

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for
Tuesday, September 20, 2022, at 7:00 p.m. in **Gymnasium at Anmore**
Elementary School, 30 Elementary Road, Anmore, BC



NOTE: Members of the public not attending in person may view our Regular Council meeting by accessing the meeting via our YouTube channel. For those who are not attending in person, questions/comments under Item 3 Public Input, or Item 17 Public Question Period may be submitted up to 4:00pm on meeting days to karen.elrick@anmore.com to be read by the Corporate Officer during the meeting.
https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view_as=subscriber

THIS MEETING'S PROCEEDINGS WILL BE BROADCAST LIVE VIA YOUTUBE AND AVAILABLE AS A
RECORDED ARCHIVE ON THE VILLAGE WEBSITE

1. Call to Order

2. Approval of the Agenda

Recommendation: That the Agenda be approved as circulated.

3. Public Input

*Note: The public is permitted to provide comments to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

4. Delegations

None.

5. Adoption of Minutes

Page 4 **(a) Minutes of the Regular Council Meeting held on July 5, 2022**

Recommendation: That the Minutes of the Regular Council Meeting held July 5, 2022 be adopted, as circulated.

6. Business Arising from Minutes

7. Consent Agenda

Note: Any Council member who wishes to remove an item for further discussion may do so at this time.

Recommendation: That the Consent agenda be adopted.

Page 10 (a) **Village of Belcarra – Request for Comment on the Draft Village of Belcarra Official Community Plan (OCP)**

Recommendation: That Council receive the letter dated July 20, 2022 from the Village of Belcarra regarding Request for Comment on the Draft Village of Belcarra Official Community Plan (OCP), for information.

Page 66 (b) **Anmore Climate Action Program Survey Submission Report**

Recommendation: That Council receive the Anmore Climate Action Program Survey Submission report generated August 5, 2022, for information.

Page 72 (c) **Coquitlam Search and Rescue Sponsorship Report**

Recommendation: That Council receive the Coquitlam Search and Rescue Sponsorship Report, for information.

8. Items Removed from the Consent Agenda

9. Legislative Reports

Page 75 (a) **Ma Murray Lane road dedication removal – Bylaw 664-2022**

Report dated September 14, 2022 by Chris Boit, Manager of Development Services, attached.

Page 82 (b) **Anmore Community Hub Loan Authorization Bylaw No. 663-2022**

Report dated September 15, 2022 by Lena Martin, Manager of Financial Services, attached.

10. Unfinished Business

None.

11. New Business**Page 119 (a) Award of Website Development & Support Contract**

Report dated September 12, 2022 from Juli Halliwell, CAO, attached.

12. Items from Committee of the Whole, Committees, and Commissions

None.

13. Mayor's Report**14. Councillors Reports****15. Chief Administrative Officer's Report****16. Information Items****(a) Committees, Commissions and Boards – Minutes**

Page 122 • Minutes of the Sasamat Volunteer Fire Department Board of Trustees meeting held on March 3, 2022

Page 126 • Minutes of the Sasamat Volunteer Fire Department Board of Trustees meeting held on June 2, 2022

(b) General Correspondence

Page 129 • Metro Vancouver Board in Brief for meetings held on June 24, 2022

Page 140 • Communication dated July 25, 2022 from Canada Community – Building Fund BC regarding first Community Works Fund Payment for 2022/2023.

Page 141 • Metro Vancouver Board in Brief for meetings held on July 29, 2022

Page 160 • Communication dated August 15, 2022 from Ombudsperson British Columbia re Quarterly Report: April 1 – June 30, 2022

Page 164 • Communication dated August 31, 2022 from Forest Enhancement Society of British Columbia

Page 165 • Communication from Aboriginal Housing Management Association dated September 6, 2022 regarding AMHA Strategy.

