy that contribute to regional targets as shown on Table 2 to:</i></p> <p><i>a) focus 98% of the region’s dwelling unit growth to areas within the Urban Containment Boundary;</i></p> <p><i>b) focus 40% of the region’s dwelling unit growth and 50% of the region’s employment growth to Urban Centres; and</i></p>	<p>N/A</p>	<p><i>Population growth in Belcarra is not expected to be a significant portion of the 2% growth projected for the Rural</i></p>

<p>c) <i>focus 28% of the region's dwelling unit growth and 27% of the region's employment growth to Frequent Transit Development Areas.</i></p>		<p><i>areas. Total growth expected is 213 in next 30 years</i></p> <p><i>The HNA projected the need for 87 units over the next 30 years</i></p>
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Strategy 1.1: Contain urban development within the Urban Containment Boundary

Policy 1.1.9	Section	Policy	Applicable OCP Policies	
	Adopt Regional Context Statements that:			
	a)	Depict the Urban Containment Boundary on a map, generally consistent with the Regional Land Use Designations map (Map 2)	Village of Belcarra is not within the Urban Containment Boundary	
	b)	Provide member jurisdiction population, dwelling unit, and employment projections, with reference to guidelines contained in Table 1, and demonstrate how local plans will work towards accommodating the projected growth within the Urban Containment Boundary in accordance with the regional target of focusing 98% of residential growth inside the Urban Containment Boundary	<i>See response in Targets section</i>	
	c)	Include a commitment to liaise regularly with Metro Vancouver Liquid Waste Services and Metro Vancouver Water Services to keep them apprised of the scale and timeframe of major development plans as well as specific plans to separate combined sewers	The Village is not on the regional sewage network and is not scheduled to be within the timeframe of this OCP. The Village has its own water service with capacity to accommodate future growth projected. Other residential growth will be dependant on private wells and watercourses. Any new development will require approval by Fraser Health Authority for septic service.	
	d)	Integrate land use planning policies with local and regional economic development strategies, particularly in the vicinity of the port and airports, to minimize potential exposure of residents to environmental noise and other harmful impacts	N/A	

Strategy 1.2: Focus growth in Urban Centres and Frequent Transit Development Areas

Policy 1.2.24	Section	Policy	Applicable OCP Policies	
	Adopt Regional Context Statements that:			
	a)	provide dwelling unit and employment projections that indicate the member jurisdiction's share of planned growth and contribute to achieving the regional share of growth for Urban Centres and Frequent Transit Development Areas as set out in Table 2 (Dwelling Unit and Employment Growth Targets for Urban Centres and Frequent Transit Development Areas)	<i>See response in Targets section</i>	

b)	include policies and actions for Urban Centres and Frequent Transit Development Areas that:	N/A
i)	identify the location, boundaries, and types of Urban Centres and Frequent Transit Development Areas on a map that is consistent with the guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) and Map 4	N/A
ii)	focus and manage growth and development in Urban Centres and Frequent Transit Development Areas consistent with guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) and demonstrate how that growth will contribute to the Urban Centre and Frequent Transit Development Area targets set out in Table 2 and Action 1.2.13	<i>See response in Targets section</i>
iii)	encourage office development to locate in Urban Centres through policies, economic development programs, or other financial incentives	N/A
iv)	support modal shift by establishing or maintaining reduced residential and commercial parking requirements in Urban Centres and FTDA's and consider the use of parking maximums	N/A
v)	consider the identification of appropriate measures and neighbourhood plans to accommodate urban densification and infill development in Urban Centres, Frequent Transit Development Areas, and, where appropriate, Major Transit Growth Corridors in a resilient and equitable way (e.g. through community vulnerability assessments, emergency services planning, tenant protection policies, and strategies to enhance community social connectedness and adaptive capacity)	N/A
vi)	consider support for the provision of child care spaces in Urban Centres and Frequent Transit Development Areas	N/A
vii)	consider the implementation of green infrastructure	N/A
viii)	focus infrastructure and amenity investments (such as public works and civic and recreation facilities) in Urban Centres and Frequent Transit Development Areas, and at appropriate locations within Major Transit Growth Corridors	N/A
ix)	support the provision of community services and spaces for non-profit organizations	N/A
x)	consider, where Urban Centres and Frequent Transit Development Areas overlap with Employment lands, higher density forms and intensification of commercial and light industrial	N/A
xi)	take appropriate steps to avoid or mitigate the negative health impacts of busy roadways on new or redeveloped residential areas	N/A
c)	Include policies for General Urban lands that:	N/A

	i)	identify General Urban lands and their boundaries on a map generally consistent with Map 2	N/A
	ii)	exclude new non-residential Major Trip- Generating uses, as defined in the Regional Context Statement, from those portions of General Urban lands outside of Urban Centres and Frequent Transit Development Areas and direct new non-residential Major Trip-Generating uses to Urban Centres and Frequent Transit Development Areas	N/A
	iii)	encourage infill and intensification (e.g. row houses, townhouses, mid-rise apartments, laneway houses) in appropriate locations within walking distance of the Frequent Transit Network;	N/A
	iv)	encourage neighbourhood-serving commercial uses	N/A
	d)	with regards to Actions 1.2.16 and 1.2.24 c) ii), include a definition of “non-residential Major Trip- Generating uses” that includes, but is not limited to, the following uses: office or business parks, outlet shopping malls, post-secondary institutions, and large-format entertainment venues	N/A
	e)	consider the identification of new Frequent Transit Development Areas in appropriate locations within Major Transit Growth Corridors, as part of the development of new or amended area or neighbourhood plans, or other community planning initiatives	N/A
	f)	consider long-term growth and transportation planning coordination with adjacent municipalities, First Nations, TransLink, and Metro Vancouver for transit corridors that run through or along two or more adjacent jurisdictions	N/A

Strategy 1.3: Develop resilient, healthy, connected, and complete communities with a range of services and amenities

	Section	Policy	Applicable OCP Policies
Policy 1.3.7	Adopt Regional Context Statements that:		
	a)	support compact, mixed use, transit, walking, cycling and rolling-oriented communities	Policies M1-7 and NE12 speak to efforts to map, expand, maintain and improve local trails and to encourage others to improve end-of-trip facilities for park users. Policy HCLU 21 connect these local trails to the Regional Park Plan(2022) and the Regional Greenways 2050 network and. Policies M9, 10, 22 + 23 direct improvements to be made on local streets to improve pedestrian and rolling uses safety

b)	locate and support community, arts, cultural, recreational, institutional, medical/health, social service, education and child care facilities, and local serving retail uses in Urban Centres or areas with good access to transit	Policies HCLU 16-20 support a study to identify viable retail opportunities to reduce local travel and better serve regional park visitors. They also recommend reviewing the Zoning Bylaw to consider allowing home-based retail businesses.
c)	provide and encourage public spaces and other place-making amenities and facilities (e.g. community gardens, playgrounds, gathering places, etc.) in new and established neighbourhoods, for all ages, abilities, and seasons, to support social connections and engagement	Policy HCLU 26 provides for the renovation of the existing sports court and Policy HCLU 11 +24 would provide for a new park area and equipment if a subdivision master plan for Farrer Cove is undertaken by local owners in the future.
d)	respond to health and climate change-related risks by providing equitable access to:	Policy HCLU 26 see above
i)	recreation facilities	Policy HCLU 26 Restores sports court in disrepair.
ii)	green spaces and public spaces (e.g., parks, trails, urban forests, public squares, etc.)	Policy NE7 direct actions to pursue net ecosystem gains (instead of no net loss) when developing infrastructure in regional conservation and recreation area, Polices NE19-22 direct the partnership and development of an Invasive Species Management Plan. Policies NE24+25 express support of programs and initiatives to become a “Bear Smart” community while Policies NE26-28 and NE29 express support for protecting the rough-skinned newt and improving water quality and shorelines of Bedwell Bay. Policies HCLU 8, 13, 14 and 23 provide Council the option to determine whether to accept land or payment-in-lieu as a means to obtain a new park space if a subdivision master plan is created to guide future development of Farrer Cove should legal road access be created by the residents.
iii)	safe and inviting walking, cycling, and rolling environments, including resting spaces with tree canopy coverage, for all ages and abilities	Policies M 1- 7 speak to efforts to map, expand, maintain and improve local trails while

		<p>Policies M 9-10 incorporate universal access design and trail integration considerations in road works. Policies M 39 + 40 support others to improve activities and food options in the regional park. Policy HCLU 22 directs efforts to connect local pathways and trails to the regional network.</p>
e)	<p>support the inclusion of community gardens (at-grade, rooftop, or on balconies), grocery stores and farmers’ markets to support food security, and local production, distribution and consumption of healthy food, in particular where they are easily accessible to housing and transit services</p>	<p>Policy HCLU 26 Refresh sports courts and consider adding seating, community gardening boxes and new sport activities such as a horseshoe pitch or bocce court.</p>
f)	<p>consider, when preparing new neighbourhood and area plans, the mitigation of significant negative social and health impacts, such as through the use of formal health and social impact assessment methods in neighbourhood design and major infrastructure investments</p>	<p>Policies HCLU 2-7 direct the review of zoning and subdivision requirements to provide additional rental stock in secondary suites and coach houses, smaller lot sizes and house sizes, to consider multi-units on larger serviced lots and to develop new low density multi-dwelling design guidelines that preserve the Village’s semi-rural character. Policies HCLU 13, 14 + 24 are designed to work together to provide a new park space in Farrer Cove if residents work together to develop a Subdivision Master Plan if legal road access is established.</p>
g)	<p>provide design guidance for existing and new neighbourhoods to promote social connections, universal accessibility, crime prevention through environmental design, and inclusivity while considering the impacts of these strategies on identified marginalized members of the community</p>	<p>Policies HCLU 11 and HCLU 3 + M 9 provide opportunities to improve accessibility and social connections through subdivision master planning and incorporation of universal design principles in housing and mobility developments..</p>
h)	<p>consider where appropriate, opportunities to incorporate recognition of Indigenous and other cultures into the planning of Urban Centres, FTDA’s, and other local centres</p>	<p>Policies NE 3, 8, 15 + 28 and HCLU 29 identify opportunities to collaborate with or support Tsleil-Waututh stewardship initiatives. Policy HCLU 21 recognizes the Tsleil-Waututh rights to the Crown Lands that form the Village’s residential land bank. Policies CCR1-4</p>

			reflect Council’s commitment to strengthen relationships, develop protocols to improve communications (especially in relation to land use and the inclusion of way-finding projects and recognition of places of cultural and historical significance) and to refer OCP and major land use and development proposals for consultation and review by the Tsleil-Waututh.
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Strategy 1.4: Protect Rural lands from urban development