17. Public Question Period

**Note: The public is permitted to ask questions of Council regarding any item pertaining to Village business. A two-minute time limit applies to speakers.*

18. Adjournment

REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for
Tuesday, July 5, 2022, at 7:00 p.m. in **Gymnasium at Anmore Elementary
School, 30 Elementary Road, Anmore, BC**



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Polly Krier
Councillor Tim Laidler
Councillor Kim Trowbridge
Councillor Paul Weverink

ABSENT

OTHERS PRESENT

Juli Halliwell, CAO
Karen Elrick, Manager of Corporate Services
Lena Martin, Manager of Financial Services
Chris Boit, Manager of Development Services

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R074/22 That the Agenda be approved as amended to include the addition
of item 11 (d) Summer Traffic Control Funding.

Carried Unanimously

3. Public Input

None.

4. Delegations

(a) FireSmart Program Presentation

Tamara Mayers, FireSmart Coordinator provided a presentation on FireSmart and the FireSmart assessment program which is included as Attachment 1 and forms part of the

original minutes. Ms. Mayers also noted the uptake on assessments in Anmore has been good and that the program has been extended to allow for booking of first assessments before September 1.

(b) Hal Weinberg Scholarship Presentation

Council presented the 2022 Hal Weinberg Scholarship to Emily Mueckel and Lenon Mueckel and thanked them both for their continuing contribution as volunteers within the Anmore community.

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on June 21, 2022

It was MOVED and SECONDED:

R075/022 That the Minutes of the Regular Council Meeting held June 21, 2022 be adopted, as circulated.

Carried Unanimously

6. Business Arising from Minutes

7. Consent Agenda

It was MOVED and SECONDED:

R076/022 That the Consent agenda be adopted.

Carried Unanimously

(a) 2022 Eligible School Sites Proposal Resolution

Recommendation: That Council accept the School District No. 43 Board's 2022 proposed eligible school site requirements.

8. Items Removed from the Consent Agenda

None.

9. Legislative Reports

None.

10. Unfinished Business

None.

11. New Business**(a) Village of Anmore 2021 Water Quality Report**

It was MOVED and SECONDED:

R077/022 That Council receive the Village of Anmore 2021 Annual
Water Quality Report, for information.

Carried Unanimously

(b) Additional Capital Request – 2022 Capital Works

Mr. Chris Boit, ISL Engineering, provided an overview of the tender results for the 2022 Capital Works program which were over the allocated budget.

It was MOVED and SECONDED:

R078/022 THAT Council approve the transfer of \$231,310 from the Capital
Reserves and authorize the award the 2022 Capital Works Program to
Jack Cewe for a total contract price of \$819,332 including GST.

Carried Unanimously

(c) Appointment of Chief Financial Officer

It was MOVED and SECONDED:

R079/022 That Lena Martin be appointed as the Chief Financial Officer
for the Village of Anmore pursuant to section 149 of the
Community Charter; AND

That Council designate, Juli Halliwell, Chief Administrative Officer,
as the primary Staff signatory for banking purposes for the Village
of Anmore; and that, Karen Elrick, Manager of Corporate Services,

and that Lena Martin, Manager of Financial Services be designated as the alternate Staff signatory;

And Further That Council affirm all Village-issued payments require the signature of one Council signatory and one Staff signatory.

Carried Unanimously

(d) Summer Traffic Control Funding

Ms. Juli Halliwell, CAO, provided an overview of the potential costs for traffic control for Buntzen Lake at East Road and Sunnyside, should Council choose to provide ongoing funding. It was noted that BC Hydro agreed to cover the cost for the first weekend of the new parking reservation system but they have indicated they do not intend to provide further funding. Ms. Halliwell noted that the intention would be to schedule traffic control on weekends where the weather was nice and that the cost for a 4 hour shift is approximately \$700.

It was MOVED and SECONDED:

R080/022 That Council authorize funding for up to \$9,000 for 2022 for traffic control personnel related to Buntzen Lake Traffic allocated from surplus reserve and that staff be directed to continue to consult with Hydro regarding cost sharing.

Carried Unanimously

12. Items from Committee of the Whole, Committees, and Commissions

None.

13. Mayor's Report

Mayor McEwen reported that:

- He has received positive feedback on the new Buntzen Lake parking reservation system and the Fire Chief
- He attended a tree planting ceremony with the Grade 5s along with Cllr Krier and Cllr Weverink organized by the Anmore Garden Club with financial support from the Village
- He will attend the Eagle Ridge Hospital Foundation fundraising event at Swan E Set tomorrow and noted that the new emergency section is now open at Eagle Ridge Hospital

- He discussed with Council holding Ma Murray day on the second Sunday in September as an evening event this year

14. Councillors Reports

Cllr. Weverink reported that:

- He enjoyed the Garden Club event with the Grade 5s
- He is looking forward to Ma Murray Day

Cllr. Krier reported that:

- She wanted to thank Cllr. Trowbridge for his monitoring and report on Buntzen Lake Traffic and congratulated Lena Martin on her appointment as Chief Financial Officer
- She attended the Chamber of Commerce golf tournament
- She attended the Grade 5 tree planting ceremony
- She will be attending meetings over the summer for Mental Heal Task Force and Healthy Communities

15. Chief Administrative Officer's Report

Ms. Juli Halliwell, CAO, reported that property taxes were due on July 4 and late penalties have now been applied. Ms. Halliwell also noted that all the excavation for the Anmore Community Hub is complete and that concrete should be poured next week.

16. Information Items

(a) Committees, Commissions and Boards – Minutes

- Minutes of the Public Hearing held on June 21, 2022

(b) General Correspondence

- Communication dated June 16, 2022 from Town of Gibsons regarding Hospice Services Funding – UBCM resolution from Town of Gibsons

17. Public Question Period

Joerge Dyrkton, Anmore, asked why Council's Strategic Plan including provision of alternate options for sewer collection and treatment and creation of opportunities to work, shop and play within Anmore as being different from the OCP. It was replied that

these are two different documents and that Anmore was successful in facilitating an alternate sewer option for Anmore Green Estates as mandated by the Province and that residents have noted that they would like to be able to walk to amenities and limit the environmental impact of driving. The Council Strategic Plan was brought forward to the public with no comments received at the time.

18. Adjournment

It was MOVED and SECONDED:

R081/22 That the meeting be adjourned at 8:07p.m.

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor



VILLAGE OF BELCARRA

"Between Forest and Sea"

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belcarra@belcarra.ca • www.belcarra.ca



July 20, 2022

File: 6480-07

RE: Request for Comment on the Draft Village of Belcarra Official Community Plan (OCP)

In 2021, Village of Belcarra Council undertook to review its Official Community Plan. In December 2021, Council appointed 11 community members to an Official Community Plan Review Committee. Since January 26, 2022, the OCP Review Committee has been working diligently reviewing Belcarra's 2011 OCP with a view to bringing forward an updated draft OCP for Council's consideration and approval. This review has been supported by external planning consultants.

This work has included numerous committee meetings, two virtual Open Houses and a community survey. On June 27, 2022, the Committee submitted its proposed draft OCP to Council. Council resolved to authorize staff to release the draft Official Community Plan and refer the plan to the necessary commenting agencies for review and feedback.

Accordingly, we enclose the draft Official Community Plan (June 24, 2022) for review and invite your organization to submit written comments by Thursday, August 25, 2022. Should we not hear from your organization by that date, we will assume that your organization does not have any comments on the draft OCP.

Comments by mail, e-mail or fax may be submitted to:

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

E-mail: prichardson@belcarra.ca

Fax: 604-939-5034

Please direct questions regarding the draft OCP Official Community Plan to prichardson@belcarra.ca or call Paula Richardson at 604-937-4100.

Sincerely,

Paula Richardson
Acting Chief Administrative Officer

Village of Belcarra Updated Official Community Plan



**This draft OCP document has been prepared with the
guidance and input from the OCP Review Committee.
June 24, 2022**



ACKNOWLEDGEMENT

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.