Policy 1.4.3	Section	Policy	Applicable OCP Policies	
	Adopt Regional Context Statements that:			
	a)	identify Rural lands and their boundaries on a map generally consistent with Map 2	See Figure 6: Metro Vancouver 2050 Land Use Designations	
	b)	limit development to a scale, form, and density consistent with the intent for the Rural land use designation, and that is compatible with on-site sewer servicing	Policies FS 16-19 recognizes that all development requires sewage disposal permits and approval of an adequate source of fresh water from the health authorities. Policies HCLU 1-7 set out housing policies that are in keeping with the semi-rural nature of the community while at the same time addressing current housing needs	
	c)	specify the allowable density and form, consistent with Action 1.4.1, for land uses within the Rural regional land use designation	Policies HCLU 4 to 7 make provisions for the review of the Zoning Bylaw and the consideration of additional secondary suites and coach houses and some limited opportunities for multi-unit developments where community housing needs are met and the designs fit with the character of the community.	
	d)	prioritize and support agricultural uses within the Agricultural Land Reserve, and where appropriate, support agricultural uses outside of the Agricultural Land Reserve	N/A	
e)	support the protection, enhancement, restoration, and expansion of ecosystems identified on Map 11 to maintain ecological integrity, enable ecosystem connectivity, increase natural carbon sinks and enable adaptation to the impacts of climate change	The parts of Belcarra identified on this map of Environmentally Sensitive Areas are either regional or provincial parks. OCP Policies HCLU 21, and 29		

			to 37 propose to collaborate with the Tsleil-Waututh, Port Authority, regional and provincial park authorities in the management and development of these places.
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Metro 2050 Goal 2: Support a Sustainable Economy

Describe how the OCP and other supporting plans and policies contribute to this Goal:

Belcarra’s OCP recognizes that creating even one viable commercial stand-alone business may not be possible given the Village’s small population. It also recognizes that the all employment (other than self -employment), social, educational and retail service needs require local residents to travel by vehicle (primarily) outside of the community to get them. Policies HCLU 16 to 18 provide for a commercial viability assessment to determine what, if any retail service might be financially viable, to update the Zoning Bylaw to establish a commercial zoning schedule and to review and amend the definition of “home based business” to consider allowing retail uses, more employees and larger spaces for employment activities within the single-family residential unit.

Strategy 2.1 Promote land development patterns that support a diverse regional economy and employment opportunities close to where people live

	Section	Policy	Applicable OCP Policies
Policy 2.1.10	Adopt Regional Context Statements that:		
	a)	include policies to support appropriate economic activities, as well as context-appropriate built form for Urban Centres, Frequent Transit Development Areas, Industrial lands, and Employment lands	N/A
	b)	support the development and expansion of large-scale office and retail uses in Urban Centres, and lower-scale uses in Frequent Transit Development Areas through policies such as: zoning that reserves land for commercial uses, density bonus provisions to encourage office development, variable development cost charges, and/or other incentives	N/A
	c)	discourage the development and expansion of major commercial uses outside of Urban Centres and Frequent Transit Development Areas and that discourage the development of institutional land uses outside of Urban Centres and Frequent Transit Development Areas	N/A

Strategy 2.2 Protect the supply and enhance the efficient use of industrial land

	Section	Policy Text	Applicable OCP Policies
Policy 2.2.9	Adopt Regional Context Statements that:		
	a)	identify the Industrial and Employment lands and their boundaries on a map generally consistent with Map 7	N/A. There are no Industrial or Employment Lands designated in Belcarra.

b)	identify Trade-Oriented lands, if applicable, with a defined set of permitted uses that support inter-regional, provincial, national, and international trade (e.g. logistics, warehouses, distribution centres, transportation and intermodal terminals) and location needs (e.g. large and flat sites, proximity to highway, port, or rail infrastructure) on a map consistent with the goals in the regional growth strategy. Strata and/or small lot subdivisions on these lands should not be permitted	N/A
c)	include policies for Industrial lands that:	
i)	consistently define, support, and protect industrial uses, as defined in Metro 2050, in municipal plans and bylaws, and ensure that non-industrial uses are not permitted	N/A
ii)	support appropriate and related accessory uses, such as limited-scale ancillary commercial spaces, and caretaker units	N/A
iii)	exclude uses that are not consistent with the intent of Industrial lands and not supportive of industrial activities, such as medium and large format retail uses, residential uses, and stand-alone office uses, other than ancillary uses, where deemed necessary	N/A
iv)	encourage improved utilization and increased intensification/densification of Industrial lands for industrial activities, including the removal of any unnecessary municipal policies or regulatory barriers related to development form and density	N/A
v)	review and update parking and loading requirements to reflect changes in industrial forms and activities, ensure better integration with the surrounding character, and reflect improvements to transit service, in an effort to avoid the over-supply of parking	N/A
vi)	explore municipal industrial strategies or initiatives that support economic growth objectives with linkages to land use planning	N/A
vii)	provide infrastructure and services in support of existing and expanding industrial activities	N/A
viii)	support the unique locational and infrastructure needs of rail-oriented, waterfront, and trade-oriented industrial uses	N/A
ix)	consider the preparation of urban design guidelines for Industrial land edge planning, such as interface designs, buffering standards, or tree planting, to minimize potential land use conflicts between industrial and sensitive land uses, and to improve resilience to the impacts of climate change	N/A
x)	do not permit strata and/or small lot subdivisions on identified Trade-Oriented lands	N/A

	d)	include policies for Employment lands that:	
	i)	support a mix of industrial, small scale commercial and office, and other related employment uses, while maintaining support for the light industrial capacity of the area, including opportunities for the potential densification/intensification of industrial activities, where appropriate	N/A
	ii)	allow large and medium format retail, where appropriate, provided that such development will not undermine the broad objectives of the regional growth strategy	N/A
	iii)	support the objective of concentrating larger- scale commercial, higher density forms of employment, and other Major Trip-Generating uses in Urban Centres, and local-scale uses in Frequent Transit Development Areas	N/A
	iv)	support higher density forms of commercial and light industrial development where Employment lands are located within Urban Centres or Frequent Transit Development Areas, and permit employment and service activities consistent with the intent of Urban Centres or Frequent Transit Development Areas, while low employment density and low transit generating uses, possibly with goods movement needs and impacts, are located elsewhere	N/A
	v)	do not permit residential uses, except for: <ul style="list-style-type: none"> • an accessory caretaker unit; or • limited residential uses (with an emphasis on affordable, rental units) on lands within 200 m of a rapid transit station and located within Urban Centres or Frequent Transit Development Areas, provided that the residential uses are located only on the upper floors of buildings with commercial and light industrial uses, where appropriate and subject to the consideration of municipal objectives and local context. 	N/A
	e)	include policies to assist existing and new businesses in reducing their greenhouse gas emissions, maximizing energy efficiency, and mitigating impacts on ecosystems	NA
	f)	include policies that assist existing and new businesses to adapt to the impacts of climate change and reduce their exposure to natural hazards risks, such as those identified within the regional growth strategy (Table 5)	N/A

Strategy 2.3 Protect the supply of agricultural land and strengthen agricultural viability

Polic	Section	Policy	Applicable OCP Policies
	Adopt Regional Context Statements that:		

PO	a)	specify the Agricultural lands within their jurisdiction, denoting those within the Agricultural Land Reserve, on a map generally consistent with Map 8	N/A. There are no Agricultural lands in Belcarra
	b)	consider policies and programs that increase markets and the distribution of local food in urban areas to strengthen the viability of agriculture and increase availability of local food for all residents	N/A
	c)	include policies that protect the supply of agricultural land and strengthen agriculture viability including those that:	
	i)	assign appropriate land use designations to protect agricultural land for future generations and discourage land uses on Agricultural lands that do not directly support and strengthen agricultural viability	N/A
	ii)	encourage the consolidation of small parcels and discourage the subdivision and fragmentation of agricultural land	N/A
	iii)	support climate change adaptation including: <ul style="list-style-type: none"> • monitoring storm water, flooding, and sea level rise impacts on agricultural land, • implementing flood construction requirements for residential uses, and • maintaining and improving drainage and irrigation infrastructure that support agricultural production, where appropriate and in collaboration with other governments and agencies 	N/A
	iv)	protect the integrity of agricultural land by requiring edge planning along the Urban Containment Boundary and adjacent to agricultural operations through activities such as screening, physical buffers, roads, or Development Permit area requirements	N/A
	v)	demonstrate support for economic development opportunities for agricultural operations that are farm related uses, benefit from close proximity to farms, and enhance primary agricultural production as defined by the <i>Agricultural Land Commission Act</i>	N/A
	vi)	align policies and regulations, where applicable, with the Minister's Bylaw Standards and Agricultural Land Commission legislation and regulations	N/A
PO	Section	Policy	Supplementary Information

		In partnership with other agencies and organizations, support agricultural awareness and promote the importance of the agricultural industry, the importance of protecting agricultural land, and the value of local agricultural products and experiences	N/A
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Metro 2050 Goal 3: Protect the Environment, Address Climate Change, and Respond to Natural Hazards

Describe how the OCP and other supporting plans and policies contribute to this Goal:

It should be noted that all lands designated Conservation/Recreation in the Metro 2050 RGS are either in the regional or provincial parks or are Crown Lands. Village policies will not apply directly to those lands. Belcarra has about 95% tree coverage overall. Additional residential development is limited and should not affect the future tree canopy significantly with careful siting of new development and replanting of landscaping..

Goal 3 Targets

Policy with Target	Applicable OCP Policies	Supplementary Information
<p>3.2.7 a) identify local ecosystem protection and tree canopy cover targets, and demonstrate how these targets will contribute to the regional targets in Action 3.2.1:</p> <ul style="list-style-type: none"> increase the area of lands protected for nature from 40% to 50% of the region’s land base by the year 2050; and increase the total regional tree canopy cover within the Urban Containment Boundary from 32% to 40% by the year 2050. 	<p><i>Policies NE 1-7 supports VFPA and Tsleil-Waututh Nation’s efforts to protect local eelgrass beds and riparian, marine and estuarine environments..</i></p> <p><i>Policies NE 10 + 11 supports other jurisdictions’ efforts to increase regional park land while Policies NE17 +18 outline Village policy on municipal and private property regarding tree retention.</i></p> <p><i>Policy HL 4 considers development of an Interface Wildfire DPA to protect the community from wildfires</i></p> <p><i>Policies HL 11 -17 outline protective measures to be taken or recommended to protect both residential and park areas from forest fires, slope stability, soil erosion and other natural hazards.</i></p>	

<p>3.3.7 a) identify how local land use and transportation policies will contribute to meeting the regional greenhouse gas emission reduction target of 45% below 2010 levels by the year 2030 and achieving a carbon neutral region by the year 2050;</p>	<p>Policies NE 7 + 13 reflect a philosophical change in approach to the relationship between the environment and development. These policy statements direct new development to strive to improve the environment not just mitigate so there is no net loss to the environment. Policies NE 32-34 direct Council to promote active transportation measures, advocate for additional public transit service to regional and provincial parks and to reduce vehicle emissions from municipal vehicles and equipment.</p> <p>Policies CC 1-12 direct Council to uphold their commitment to the BC Climate Action Charter and to develop a Climate Action Plan, to require GHG reductions new buildings and those undergoing significant renovation, to continue requiring demolition waste to be diverted from landfill.</p> <p>Policies CC 14 directs work to connect Belcarra with the Regional Greenway 2050 Plan while Policies CC 17, 19 and 22 encourages bike parking and charging points in parks and at Village Hall, new development to include low impact alternative/renewable energy sources and adopts a “Green Procurement” policy for civic purchases.</p> <p>Policies M 1- 7 speak to efforts to map, expand, maintain and improve local trails while Policies M 9-10 incorporate universal access design and trail integration considerations in road works.</p> <p>Policies M31 -35 and M37 advocate MV develop a “Visitor Use Management Strategy” to better manage parking and traffic issues at the regional park and collaborate with stakeholders to do the same at the provincial park. They also continue to restrict by regional park</p>	<p>By far the largest source of GHG emissions from transportation sources is from visitors to the regional and provincial parks.</p> <p>However, the 700 local residents are also major contributors as they must leave the community for almost all goods and services they require.</p> <p>The third source of GHG’s in the community is from the preponderance of very large single-family homes. Current Zoning allows for single family homes of between 5400 square feet and 9200 square feet plus any part of the basement more than 4 feet below ground.</p>
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	<p>visitors to outside the residential areas of the Village.</p> <p>Policies M41 -43 provides support for prioritizing rideshare, transit and bicycle access to the regional park.</p> <p>Policies HCLU 4, 5,6 make provisions for the review of the Zoning Bylaw and the consideration of additional secondary suites and coach houses, smaller lots and some limited opportunities for multi-unit developments where community housing needs are met and the designs fit with the character of the community.</p>	
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Strategy 3.1: Protect and enhance Conservation and Recreation lands

	Section	Policy	Applicable OCP Policies
Policy 3.1.9	Adopt Regional Context Statements that:		
	a)	identify Conservation and Recreation lands and their boundaries on a map generally consistent with Map 2	See OCP Figure 6- Metro Vancouver 2050 Land Use Designations Map
	b)	include policies that support the protection and enhancement of lands with a Conservation and Recreation land use designation, which may include the following uses:	
	i)	drinking water supply areas	Policy HCLU22 advocates preservation of Conservation and Recreation lands known as Parcel 48 subject to the resolution of uses permitted as noted in the Village-GVRD Agreement (1983). This is Crown land and negotiations will involve the Province, MV, and the Tsleil-Waututh.
	ii)	environmental conservation areas	
	iii)	wildlife management areas and ecological reserves	Policy M15 designates Tum-Tunay-Whueton Drive as the only vehicle access to the regional park picnic and staging area while protecting the migration of the Rough-skinned Newt from road traffic. Policy NE 26 supports MV’s conservation efforts.
	iv)	forests	Policy NE22 supports MV and provincial efforts to manage invasive species in C/R areas. Policy HL 8 encourages boat access only owners to purchase portable fire pumps to reduce the risk of fires spreading

		<p>while Policy HL 12 directs staff to continue exploring ways to increase water storage capacity for fire fighting. Policy HL 11 encourages MV and Port Moody to install fire hydrants along Tum-Tumay-Whueton Drive.</p> <p>Policies HL 22 to 25 advocates BC Wildfire Service develop a strategy to prioritize aerial fire response for MV parks and Crown lands, continue to support the FireSmart program and develop a Wildfire Assessment and update the Community Wildfire Resilience Plan every 5 years. Policy HL 28 advocates the development of a Fire and Fuel Management Plan for Crown and regional lands near Belcarra while HL4 supports the development of a Wildfire DPA permit requirement for new development..</p>
v)	wetlands (e.g. freshwater lakes, ponds, bogs, fens, estuarine, marine, freshwater, and intertidal ecosystems)	Policies NE30 + 31 support local initiatives to clean up local beaches and shorelines. Policies HCLU 29-37 provide direction to collaborate with the Tsleil-Waututh to design and install signage around Bedwell Bay, maintain the invasive species control program, prioritize planting native species and support VFPA efforts to enhance habitat and establish no-go and no-anchoring zones in Bedwell Bay.
vi)	riparian areas (i.e. the areas and vegetation surrounding wetlands, lakes, streams, and rivers)	Policy NE3 direct collaboration with VFPA and TWN to monitor, protect and enhance riparian, marine and estuarine environments
vii)	ecosystems not covered above that may be vulnerable to climate change and natural hazard impacts, or that provide buffers to climate change impacts or natural hazard impacts for communities	Policy NE2 supports protection of local eelgrass beds while Policy NE9 supports development of “Dark Sky” policies so wildlife can retain their normal life-cycles.
viii)	uses within those lands that are appropriately located, scaled, and consistent with the intent of the designation, including: <ul style="list-style-type: none"> o major parks and outdoor recreation areas; o education, research and training facilities, and associated uses that serve conservation and/or recreation users; o commercial uses, tourism activities, and public, cultural, or community amenities; 	Policy NE6 supports uses consistent with the intent of MV conservation and recreation designation while Policy NE7 directs efforts to achieve net ecosystem gains when developing in regional conservation and recreation areas.

		<ul style="list-style-type: none"> ○ limited agricultural use, primarily soil-based; and ● land management activities needed to minimize vulnerability / risk to climate change impacts 	
	c)	Include policies that:	
	i)	protect the integrity of lands with a Conservation and Recreation regional land use designation from activities in adjacent areas by considering wildland interface planning, and introducing measures such as physical buffers or development permit requirements	Policy NE5 protects conservation and recreation areas by buffering them from adjacent uses while Policy NE7 directs efforts to achieve net ecosystem gains when developing in regional conservation and recreation areas. Also see Policy NE 13 & 14 .
	ii)	encourage the consolidation of small parcels, and discourage subdivision and fragmentation of lands with a Conservation and Recreation regional land use designation.	N/A
Policy 3.2.7	Section	Policy Text	Applicable OCP Policies
	Adopt Regional Context Statements that:		
	a)	identify local ecosystem protection and tree canopy cover targets, and demonstrate how these targets will contribute to the regional targets in Action 3.2.1	<i>See response in Targets section</i>
	b)	refer to Map 11 or more detailed local ecological and cultural datasets and include policies that:	
	i)	support the protection, enhancement, and restoration of ecosystems through measures such as land acquisition, density bonusing, development permit requirements, subdivision design, conservation covenants, land trusts, and tax exemptions	<p>Policy NE 13&14 requires ecosystem restoration and improvement where possible as DP condition.</p> <p>Policies NE19,20, 21,22 outline partnership and actions to manage invasive species.</p> <p>Policies HCLU 12 & 15 incentivizes development of SD master plan for Farrer Cove while Policy HCLU 24 requires the inclusion of a new neighbourhood park space in the SD master plan.</p> <p>Policy HCLU 23 advocates preservation of lands designated Conservation and Recreation within the regional park subject to the resolution of uses permitted in Parcel 48 as noted in the Village-GVRD Agreement (1983)</p>

ii)	seek to acquire, restore, enhance, and protect lands, in collaboration with adjacent member jurisdictions and other partners, that will enable ecosystem connectivity in a regional green infrastructure network	<i>Policies NE15 + 16 support research and work of MV and others to identify, protect and enhance ESA's and to update local ESA maps.</i>
iii)	discourage or minimize the fragmentation of ecosystems through low impact development practices that enable ecosystem connectivity	N/A
iv)	indicate how the interface between ecosystems and other land uses will be managed to maintain ecological integrity using edge planning, and measures such as physical buffers, or development permit requirements.	<p>Policies NE23-26 outline efforts to become a “Bear Smart” community and to protect the Rough-skinned Newt.</p> <p>Policy HL 1-10 outline efforts to support the FireSmart initiative, bolster local fire fighting abilities and develop a coordinated Emergency Response Plan with neighbouring municipalities.</p> <p>Policy HL 11 encourages MV and Pt. Moody to install fire hydrants on Tum-Tumay-Whueton Drive</p> <p>Policies HL13-21 outline requirements for development on steep slopes</p> <p>Policies HL22-28 outline efforts to support development of an aerial fire response strategy and a Fire and Ruel Management Plan for MV parks and Provincial lands , undertake a Wildfire Hazard Assessment and update the Community Wildfire Resilience Plan</p> <p>Policy FS 15 directs adoption of an Integrated Stormwater Management Plan</p>
c)	Include policies that:	
i)	support the consideration of natural assets and ecosystem services in land use decision-making and land management practices	Policy NE 17 - Support the management of trees on municipal property through the Managing Trees, Views, and Landscapes Bylaw.
ii)	enable the retention and expansion of urban forests using various tools, such as local tree canopy cover targets, urban forest management strategies, tree regulations, development permit requirements, land acquisition, street tree planting, and	Policy HL 17 requires new construction to be sited to maximize retention of existing trees and groundcover

	reforestation or restoration policies, with consideration of resilience	Policies NE 13 + 14 strive for net ecosystem gains when development occurs and Policy NE 17 supports tree management on public land by local bylaw.
iii)	reduce the spread of invasive species by employing best practices, such as the implementation of soil removal and deposit bylaws, development permit requirements, and invasive species management plans	Policies NE19,20, 21,22 outline partnership and actions to manage invasive species.
iv)	increase green infrastructure along the Regional Greenway Network, the Major Transit Network, community greenways, and other locations, where appropriate, and in collaboration with Metro Vancouver, TransLink, and other partners	Policy M5 directs collaboration with MV to implement the 2050 Greenway Vision while Policy M10 integrates local trails with road infrastructure where possible, Policy HCLU 22 also directs local trails to connect to the MV Regional Parks Plan (2022) and Regional Greenways 2050.
v)	support watershed and ecosystem planning, the development and implementation of Integrated Stormwater Management Plans, and water conservation objectives.	Policy FS 15 directs adoption of an Integrated Stormwater Management Plan Policies FS 9-13 outline Belcarra’s efforts to conserve water by monitoring consumption with the SCADA system, restricting watering and installing water meters on new construction, updating the Fees and Charges Bylaw and publishing water conservation information on the Village website.