Tum-Tumay-Whueton, or Belcarra, is home to an ancestral village of the Tsleil-Waututh Nation. Belcarra is grateful for the meaningful contributions made by Tsleil-Waututh Nation 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.

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

- **Village of Belcarra Staff**

- Lorna Dysart, CAO
- Dennis Back, Acting CAO
- Paula Richardson, Acting Corporate Officer
- Stewart Novak, Public Works

- **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 at the mouth of the Burrard Inlet within the traditional territory of Tsleil-Waututh Nation. Belcarra is a unique community, peaceful, surrounded by nature, with a pace of life that is unhurried. The community is attractive to those seeking a quiet semi-rural setting close to parks and the waterfront. One of Belcarra's greatest strengths is the character of its residents. Belcarra residents care deeply about their community and are highly engaged in municipal affairs. It should come as no surprise that the OCP garnered a lot of interest from residents, which was welcomed throughout the process.

Belcarra is known for its calm setting and placement in some of the region's most spectacular parks. As a neighbour to təmtə́míxw̓tən (Belcarra Regional Park) and Say Nuth Khaw Yum (Indian Arm) Provincial Park, Belcarra is surrounded by natural beauty. Belcarra is a popular regional destination for hikers, scuba divers, water skiers, and those seeking a quiet respite from the city.

This 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. The process also presented an opportunity for relationship building with Tsleil-Waututh Nation, laying the groundwork for future reconciliation and collaboration. 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 TRC Definition of Reconciliation

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

Belcarra is an ageing community in a growing 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. This Plan 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.

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 5.5km², is home to Say Nuth Khaw Yum (Indian Arm) Provincial Park and təmtəxíwtən (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 Cities of Coquitlam and 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 təmtəxíwtən (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, mobility, environment, 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:

- residential development to meet anticipated housing needs for the next five (5) years;
- existing and proposed land uses (e.g., residential, commercial, industrial etc.);

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 along with implying that the community has a strong role in ensuring the plan is implemented.
- **Plan**, meaning there is a relevant strategy for achieving future goals and vision.

- sand and gravel deposits suitable for future extraction;
- phasing of major road and water systems;
- restrictions on the use of land with hazardous conditions or environmental sensitivity;
- 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.

How does an OCP relate to other Plans?

An OCP must be consistent with a Regional Growth Strategy (RGS) where it applies to a municipality. An 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. Belcarra's OCP will inform the Zoning Bylaw which will play a major role in implementing the OCP's policies. Belcarra's OCP must also be consistent with "Metro 2050" RGS.



Regional Growth Strategy

Belcarra Official Community Plan

Belcarra Zoning Bylaw

An OCP is informed by many other regional, municipal, and area plans. At a regional level, the Belcarra OCP is informed by Metro Vancouver's Parks Plan and TransLink's Transport 2050 which provide overarching policy frameworks for parks and recreation areas across the region and our regional transportation network. At a municipal level, the Belcarra OCP is informed by Belcarra's Strategic Plan, Housing Needs Report, Bedwell Bay Sustainability Plan; and a broad collection of policies and bylaws. At an area level, the Belcarra OCP is informed by the Vancouver Fraser Port Authority's Land Use Plan (particularly policies related to the Indian Arm Planning Area) 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

Belcarra's OCP contains ten (10) strategic goals that are easy-to-remember statements of what needs to be accomplished to move forward towards a vision. 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 are rules and/or direction on which day to day decisions are based. Policies should be specific, 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.

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 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 Regional Growth Strategy (RGS). The new RGS has received first and second reading by the MVRD, and all Metro Vancouver municipalities have been requested in writing to endorse the new RGS. Belcarra's OCP will need to be consistent with the "Metro 2050" RGS once it is adopted by the MVRD.

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 identified July 2022 as the target for adopting a new OCP for Belcarra.

A Planning Process with Four (4) Phases

The OCP Review planning process was structured into four (4) 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 planning consultants met with administration and the OCP Review Committee for the first time. Phase 1 involved a lot of due diligence work (review of existing policies and reports provided by Belcarra). This work was supplemented by conversations with Village staff and comprehensive site visits, by land and sea, 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 basemap.