Strategy 3.3: Advance land use, infrastructure, and human settlement patterns that reduce energy consumption and greenhouse gas emissions, create carbon storage opportunities, and improve air quality

	Section	Policy	Applicable OCP Policies
Policy 3.3.7	Adopt Regional Context Statements that:		
	a)	identify how local land use and transportation policies will contribute to meeting the regional greenhouse gas emission reduction target of 45% below 2010 levels by the year 2030 and achieving a carbon neutral region by the year 2050	<i>See response in Targets section</i>
	b)	identify policies, actions, incentives, and / or strategies that reduce energy consumption and greenhouse gas emissions, create carbon storage opportunities, and improve air quality from land use, infrastructure, and settlement patterns, such as:	Policies NE 32- 35 outline efforts to improve air quality by promoting active transportation measures, advocating for additional transit to reduce regional trips, to convert the municipal fleet vehicles and equipment to low emission and

			<p>publishing local and regional air quality information.</p> <p>Policies CC1- 12 outline efforts to develop a Climate Action Plan, to support the BC Energy Step Code, to require GHG reductions for buildings undergoing significant renovations and require demolition waste be diverted away from the landfill and to encourage recycling and salvage where possible.</p> <p>Policies HCLU 4 + 16 to 20 provide direction to consider amending the Zoning Bylaw to allow more smaller scale single family and multi-family development and supporting a local serving commercial zone and change to the definition of home-based business to allow retail sales in order to mitigate the requirement of residents having to drive out of the community to obtain all goods and services</p> <p>Policy CC 21 also supports amending the Zoning Bylaw to create a commercial zoning to serve the local community and reduce travel for shopping and services.</p>
	i)	<p>existing building retrofits and construction of new buildings to meet energy and greenhouse gas performance guidelines or standards (e.g. BC Energy Step Code, passive design), the electrification of building heating systems, green demolition requirements, embodied emissions policies, zero-carbon district energy systems, and energy recovery and renewable energy generation technologies, such as solar panels and geoexchange systems, and zero emission vehicle charging infrastructure</p>	<p>Policies CC 19-29 outline steps to be taken to encourage use of low impact alternative/renewable energy sources in new construction or significant renovations, adopt a Green Procurement policy</p> <p>Policies CC 4,5,6,7- see box above</p> <p>Policy CC 12-continue to increase energy efficiency in municipal facilities ,reducing waste and compost going to the landfill</p> <p>Policies CC17 + 18 encourage installation of secure bike parking and electronic charging stations at regional park and Village Hall</p>

	ii)	community design, infrastructure, and programs that encourage transit, cycling, rolling and walking	<p>Policies M1-10, 22 + 23 provide direction to map existing municipal trails, add end-of -trip facilities at the Village Hall, sports court and regional park, apply for funding for a Belcarra Active Transportation Plan, direction for transit/safety improvements and to connect to the 2050 Greenway Vision Sasamat Greenway and include universal access design in future road and trail projects.</p> <p>Policies M 31, 33 + 34 encourage MV and others to develop a Visitor Use Management Strategy to address traffic, congestion and parking problems to regional and provincial parks and to increase transit service to Belcarra and the parks.</p>
	c)	focus infrastructure and amenity investments in Urban Centres and Frequent Transit Development Areas, and at appropriate locations along Major Transit Growth Corridors	There are no Urban Centres or commercial development in the Village. A rural community.

Strategy 3.4 Advance land use, infrastructure, and human settlement patterns that improve resilience to climate change impacts and natural hazards

	Section	Policy	Applicable OCP Policies
Policy 3.4.5	Adopt Regional Context Statements that:		
	a)	include policies that minimize risks associated with climate change and natural hazards in existing communities through tools such as heat and air quality response plans, seismic retrofit policies, and flood-proofing policies	<p>Policy FS 15 adopt an Integrated Stormwater Management Plan</p> <p>Policy HL 2 promotes development of a Emergency Response Plan and HL 12 provides direction in ways to increase water storage capacity for fire fighting, Policies HL 13-20 provide direction for prevention of damage to the natural environment when developing on steep slopes.</p> <p>Policies HL 22,23, 24 & 25 set out steps to protect regional and provincial parks from wildfires, to continue with local FireSmart initiatives and to undertake a Community Wildfire Resilience Plan.</p> <p>Policy CC 2 directs development of a Climate Action Plan</p>
	b)	include policies that discourage new development in current and future hazardous	Policies HL 19-21 discourage new development within the 200 year

		areas to the extent possible through tools such as land use plans, hazard-specific Development Permit Areas, and managed retreat policies, and where development in hazardous areas is unavoidable, mitigate risks	floodplain of creeks draining into Indian Arm. Policies HL 2, 4 +5 direct collaboration with the Fire Department to develop a Belcarra Emergency Response Plan, to coordinate this work with other stakeholders and to publish the Plan on the Village website.
Policy 3.4.6	Section	Policy	
		Incorporate climate change and natural hazard risk assessments into planning and location decisions for new municipal utilities, assets, operations, and community services.	Current facilities, assets and community services will meet future needs in the OCP time frame.
Policy 3.4.7	Section	Policy	
		Integrate emergency management, utility planning, and climate change adaptation principles when preparing land use plans, transportation plans, and growth management policies.	See above
Policy 3.4.8	Section	Policy	
		Adopt appropriate planning standards, guidelines, and best practices related to climate change and natural hazards, such as flood hazard management guidelines and wildland urban interface fire risk reduction principles.	Policy NE 7 & 13 introduces the concept of net ecosystem gains when development occurs. Policy HL 19 discourages new development within the 200year floodplain of local creeks and Policy HL 20 protects new waterfront development from rising sea level. See also Policy HL 23&24 . Policies CC1 + 2 upholds municipal commitment to the BC Climate Action Charter and to develop a Climate Action Plan for Belcarra. Policy CC 4 supports the BC Energy Step Code goal of reaching net zero for new construction by 2032 while Policies CC 9 and FS 18 encourage use of best practices for both septic and innovative sewage disposal systems.

			<p>Policy HCLU 8 directs the use of the Parkland Acquisition Best Practices Guide in the possible development of a future park in the vicinity of Farrer Cove.</p>
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Metro 2050 Goal 4: Provide Diverse and Affordable Housing Choices

Describe how the OCP and other supporting plans and policies contribute to this Goal

Without resolution of the residential/subdivision potential of the lands in Special Study Areas 1 and 2 the Village can only meet additional housing demand by subdivision of existing developed lots. All development is limited by the ability to provide septic and water services. The community has developed on very large lots for the most part and the current Zoning Bylaw allows very large houses to be built on these lots. The Housing Needs Assessment identified the need for some smaller houses, additional rental units and some form of cluster or multi-unit housing to allow aging residents an opportunity to remain housed in the community. The OCP addresses these issues by proposing to allow additional secondary suites and additional coach houses on larger lots, some duplex, triplex or fourplex development and some consolidation of smaller lots and higher density if a seniors independent living type of multi-unit development could be achieved.

Goal 4 Targets

Policy with Target	Applicable OCP Policies	Supplementary Information
<p>4.2.7 a) indicate how, within the local context, contribute toward the regional target of having at least 15% of newly completed housing units built within all Urban Centres and Frequent Transit Development Areas combined, to the year 2050, be affordable rental housing units (recognizing that developing affordable rental housing units in transit-oriented locations throughout the urban area is supported)</p>	N/A	

Strategy 4.1 Expand the supply and diversity of housing to meet a variety of needs

Policy	Section	Policy	Applicable OCP Policies
	Adopt Regional Context Statements that:		
	a)	indicate how you will work towards meeting	Policy HCLU 2 directs a review of the Zoning Bylaw and subdivision

	estimated future housing needs and demand, as determined in their housing needs report or assessment	requirements to identify opportunities to create more small lots, smaller houses and more flexibility in the number of accessory units allowed per lot.
b)	articulate how local plans and policies will meet the need for diverse (in tenure, size, and type) and affordable housing options	See above
c)	identify policies and actions that contribute to the following outcomes	
i)	increased supply of adequate, suitable, and affordable housing to meet a variety of needs along the housing continuum	See below
ii)	increased supply of family-friendly, age-friendly, and accessible housing	<p>Policy HCLU 3 supports siting and building relaxations to accommodate aging-in-place.</p> <p>Policy HCLU 6 makes provision for lot consolidation and higher permitted density to accommodate a senior's independent type of housing or that includes active play space for children or major trail connection.</p>
iii)	increased diversity of housing tenure options, such as attainable homeownership, rental, co-op housing, rent-to-own models, and cohousing	<p>Policy HCLU 4 would allow consideration of additional accessory units on a single-family lot if parking and sewage requirements can be met. This would increase the rental stock available and may make home ownership more affordable.</p> <p>Policy HCLU 6 above could be developed as co-housing or cluster housing or an Abbeyfield type of seniors development</p>
iv)	increased density and supply of diverse ground-oriented and infill housing forms in low-density neighbourhoods, such as duplex, four-plex, townhouse, laneway/coach houses, and apartments, particularly in proximity to transit	Policy HCLU 5 allows consideration of duplex, triplex or fourplex housing forms in the RS 1 zone under conditions. Current zoning allows multiple single-family homes, duplex, triplex on large lots zoned RM 1 or RM 2 but having only boat access. The RS 1 zone has road access, water service and is close to transit.
v)	integration of land use and transportation planning such that households can reduce their combined housing and transportation costs	<p>Policy M 23 identify the need for more bus shelters and other safety improvements</p> <p>Policies M 32 & 33 direct collaboration with TransLink and</p>

			<p>others to optimize transit service to Belcarra and the major parks.</p> <p>Policies HCLU 2 to 6 directs a review of the Zoning Bylaw to address housing needs and affordability by examining lot and building sizes, density and housing built forms</p> <p>Policies HCLU 17 and HCLU 19 seek ways to provide for the development of small scale, local serving retail business so residents do not have to drive out of the community for every good or service.</p>
	vi)	increased social connectedness in multi-unit housing	See Policy HCLU 6 above
	vii)	integrated housing within neighbourhood contexts and high quality urban design	Policy HCLU 7 directs the development of Design Guidelines for low density multi-unit dwellings that new development fits into the neighbourhood and enhances the semi-rural character of the community.
	viii)	existing and future housing stock that is low carbon and resilient to climate change impacts and natural hazards	<p>Policy CC 19 encourages inclusion of low impact alternative/renewable energy sources in new construction.</p> <p>Policy CC 4 supports BC Energy Step Code goal of reaching net zero energy for new construction by 2032</p>
Policy 4.1.9	Section	Policy	
	Prepare and implement housing strategies or action plans that:		
	a)	are aligned with housing needs reports or assessments, and reviewed or updated every 5-10 years to ensure that housing strategies or action plans are based on recent evidence and responsive to current and future housing needs	OCP housing policies are based on the community’s housing needs as expressed in the Belcarra Housing Needs Assessment Report (2021) and Metro 2050

	b)	are based on an assessment of local housing market conditions, by tenure, including assessing housing supply, demand, and affordability	SEE ABOVE
	c)	identify housing priorities, based on the assessment of local housing market conditions, household incomes, changing population and household demographics, climate change and natural hazards resilience, and key categories of local housing need, including specific statements about special needs housing and the housing needs of equity-seeking groups	SEE ABOVE
	d)	identify implementation measures within their jurisdiction and financial capabilities, including actions set out in Action 4.1.8	See Above