Phase 2 included three (3) visioning exercises with the community: 1) a community survey; 2) a public open house; and 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 Draft OCP — a strong policy framework that reflects the shared needs and interests of the community. The Draft Plan was circulated to those noted above, and revisions were made to the Draft OCP, before it was finalized and recommended by the OCP Review Committee for adoption.

Phase 4: Plan Adoption

The OCP was recommended to Council by the OCP Review Committee. Council considered the recommendations of the OCP Review Committee alongside comments and recommendations provided by members of the public through the public hearing process. The OCP was referred to the Province of British Columbia for approval after it received third reading from Council. The OCP was adopted by Council on XXXXXXXXXX as Bylaw XXXX.

COMMUNITY ENGAGEMENT

Two (2) phases of public engagement were undertaken 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 20 years.

Phase 1 Community Engagement Objectives

The objectives of the first phase of community engagement were as follows:

- To inform the community about OCPs;
- To inform the community about the OCP planning process;
- To consult and involve the community in defining Belcarra's character;
- To consult and involve the community in developing a vision for Belcarra; and
- To consult and involve the community in identifying emerging priorities.

Phase 1 Community Engagement Activities

A series of posters were installed at the community mailboxes/bus shelters to inform residents about the OCP Review. The posters also served to inform residents about OCPs so they would have the understanding required to provide meaningful input into the planning process. The posters also invited residents to join the conversation and advertised upcoming engagement activities. 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.

Phase 2 Community Engagement Objectives

The objectives of the second phase of community engagement were as follows:

- To report back what was heard in the first phase of community engagement;
- To inform the community about the OCP planning and adoption process;
- To consult and involve the community on the draft vision;
- To consult and involve the community on the draft strategic goals;
- To inform the community about the Draft OCP and Land Use Maps; and
- To consult and involve the community on the Draft OCP and Land Use Maps.

Phase 2 Community Engagement Activities

Posters were installed at the community mailboxes/bus shelters to: 1) inform residents about the draft vision and strategic goals; and 2) invite the community to a virtual open house. The virtual open house was attended by 34 residents, staff, and elected officials.

OCP Review Committee

Council appointed an 11-member OCP Review Committee to provide recommendations to Council regarding revisions and updates to the existing Belcarra OCP which was adopted in 2011. The OCP Review Committee was also tasked with the following:

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

The OCP Review Committee served until the OCP was adopted by Council.

Monthly Meetings

The 11-member OCP Review Committee participated in monthly meetings with the Village's planning consultants to craft Belcarra's updated OCP. The Committee met eight (8) 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.

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 Department
- Metro Vancouver Parks Department
- Vancouver Fraser Port Authority
- TransLink
- BC Hydro
- City of Port Moody
- Tri-Cities Chamber of Commerce
- Public Works and Engineering
- Sasamat Outdoor Centre
- Sasamat Fire Department

The Village of Anmore thanked Belcarra for the notification, but declined an invitation to meet.

Belcarra provided neighbouring municipalities and key stakeholders an opportunity to review and comment on the Draft OCP document and Land Use Maps before the plan was finalized and recommended to Council for adoption.

Engaging Tsleil-Waututh Nation [PLACEHOLDER]

Belcarra extended an invitation to Tsleil-Wuatuth Nation, on a government-to-government basis, to collaborate on the OCP Review. Belcarra is committed to advancing reconciliation within the community and working towards developing a stronger working relationship with Tsleil-Waututh.

[To be updated when the official referral process to the Nation has been completed.]

OCP Review Webpage

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. Meeting agendas, minutes, presentations, and video recordings from all public OCP Review Committee meetings were also published on the project webpage for information and transparency.



Community Events



Engagement Activities



HISTORY OF BELCARRA

Municipal History

Belcarra is located within the traditional territory of Tsleil-Waututh Nation who have been stewards of the Belcarra area for at least 3,000 years. Settlement of the area occupied by present-day Belcarra began in 1859, when the Burrard Inlet and North Arm areas were mapped by the Royal Navy survey ship H.M.S. Plamper.

The first land owner, in what is now Belcarra, 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 payment for legal representation, Hall's land was transferred in 1882 to his lawyer, William Norman Bole, who developed the land as a summer destination for his family. Bole has significant ties to the initial settlement in the area and the Village's name, "Belcarra." 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 and a few cottages have been designated under the City of Port Moody Heritage Register.

The abundance of natural resources within the Belcarra area made it a prime location for industry. In 1870, the first Timber Lease was issued by the Colonial Government to the Moodyville Mill on the eastern shore of Bedwell Bay and was hand-logged by Stephen Decker. A second phase of logging within the Bedwell Bay area occurred between 1900 and 1905, when fir and cedar trees were logged.

Between 1907 and 1917, the Bedwell Bay Federal Crown Land was surveyed by the Dominion Government of Canada, subdivided into "200 villa-style lots" and named "Woodhaven" at the time the lots were sold in 1911. Original survey pins have been said to be found within the second-growth forest in the area today.

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.

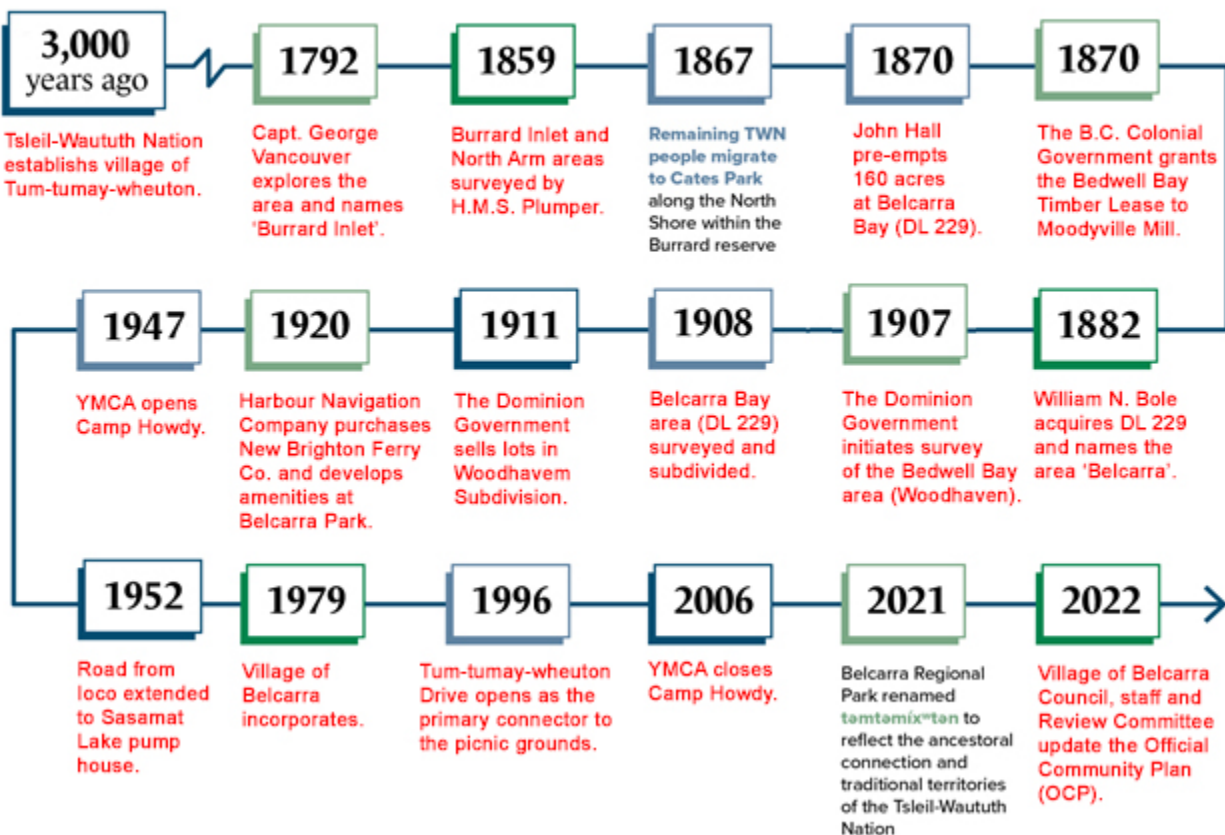
Through the 1930s, the idea of a road to Belcarra began to form with formal submissions to the Provincial Government. Construction of the road eventually began in 1952 with an extension from the present-day First Avenue in Ioco to the Sasamat Lake pump house.