Strategy 4.2 Protect tenants and expand, retain, and renew rental housing supply

	Section	Policy	Applicable OCP Policies
Policy 4.2.7	Adopt Regional Context Statements that:		
	a)	indicate how they will, within their local context, contribute toward the regional target of having at least 15% of newly completed housing units built within all Urban Centres and Frequent Transit Development Areas combined, to the year 2050, be affordable rental housing units (recognizing that developing affordable rental housing units in transit-oriented locations throughout the urban area is supported)	<i>See response in Targets section</i>
	b)	articulate how local plans and policies will mitigate impacts on renter households, particularly during redevelopment or densification of Urban Centres and Frequent Transit Development Areas	N/A
	c)	identify the use of regulatory tools that protect and preserve rental housing	Residential Tenancy Act
	d)	identify policies and actions that contribute to the following outcomes:	
	i)	increased supply of affordable rental housing in proximity to transit and on publicly-owned land	Policies HCLU 2, 4, 5, 6, and 11 are described above and could provide increased rental stock. The RS 1 zone is served by transit (See Figure 7 OCP Transportation Map)
	ii)	increased supply of market and below-market rental housing through the renewal of aging purpose-built rental housing and prevention of net rental unit loss	There is only single-family homes, some with secondary suites or a coach house, in Belcarra Policy HCLU 6 provides opportunity for co-housing Policy HCLU11 could create municipal lots for future residential development if land negotiations with MV, Province and Tsleil-Waututh were successful
	iii)	protection and renewal of existing non-market rental housing	There is no non-market housing in Belcarra

	iv)	mitigated impacts on renter households due to renovation or redevelopment, and strengthened protections for tenants	N/A
	v)	reduced energy use and greenhouse gas emissions from existing and future rental housing stock, while considering impacts on tenants and affordability	N/A
Policy 4.2.8	Section	Policy	Supplementary Information
	Prepare and implement housing strategies or action plans that:		
	a)	encourage the supply of new rental housing and mitigate or limit the loss of existing rental housing stock	See Policies HCLU 2 and HCLU 4 above
	b)	encourage tenant protections and assistance for renter households impacted by renovation or redevelopment of existing purpose-built rental housing	N/A. There is no purpose built rental in Belcarra except for any existing secondary suites or coach houses.
	c)	cooperate with and facilitate the activities of Metro Vancouver Housing under Action 4.2.2	If the negotiations under Policy HCLU 10 were successful a multi-unit site could be created for local seniors and low-income residents, subject to septic sewer approval, in partnership with MVHC or other non-profit housing provider.
Strategy 4.3 Meet the housing needs of lower income households and populations experiencing or at risk of homelessness			
Policy 4.3.7	Section	Policy	Applicable OCP Policies
	Adopt Regional Context Statements that:		
	a)	indicate how they will collaborate with the Federal Government, the Province, and other partners, to assist in increasing the supply of permanent, affordable, and supportive housing units	If the negotiations under Policy HCLU 10 were successful a multi-unit site could be created for local seniors and low-income residents, subject to septic sewer approval, in partnership with MVHC or other non-profit housing provider.
b)	identify policies and actions to partner with other levels of government and non-profit organizations in order to create pathways out of homelessness and contribute to meeting the housing and support needs of populations experiencing or at risk of homelessness	N/A	
Policy	Section	Policy	Supplementary Information
	a)	identify opportunities to participate in programs with other levels of government to secure additional housing units to meet the housing needs of lower income households	See Policy HCLU 10 above

	b)	identify strategies to increase community acceptance and communicate the benefits of affordable and supportive housing development	N/A
	c)	are aligned with or integrate plans to address homelessness, and identify strategies to reduce the total number of households that are in core housing need and populations experiencing or at risk of homelessness	N/A

Metro 2050 Goal 5: Support Sustainable Transportation Choices

Describe how the OCP and other supporting plans and policies contribute to this Goal:

Strategy 5.1 Coordinate land use and transportation to encourage transit, multiple-occupancy vehicles, cycling and walking

	Section	Policy	Applicable OCP Policies
Policy 5.1.14	Adopt Regional Context Statements that:		
	a)	identify land use and transportation policies and actions to encourage a greater share of trips made by transit, shared mobility options, cycling, walking, and rolling	<p>Policies M 1 map local trails), M 3 (improve local trails), M 4 (provide end-of-trip facilities at Village Hall, sports court and major parks), M 7 (connect to Sasamat Lake), M 9 (universal design), M10 (integrate trails), M14 (limit park access), M 22+23 (road safety improvements), M30,31,32,34 (to address transit, traffic, congestion and parking problems caused by Metro and Provincial parks. Details are provided above.</p> <p>Policies HCLU 17 to 19 identify potential avenues to provide some local commercial and retail outlets to curtail need to drive out of community for every good or service.</p>
	b)	support the development and implementation of transportation demand management strategies, such as: parking pricing and supply measures, transit priority measures, end-of-trip facilities for active transportation and micro-mobility, and shared mobility services	<p>There is no on-street parking allowed in the Village of Belcarra. Policy M 35 provides for welcoming signage for transit, cyclists and pedestrians. Policy M 6 advocates MV provide end-of-trip facilities and Policy M 7 encourages MV to improve the connection to Sasamat Lake. Policy M20 directs support for</p>

		<p>the creation of a community ride share program.</p> <p>Policies M 30,31,32 all support MV and others to address traffic, parking, congestion and insufficient transit service to both provincial and regional parks in Belcarra.</p>
c)	<p>manage and enhance municipal infrastructure in support of transit, multiple-occupancy vehicles, cycling, walking, and rolling</p>	<p>Policies M 22 identifies potential locations where road improvements would provide for pedestrian and cyclist safety while Policy M 9 directs universal design be included in road and trail work. Policy M 13 designates Bedwell Bay Road as the MRN route to the Village. Policy M 21 expresses support for the development of a community ride share program.</p> <p>Policy CC 17 (and others) advocates installation of secure bike parking and electric charging stations at Village Hall and sports court</p>
d)	<p>support the transition to zero-emission vehicles</p>	<p>Policies CC 17 & 18 and CC 29 supports the transition of municipal vehicle and equipment to zero emission models by 2040. Policy M 37 encourages MV to provide charging stations for both park visitors and park employees</p>
e)	<p>support implementation of the Regional Greenway Network and Major Bikeway Network, as identified in Map 10</p>	<p>Policy M 5 and CC 14 support development of the 2050 Greenway Vision by supporting a new multi-use path through Belcarra to connect to the Sasamat Greenway in the future.</p>
f)	<p>support implementation of local active transportation and micro-mobility facilities that provide direct, comfortable, all ages and abilities connections to the Regional Greenway</p>	<p>Policy M 8 identifies a funding source to undertake an Active Transportation Plan and Policy M 22 outlines some possible road</p>

	Network, Major Bikeway Network, transit services, and everyday destinations	safety improvements to encourage more pedestrian and micro-mobility use. Policy CC 13 direct Council to promote low carbon forms of transportation while Policy CC 16 would expand the active transportation network to make it the most convenient option for short trips.
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Strategy 5.2 Coordinate land use and transportation to support the safe and efficient movement of vehicles for passengers, goods, and services

	Section	Policy	Applicable OCP Policies	
Policy 5.2.6	Adopt Regional Context Statements that:			
	a)	identify routes on a map for the safe and efficient movement of goods and service vehicles to, from, and within Urban Centres; Frequent Transit Development Areas; Major Transit Growth Corridors; Industrial, Employment, and Agricultural lands; ports; airports; and international border crossings	N/A	
	b)	identify land use and related policies and actions that support the optimization and safety of goods movement via roads, highways, railways, aviation, short sea shipping, and active transportation	N/A	
	c)	support the development of local and regional transportation system management strategies, such as the provision of information to operators of goods and service vehicles for efficient travel decisions, management of traffic flow using transit priority measures, coordinated traffic signalization, and lane management	N/A	
	d)	identify policies and actions that support the protection of rail rights-of-way, truck routes, and access points to navigable waterways in order to reserve the potential for goods movement	N/A	
	e)	identify policies and actions to mitigate public exposure to unhealthy levels of noise, vibration, and air pollution associated with the Major Road Network, Major Transit Network, railways, truck routes, and Federal / Provincial Highways	N/A	
	f)	identify policies and actions that anticipate the land and infrastructure requirements for goods movement and drayage, such as truck parking, zero-emission vehicle charging infrastructure, and e-commerce distribution centres, and mitigate any negative impacts of these uses on neighbourhoods	N/A	



COUNCIL REPORT

Date: April 22, 2024

From: Paula Richardson, Chief Administrative Officer and Ken Bjorgaard, Financial Consultant

Subject: Status of Strategic Priorities Work Plan Initiatives as at March 31, 2024

Recommendation:

That the report dated April 22, 2024 titled “Status of Strategic Priorities Work Plan Initiatives as at March 31, 2024” be received for information.

Purpose:

After Council’s Strategic Plan and related Work Plan were adopted, staff indicated that there would be regular quarterly reporting as to the status of the Strategic Priorities Work Plan Initiatives. The purpose of this report is to apprise Council of the status of the Strategic Priorities Work Plan Initiatives (Work Plan) as at March 31, 2024.

Report:

The attached shows the status or progress of all Strategic Priorities Work Plan Initiatives. In the “Status Report March 31, 2024” column the completed projects are noted.

The Work Plan goes to 2026 which means the various Initiatives have been staggered or spread out. Based on recent discussions around road ends and the work/time that this project will entail, specific projects in the Work Plan have been pushed out in terms of the expected completion dates. The specific Work Plan projects which will be impacted by the road ends project are as follows:

- Human Resources Planning – deferred to 2025
- Review of website content and maintenance and plan for future use – deferred to November 2024
- System review with IT provider to ensure maximum protection for Village system – deferred to November 2024

Staff will address any questions regarding specific Work Plan items at the Council meeting. The next Work Plan status report will be as at June 30, 2024 and will come forward to Council in July of 2024.



Prepared by: Ken Bjorgaard
Financial Consultant



Concurrence: Paula Richardson,
Chief Administrative Officer

The following appendix is attached hereto:

- Appendix "A" – Status of Strategic Priorities Work Plan Initiatives as at March 31, 2024.

APPENDIX "A" – STATUS OF STRATEGIC PRIORITIES WORK PLAN INITIATIVES AS AT MARCH 31, 2024

MANAGING OUR ASSETS & INFRASTRUCTURE We will manage and safeguard our assets and infrastructure						
Asset Management Program						
OUTCOMES/MEASURES OF ACHIEVEMENT						
<ul style="list-style-type: none"> ▪ Functioning ongoing asset management program ▪ Complete inventory of assets broken down into asset components with respective estimated remaining useful life of major components ▪ All assets and infrastructure recorded in GIS system ▪ Multi-year condition assessment schedule as identified through asset management program ▪ Completion of condition assessments for key infrastructure on a yearly basis 						
ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Complete review and undertake field work to provide breakdown of asset components (including remaining useful lives) and update GIS system accordingly	Contractor(s)	By Sept. 2024 and updated annually	SoF - within existing annual \$30K asset management budget with funding coming from Community Building Fund with approved grant	Part of overall project budget (includes \$25K UBCM grant) which includes asset management, condition assessments, long-term financial plan & financial sustainability report.	Financial Consultant	Project has been completed. Project was completed by LandInfo Technologies. COMPLETE
2. Complete 5-year condition assessment schedule for assessing key assets and update annually	Contractor(s) and Public Works & Emergency Preparedness Coordinator	By Sept. 2023 and updated annually by Sept. of each year	SoF - within existing annual \$30K asset management budget with funding coming from Community Building Fund	Part of overall project budget (includes \$25K UBCM grant) which includes asset management, condition assessments, long-term financial plan & financial sustainability report.	CAO	Project has been completed with condition assessment schedule included in Asset Management Report. COMPLETE
3. Complete annual condition assessments	Contractor(s)	By Sept. of each year starting in 2024	SoF - within existing annual \$30K asset management budget with funding coming from Community Building Fund		Public Works & Emergency Preparedness Coordinator	Work will start in 2024 based on the above condition assessment schedule.

MANAGING OUR ASSETS & INFRASTRUCTURE

We will manage and safeguard our existing assets and infrastructure

Renewal of Existing Infrastructure & Assets

OUTCOMES/MEASURES OF ACHIEVEMENT

- Long-term infrastructure/asset renewal and replacement schedule for existing assets based on asset management results including drainage systems, roads, water and WARD
- Completion of priority infrastructure projects including drainage and roads (see Key Project Lists)

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Complete long-term financial estimates and plan for infrastructure/asset replacements (based on asset management and condition assessment results)	Contractor(s)	By Sept. 2024	ABR - part of additional \$20K to come from Community Building Fund		Public Works & Emergency Preparedness Coordinator	Project is complete with minor updates to be provided based on any new information/data. Asset Management information has been incorporated into long-term financial plan estimates. COMPLETE
2. Update long-term financial estimates and plan for infrastructure/assets renewal annually	Contractor(s)	Annually by August of each year starting in 2025	ABR – part of additional \$20K to come from Community Building Fund		Public Works & Emergency Preparedness Coordinator	The updates will start in 2024 for the 2025 budget cycle.
3. Integrate long-term infrastructure/asset replacement plan into long-term financial plan	Financial Consultant	Annually by September of each year starting in 2024	ABR – part of additional \$20K to come from Community Building Fund		CAO	This work has been completed and will be updated each year based on latest infrastructure/asset replacement data. COMPLETE
4. Tender and complete priority infrastructure projects identified including drainage and roads priorities (see Key Project Lists)	Contractor (Project Manager) Public Works & Emergency Preparedness Coordinator	Annually	Project based budgets and ABR to be determined with funding from existing reserve funds and Growing Communities Fund (\$759,000 initial balance)	Funds to be added to capital budgets for project management	CAO	Based on the report which was forwarded to Council on the progress of the priority infrastructure projects for 2023, the work is on track.

MANAGING OUR ASSETS & INFRASTRUCTURE

We will manage and safeguard our existing assets and infrastructure

Water System Improvements

OUTCOMES/MEASURES OF ACHIEVEMENT

- Assessment, excavation and fencing of existing water reservoir completed
- Clear options for addressing water system deficiencies defined
- Budget and schedule water system changes to address deficiencies
- Business case for universal water metering completed
- Review of water charges for Belcarra Park as per Metro Vancouver agreement completed

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Complete engineering report and work on water reservoir	Contractor(s)	By July 2023 2024	SoF - \$30K Water Engineering Capital Budget and \$45K Water Capital Budget for excavation and fencing around reservoir. ABR for additional chlorination design work to be determined	Currently have capital budgets of \$20K in 2024 and \$20K 2025 for Water System Engineering which can be reallocated to actual project work	Public Works & Emergency Preparedness Coordinator	The excavation and fencing have been completed. Repair work and chlorination design scheduled and budgeted for in 2024.
2. Engineering report and recommendations on options for addressing water system deficiencies including risk factors and budgets	Contractor(s)	By September 2023 2024	ABR – to be determined with funding from Community Building Fund	Currently have capital budgets of \$20K in 2024 and \$20K 2025 for Water System Engineering which can be reallocated to actual project work	Public Works & Emergency Preparedness Coordinator	Work is scheduled for 2024.
3. Final decision(s) on projects and budgets for addressing water deficiencies in part based on risk tolerance	Council	By October 2023 2024	Project based budgets and ABR to be determined with funding from Growing Communities Fund (\$759,000 initial balance)	Council decision(s) required. Budgets should include engineering and project management costs	Public Works & Emergency Preparedness Coordinator	Subject to the above report being received.
4. Provide for water system improvements in long-term financial plan	Financial Consultant	By October 2023 2024	N/A	Projects to be completed as per long-term financial plan	CAO	All decisions or outcomes from above will be incorporated into the long-term financial plan once the decisions are finalized.
5. Complete water metering business case	Contractor(s)	By September 2024	SoF - \$40K capital budget for universal water metering in 2024 ABR to be determined for any additional capital and operating costs	Will need to generate same revenue with meters as without meters	CAO	Work will start in 2024. Provided interim report on water metering on March 11, 2024
6. Complete review of Belcarra Park water charges	Financial Consultant	By October 2023 2024	Within existing operating budget		CAO	History of charges in agreements with Metro Vancouver have been researched and a meeting needs to be set up with Metro Vancouver to discuss options.

MANAGING OUR ASSETS & INFRASTRUCTURE

We will manage and safeguard our existing assets and infrastructure

Waste & Recycle Depot (WARD) Improvements

OUTCOMES/MEASURES OF ACHIEVEMENT

- Formal review of WARD services and infrastructure completed
- Options for changes in services and service levels outlined including cost control options
- Plan, budget and schedule for changes to WARD services and infrastructure

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Complete WARD service review including review of current service provider and the option of utilizing Recycle BC to save costs	Public Works & Emergency Preparedness Coordinator	By June of 2025	N/A	Need to provide for cost stability and certainty into the future	CAO	Project will occur by 2025 before agreement with service provider expires in 2026.
2. Review of WARD infrastructure to match services provided	Public Works & Emergency Preparedness Coordinator	By June of 2025	N/A		CAO	Project will occur by 2025 before agreement with service provider expires in 2026.
3. Recommendations and approvals related to service changes and infrastructure needed	Public Works & Emergency Preparedness Coordinator	By June of 2025	Project based budgets based on results of review; ABR to be determined for any additional capital and operating costs		CAO	Project will occur by 2025 before agreement with service provider expires in 2026.
4. Implementation of any approved changes including provision for changes in financial plan	Public Works & Emergency Preparedness Coordinator & Financial Consultant	By June of 2026	N/A		CAO	Project will occur by 2026 before agreement with service provider expires in 2026.

STEWARDING OUR COMMUNITY & ITS NATURAL ENVIRONMENT

We will care for our Community and value its natural environment

Managing our Natural Assets

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

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Completed inventory and mapping of natural assets and include in GIS system	Contractor(s)	By April 2024	ABR to be determined with funding from Climate Action Program funds	\$40K of funding available annually for 3 years. Will also be applying for a grant to complete this project	Public Works & Emergency Preparedness Coordinator	Project has been completed and is part of Asset Management Plan. LandInfo Technologies completed the project. COMPLETE
2. Council report on ongoing budget needs for tree management program	Public Works & Emergency Preparedness Coordinator	By June 2024	ABR to be determined with adjustment in annual operating budget being made		CAO	A report will be provided in 2024.
3. Operational plan to implement tree trimming and maintenance plan	Public Works & Emergency Preparedness Coordinator	By September 2024	N/A		CAO	Results from above will be incorporated into the 2025 budget cycle.

STEWARDED OUR COMMUNITY & ITS NATURAL ENVIRONMENT

We will care for our Community and value its natural environment

Official Community Plan (OCP)

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

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Finalize OCP and conduct public hearing	Contractor(s)	By July 2023 Early 2024	SoF - \$20,000 in 2023 budget. Funding is from the Community Building Fund	Need to provide for review and update of OCP in long-term financial plan every 5 years	CAO	The draft OCP bylaw was presented at an April 8, 2024 Public Hearing. COMPLETE
2. Adopt OCP and implement the same into daily operations	CAO	Adoption by Sept. 2023 March 2024 and implementation by Nov. 2023 October 2024 Ongoing	N/A		CAO	OCP adoption is dependent upon the timing of 2 nd and 3 rd reading and on the approval of Metro Vancouver after 3 rd reading.
3. Prioritization of OCP action items and completion of action items	CAO	Ongoing	ABR to be determined	And additional spending to come forward as spending packages in budgeting process	CAO	Ongoing implementation and prioritization plan will be put in place once the OCP is adopted.
4. Ongoing monitoring of OCP and its effect on the community	CAO	Ongoing	N/A	Annual reports to be forwarded to Council	CAO	Ongoing monitoring plan will be put in place once the OCP is adopted.

STEWARDING OUR COMMUNITY & ITS NATURAL ENVIRONMENT

We will care for our Community and value its natural environment

Multi-Use Path, Trail and Road Shoulder (MTRS) Network

OUTCOMES/MEASURES OF ACHIEVEMENT

- Mapping and plan for multi-use paths/trails/road shoulder enhancement (MTRS) network within the community completed
- Funding for incremental buildout of MTRS network secured including grants
- Ongoing maintenance program for MTRS implemented
- Incremental construction of new MTRS as per plan and as funding allows

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Complete mapping of existing MTRS network and include in GIS system	Contractor(s)	By September 2023	ABR – \$10,000 from Community Building Fund and/or other grants	Community Building Fund needs to be substantially used by 2024	Public Works & Emergency Preparedness Coordinator	Project has been completed and is part of the Asset Management Plan. LandInfo Technologies completed the project. COMPLETE
2. Create plan for incremental build out of MTRS network including budget requirements	Contractor(s)	By October 2023 2024	ABR – \$20,000 from Community Building Fund and/or other grants	Community Building Fund needs to be substantially used by 2024	CAO	The grant application to the Province for the Active Transportation Plan (Plan) was not successful. TransLink is considering funding this project.
3. Complete funding applications for new MRTS and secure grant funding	Grant Writer	Ongoing	ABR to be determined	Applications for next round of TransLink funding are due in the fall of 2023	Financial Consultant	See above grant application. The Active Transportation Plan will lead to a list of prioritized projects that will be used to apply for actual project or infrastructure grants through TransLink, etc.
4. Include budgets for maintaining existing MTRS network in long-term financial plan	Financial Consultant	Annually	ABR to be determined and to be included in annual operating budget		CAO	Funding is included in the long-term financial plan to maintain the network and will be revisited each year. COMPLETE
5. Build out MTRS network including prioritized sections	Public Works & Emergency Preparedness Coordinator	Annually as approved	ABR to be determined and dependent upon grants obtained	Any new MTRS should include budget for ongoing maintenance	CAO	Budgets will be included in annual financial plan once the above Active Transportation Plan is completed and approved.

STEWARDING OUR COMMUNITY & ITS NATURAL ENVIRONMENT

We will care for our Community and value its natural environment

Re-Development of Tennis Court Site

OUTCOMES/MEASURES OF ACHIEVEMENT

- Plan and budget for amenities at the Tennis Court site in place
- Agreement with Metro Vancouver on plan and related amenities finalized
- Construction of amenities completed

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Report to Council on amenity options for tennis court site including associated budget implications and any First Nation requirements	CAO	By October 2023 June 2024	N/A		CAO	Removed brush & worked with Invasive Species Council to remediate site. A report will be coming forward in 2024 on amenity options for site.
2. Decision on amenities and budget for tennis court site	Council	By March July 2024	ABR to be determined with funding from Community Building Fund	Community Building Fund needs to be substantially used by 2024	CAO	Dependent upon the timing of the above noted report.
3. Presentation of tennis court site plan to Metro Vancouver and finalization of agreement on site improvements	Mayor & CAO	By June September 2024	N/A	Any First Nation issues to be addressed	CAO	Dependent upon the timing of the above noted report.
4. Construction of tennis court site amenities	Contractor(s) and Public Works & Emergency Preparedness Coordinator	By June October 2025	Based on approved budget(s) with additional operating costs to be provided for in financial plan		CAO	Dependent upon the timing of the above noted report.

FISCAL MANAGEMENT & FINANCIAL SUSTAINABILTY

We will operate in a fiscally responsible and financial sustainable manner

Fiscal Management

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

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Create & approve Terms of Reference for a Finance Committee and start Committee meetings	Financial Consultant	By July of 2023 with quarterly meetings thereafter	N/A	Corporate Officer to set out meeting schedule	CAO	Project completed; Finance Standing Committee meetings are ongoing. COMPLETE
2. Complete fiscal updates and present to Council	Financial Consultant & Accounting Clerk	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	Within existing operating budget		CAO	Regular fiscal updates are being provided as scheduled. COMPLETE
3. Finance Committee to review and approve long-term capital and operating plans	Financial Consultant	By September of each year as part of the financial planning process	N/A	Plans to be presented at Finance Committee meetings	CAO	2024 – 2028 (5-year) financial plan and longer term plan to 2038 have been completed and can be updated annually or as needed when major spending initiatives are under consideration. COMPLETE

FISCAL MANAGEMENT & FINANCIAL SUSTAINABILTY

We will operate in a fiscally responsible and financial sustainable manner

Financial Sustainability

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

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Create long-term (15 years) financial planning model with integration to infrastructure and capital plans (based on asset management results)	Financial Consultant	By October of 2023 with updates each year thereafter	SO F - \$20K budgeted for this component - to come from UBCM grant	Part of overall project budget (includes \$25K UBCM grant) which includes asset management, condition assessments, long-term financial plan & financial sustainability report.	CAO	Work on the integrated model has been completed and is easily updateable. COMPLETE
2. Produce report for Council and community based on long-term financial plan which also addresses financial sustainability	Financial Consultant	By October of 2023 with updates each year thereafter	SO F - \$25K budgeted for this component to come from Community Building Fund	Part of overall project budget which includes asset management, condition assessments, long-term financial plan & financial sustainability report.	CAO	Community Financial Sustainability report was completed and recommendations within the report have been approved by Council for implementation. COMPLETE
4. Secure grant writing resource, provide list of grant targets and start application process	Financial Consultant & Grant Writer	Ongoing	AB R to be determined with grant resource to be charged to projects if possible	Ongoing database or list of eligible grant programs to be set up and maintained	CAO	A grant tracking system has been implemented and grants are being applied for. Other parties are being used as needed to support the grant writing process. COMPLETE

EMERGENCY MANAGEMENT & PREPAREDNESS

We will make public safety a priority

Emergency Planning & Management

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

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Review and update emergency management plan	Contractor(s) and Public Works & Emergency Preparedness Coordinator	By June of 2024	ABR to be determined with funding coming from grant	Will apply for grant	CAO	The Emergency Management Act has been enacted and work is in progress
2. Implement mass notification system	Public Works & Emergency Preparedness Coordinator	By October of 2023	Budget estimated at \$2,000 per year SoF existing operating budget	To be implemented in conjunction with Anmore	CAO	Project has been completed and mass notification (alerting) system is in place. COMPLETE
3. Complete Inventory of emergency supplies replenishment same as needed	Public Works & Emergency Preparedness Coordinator	By August of 2024	ABR estimated at \$15,000 with funding source to be determined		CAO	Project is in progress and will be completed in 2024.

EMERGENCY MANAGEMENT & PREPAREDNESS

We will make public safety a priority

Fire Safety including Wildfire Management

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

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Complete fire safety & resiliency plan	Contractor and Public Works & Emergency Preparedness Coordinator	By June 2023	SoF existing UBCM grant	Completed with grant funds	CAO	COMPLETE
2. Create and maintain wildfire prescriptive zones including development planning area	Contractor and Public Works & Emergency Preparedness Coordinator	By June 2023 2024	SoF existing UBCM grant	\$5,000 to spent on public education from grant funds	CAO	Prescription area mapping has been completed. Development planning area was submitted and completed by B.A. Blackwell & Associates. Further work will be conducted in 2024.
3. Remediation of forest prescription areas	Contractor(s) and Public Works & Emergency Preparedness Coordinator	Ongoing	ABR to be determined to address ongoing wildfire management. Goal is to fund with 100% grant funding if possible	To be completed with grant funding (to be applied for)	CAO	Further UBCM grants will be applied for to implement remediation.
4. Annual Metro Vancouver tax requisition for Sasamat fire service showing on tax notices	Accounting Clerk & Financial Consultant	By May of each year starting in 2024	N/A		CAO	Changes have been to the tax notice and separate tax rates are being calculated. COMPLETE

COMMUNICATION & COMMUNITY ENGAGEMENT

We will place a priority on communicating with our citizens, staff and partners

Communication & Community Engagement

OUTCOMES/MEASURES OF ACHIEVEMENT

- New protocol for community/public input and engagement at Council meetings in place
- Communication protocol for interaction between CAO, staff & Council formalized
- Communication strategy in place for engaging the public on key issues on an ongoing basis including the use of social media
- Implementation and monitoring of communication strategy

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Procedures for Community input & engagement at Council meetings written into updated Council Procedure bylaw	Corporate Officer	By September of 2023	N/A		CAO	New Council Procedure bylaw was adopted on December 4, 2023. COMPLETE
2. Write and adopt internal communications protocols	Corporate Officer	By October of 2023 2024	N/A		CAO	Project has not started.
3. Write, approve, implement and monitor communications strategy including social media presence	Contractor(s)	By October of 2024	N/A		CAO	Project has not started.
4. Hold townhall meetings to engage with citizens on topics of interest and to provide community updates	Corporate Officer	Starting in 2023	N/A	Format for meetings including topics to be approved by Council	CAO	A presentation was held on July 15 th 2023, on the Wildfire DPA; presented by B.A. Blackwell & Associates. Other townhall meeting topics will be presented for consideration.

OPERATIONAL PRIORITIES & STRATEGIES

We will operate efficiently and effectively to provide value and service to our community and residents

Policies, Procedures & Bylaws

OUTCOMES/MEASURES OF ACHIEVEMENT

- Differentiation between Administrative and Council policies/procedures with a policy
- Rewrite, adopt and implement key policies, procedures & bylaws
- Monitoring of key policies, procedures & bylaws to gauge effectiveness and compliance
- Annual review of a least ten (10) impactful policies, procedures & bylaws on a rotating basis

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Develop and adopt Policy on Council versus Administrative Policies/Procedures	Corporate Officer	By October of 2023 2024	N/A		CAO	Draft policy was provided to Council on November 20, 2023 and further information/background was requested.
2. Develop, adopt and implement updated procurement policy	Financial Consultant	By October of 2023 June 2024	N/A		CAO	Draft policy and report are substantially complete and will go forward for staff review.
3. Develop, adopt and implement updated Human Resources policy	CAO	By September of 2023	N/A		CAO	Human resources policy developed and adopted and is being implemented COMPLETE
4. Develop, adopt and implement updated Council Procedure bylaw	Corporate Officer	By September of 2023	N/A		CAO	Council Procedure bylaw developed, adopted and implemented. COMPLETE
5. Conduct and document annual policy reviews including updating policies as needed	Corporate Officer	Annually by December 31 of each year starting in 2024 Complete review of policies 2025	N/A		CAO	Review of policies has started and will continue as a project; a report will be provided on policies to be updated or repealed; new policies will be created as needed

OPERATIONAL PRIORITIES & STRATEGIES

We will operate efficiently and effectively to provide value and service to our community and residents

Operational Reporting & Updates

OUTCOMES/MEASURES OF ACHIEVEMENT

- Quarterly Council reports on public works operational priorities and progress including capital projects
- Quarterly Council reports on administration operational priorities and progress
- Quarterly updates on the status of Council’s Strategic Priorities and Goals

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Complete reporting templates	CAO	By July of 2023	N/A		CAO	Templates have been finalized (see below). <p style="text-align: center;">COMPLETE</p>
2. Produce reports starting with the quarter ending August 31st, 2023	Corporate Officer (Administration reports) Public Works & Emergency Preparedness Coordinator (Public Works reports)	Reports to be submitted by the end of each month following quarter ends	N/A		CAO	All reports have been completed and are on schedule. <p style="text-align: center;">COMPLETE</p>

OPERATIONAL PRIORITIES & STRATEGIES

We will operate efficiently and effectively to provide value and service to our community and residents

Human Resources Planning

OUTCOMES/MEASURES OF ACHIEVEMENT

- Clear human resources plan for staff resource needs in short, medium & long-term
- Plan and terms for engaging external resources (consultants & contractors) to supplement staff
- Implementation of human resource plan including budgeting for resources as approved

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Council report and recommendations on staff resources	CAO	By September 2023 2024 2025	N/A		CAO	Project delayed due to OCP.
2. Council report on consulting resources and recommendations including engineering, finance planning, information technology, etc.	CAO	By September 2023 2024 2025	N/A		CAO	Report will be provided in 2024.
3. Implementation of Human Resources plan including budgeting approved resources & undertaking request for proposals (RFPs) for outside resources as needed	CAO	By March December 2024 2025	ABR to be determined and to be provided for within long-term operating financial plan		CAO	Based on results from above.

OPERATIONAL PRIORITIES & STRATEGIES

We will operate efficiently and effectively to provide value and service to our community and residents

Information Systems & Technology

OUTCOMES/MEASURES OF ACHIEVEMENT

- Secure and stable information systems with protection from threats
- E-commerce capability up and running
- Budget for IT system replacements and improvements including hardware and software
- Plan for content and maintenance of Village website
- Document management system options reviewed and recommendations provided

ACTIONS TO ACHIEVE RESULTS	Assigned Human Resources	Expected Completion Date	Source of Funds (SoF) or Additional Budget Requirements (ABR)	Comments	VoB Project Sponsor	Status Report March 31, 2024
1. Develop and implement staff training programs to make best use of existing programs and technology	CAO & Public Works & Emergency Preparedness Coordinator	By October of 2023 2024 & ongoing	ABR to be determined with any changes to be considered as part of 2024 budget		CAO	Formal training program needs to be established; in part based on staff reviews.
2. Implement e-commerce capabilities for payments, look-ups, email responses, etc.	Financial Consultant & Accounting Clerk	By May of 2024 By 2026	ABR to be determined with any changes to be considered as part of 2024 budget		CAO	Project has not started yet.
3. Review of website content and maintenance and plan for future use	Corporate Officer & Accounting Clerk	By June of 2024 By November 2024	ABR to be determined with any changes to be considered as part of 2025 budget		CAO	Project has not started yet.
4. Conduct system review with IT provider to ensure maximum protection for Village system	CAO & Corporate Officer	By March of 2024 By November 2024	ABR to be determined with any changes to be considered as part of 2025 budget		CAO	Project has not started yet.
5. Create longer term budgets for IT hardware and software replacements	IT provider & Corporate Officer & Accounting Clerk	By September of 2024	ABR to be determined with any changes to be considered as part of 2025 budget	No additional budget required	CAO	Project has been completed as part of long-term financial plan. COMPLETE
6. Complete review of document management system options and provide recommendations	Contractor(s)	By September of 2024	ABR to be determined with any changes to be considered as part of 2025 budget		CAO	Project has not started yet.



COUNCIL REPORT

Date: April 22, 2024
From: Paula Richardson, Chief Administrative Officer
Subject: **Quarterly Department Reports – For Quarter ending March 31, 2024**

Recommendation

That the report dated April 22, 2024 titled “Quarterly Department Reports – For Quarter ending March 31, 2024” be received into the record for information.

Purpose

The purpose of this report is to provide the quarterly departmental updates for administration and public works for the quarter ending March 31, 2024.

Background

As per the approved Strategic Priorities Work Plan the following departmental reports are to be forwarded to Council on a quarterly basis:

- Quarterly Council reports on administration operational priorities and progress
- Quarterly Council reports on public works operational priorities and progress including capital projects

Second quarter reports are included in the appendices to keep Council apprised of work done from January 2024 to the end of March 2024 in the administrative and public works departments. As with the previous quarterly reports, these updates are not intended to be a duplication or repeat of updates already provided in the Strategic Priorities Work Plan status report.

The quarter ending March 31, 2024 has continued to be busy for both the Administration and Public Works Department with day to day work being carried out to ensure residents continue to have the municipal service they rely on. Several larger projects outside of the strategic plan have also been undertaken and completed.

Conclusion

The quarterly departmental reports provide a summary of priorities and progress on work carried out on a day-to-day basis by both administration and public works. It gives Council the opportunity to view projects and work being carried out that are outside the scope of the Strategic Work Plan and which are also important in keeping Village business moving and at the forefront.



Prepared by: Paula Richardson
Chief Administrative Officer

and



Prepared by: Stewart Novak
Public Works and Emergency
Preparedness Coordinator

The following appendices are attached hereto:

Appendix A: Quarterly Administration Report – For Quarter Ending March 31, 2024

Appendix B: Quarterly Public Works Report – For Quarter Ending March 31, 2024

APPENDIX A

Quarterly Administration Report – For Quarter Ending March 31, 2024 Report date: April 22, 2024 (Completed by: CAO and Corporate Officer)			
Administrative Item	Progress or Status	Key Challenges	Comments
Attendance at various other agency meetings such as Metro Vancouver Parks Advisory Cttee & Regional Administrators Advisory Cttee, Council of Councils, NG-911, SVFD Board of Trustees & Vancouver Port Authority	Ongoing	Time constraints	These meetings are attended by the CAO
Continued policy and bylaw work; development of new documents; review and update of older ones	Ongoing	Large number of bylaws and polices which require updating or new bylaws to adhere to new legislative regulations	Council approved
Day to day CAO support for Mayor and members of Council	Ongoing	Time constraints	
Attendance of meetings hosted by Provincial Government re: Bill 44, 47 and 35 and legal workshop (hosted by Lidstone & Co.)	Ongoing	Time constraints	These meetings are lengthy and very often include information which is targeted towards Planners; Belcarra's planning consultants have been asked to participate
Follow up meetings with Planners re Housing Legislation	Ongoing	Time constraints	
UBCM Housing Summit	February 13 & 14		Attended by CAO
CAO Forum	February 21 & 22		Attended by CAO
Development of policies page for the website; uploading of relevant policies	Ongoing	Work continues on the review of old policies; decisions are being made on which policies need to be updated, rewritten and/or to be repealed prior to posting	This work is ongoing; a policies page has gone live, however, it was noted that this continues to be a work in progress and the page will change as policies are reviewed

Administrative Item	Progress or Status	Key Challenges	Comments
Update of bylaws page for the website; continued maintenance of bylaws index	Ongoing		This work is ongoing, and the page is updated regularly as new bylaws are created or existing bylaws are amended
Processing of Freedom of Information (FOI) and Protection of Privacy Requests	Ongoing		For the quarter ending March 31, 2024 there has been one FOI request
Updating of the index of resident parking passes and guest passes	Ongoing		Updating expiry dates to parking passes as received
Full reconciliation of 2023 outstanding parking tickets	Ongoing		Completed in the first quarter of 2024
Tax Notice Amendment	Complete in April		Work with MAIS to prepare tax notice with separate line items as requested by Council
Auditors in office for in person review of files, procedures and documentation	Complete	Time consuming for staff and CAO	Audit work complete with no issues reported; additional legislative requirement added to workload
Providing continued support for various administrative tasks (Clerk position)	Ongoing	learning curve	Filing, answering phone, dealing with public, assists Mayor, bylaw ticketing and collections, miscellaneous assistance for other office staff
Compiling material for the legislatively required Freedom of Information Privacy Management Program	Ongoing	This is a large project and requires concentrated amounts of time working with the consultant as well as working through material the consultant has flagged for review and updating	Work is being done with a consultant to bring the Village into compliance; online educational workshops are planned for staff as well as members of Council in the next quarter
Agenda management	Ongoing	Time consuming and is all encompassing each week prior to an agenda	Ongoing work on agendas and council meetings Involves all of admin staff

Administrative Item	Progress or Status	Key Challenges	Comments
Processing Bylaw ticketing and parking permits	Ongoing		Along with Adjudication prep work for dispute of tickets;
Government reporting, i.e. taxes, utilities, financial plan	Ongoing		
Organizing of public hearing for OCP	Complete	Time consuming for all staff members to ensure appropriate process is followed	Public Hearing is complete; staff to present 2nd reading report which includes follow up on public input items
Updating Highway Encroachment Files for docks	Ongoing	Tracking agreement expiries & insurance documents	This work is being carried out by Belcarra's new administrative support person
Circulating and confirming attendance for Council on external meetings and events	Ongoing		This work is being carried out by Belcarra's new administrative support person
Items for Closed Council meetings	Ongoing	Time consuming report preparation	Various items provided to Council in Closed meetings.
ELC/Pooni Group meetings re: development application	Ongoing	Time consuming meetings; large volume of correspondence with back and forth between planners, proponent and staff	Work being conducted as per Council motion of November 6, 2023.
Road Ends – report presented at the April 2, 2024 Council Meeting	Ongoing	Time consuming; there will be a large amount of work done which is not included in the strategic plan	Road ends report presented; large amount of comments at the OCP PH created further follow-up work with planning consultants and legal; staff recommends that the strategic plan be amended to accommodate this project
Farrer Cove requests for access via Parks road brought forward at the Public Hearing for the OCP	Ongoing	Time consuming; ensuring all legal parameters are followed prior to reporting back at 2 nd reading	Time for the CAO and the Corporate Officer has been spent on meetings with MV staff to follow up on residents' input at the PH Hearing for the OCP

Administrative Item	Progress or Status	Key Challenges	Comments
Fire Protection Bylaw and Policy	In progress	Time; this is a larger project which requires input from the SVFD Fire Chief	Work is being carried out on updating the existing bylaw as well as creating a policy in conjunction with the SVFD Fire Chief
Updating of the Village's website	In progress	Time consuming, however once this is complete, it will negate the time spent due to efficiencies created	Updates are being done on the background aspect of the website to allow staff more control on records management within the site; training will be provided with the goal being more efficiency with less reliance on the website designer
Obtaining legal advice on various topics	Ongoing	Time consuming; there are legal questions that need to be addressed; background information to be gathered and provided; meetings are held with legal to review material allowing staff to provide appropriate answers	Questions and concerns are raised by Council and residents which require legal viewpoints to give appropriate answers, many of these topics fall outside of the strategic plan parameters

APPENDIX B

Quarterly Public Works Report – For Quarter Ending March 31, 2024 Report date: April 22, 2024 (Completed by: Public Works and Emergency Preparedness Coordinator)			
Operational Item	Progress or Status	Challenges	Comments
<ul style="list-style-type: none"> ▪ WARD operations 	Status Normal	On going problems with contaminated products being deposited into bins.	Planning to repair broken pavement along fence line.
<ul style="list-style-type: none"> ▪ Annual spring chipping 	Scheduled for April 22, 2024		Each residence is allowed one chipping pile only
<ul style="list-style-type: none"> ▪ Options for Addressing Water System Deficiencies 	Work in progress. Report pending		
<ul style="list-style-type: none"> ▪ Marine Ave - Mill & Fill (Marine) 	In progress (designing) – approved at the January 22, 2024 Council Meeting		
<ul style="list-style-type: none"> ▪ Bedwell Bay Upgrade Project (BBUP) 	In progress. Concept design being developed for review.		Supporting grant funding has been approved.
<ul style="list-style-type: none"> ▪ Bedwell Bay Rd. Guard Rails 	Receiving quotes		TransLink grant funding project Completed in April 2024
<ul style="list-style-type: none"> ▪ Winter Road Maintenance 	Minimal snow plowing required in this quarter. Roads are being salted daily.		
<ul style="list-style-type: none"> ▪ GIS Mapping – Mycivitas & Mergin Maps programs by Land Info Tech 	Training and implementation		Ongoing
<ul style="list-style-type: none"> ▪ Municipal Water connection Permits 	In progress		1 in progress
<ul style="list-style-type: none"> ▪ Hydrological study, Bedwell Bay Road 	Receiving Quotes		

Operational Item	Progress or Status	Challenges	Comments
<ul style="list-style-type: none"> ▪ Water Meter status update 	Reported to council for information - status of metering infrastructure in place and general cost to make the system functional.	Outdated and obsolete equipment.	Report submitted to council