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 still referred to as "Camp Howdy" by local residents.

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 Belcarra Regional Park increased substantially during the 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-Wheuton Drive as the primary road access to the Belcarra 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, Metro Vancouver renamed the Belcarra Regional Park in recognition of the ancestral land of the Tsleil-Waututh Nation. The park is now officially renamed “təmtəmix̓w̓tən”, which means “biggest place for all the people” in the local Indigenous language. The 1,100 hectare (2,718 acre) regional park is a key destination for Metro Vancouver visitors and residents alike.

Timeline



First Peoples [PLACEHOLDER FOR TSLEIL-WAUTUTH COLLABORATION]

[This section serves as a placeholder to share the history of the Tsleil-Waututh people in their own words. One of the strategic goals of the OCP is to advance reconciliation in the Belcarra community with the Tsleil-Waututh. The intent is also to include a map that identifies places of cultural and historical significance within the community.]

TECHNICAL BACKGROUND

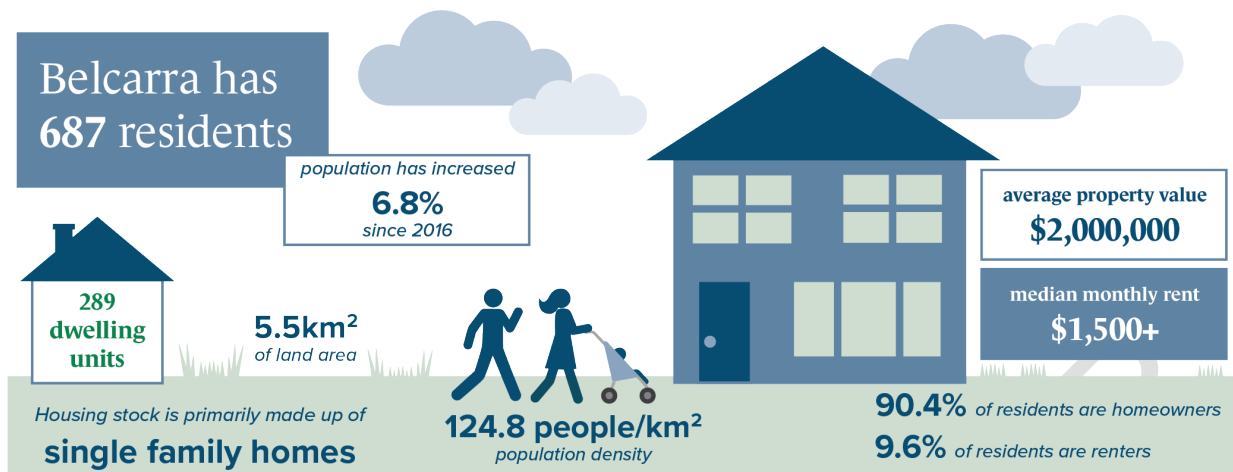
Environmental Characteristics

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. t̓əmt̓əmíxw̓t̓ən (Belcarra Regional Park) and Say nuth Khaw Yum (Indian Arm) Provincial Park are both located within the Village's boundary. These parks, and some surrounding areas, are designated as Conservation and Recreation land due to their significant environmental contribution to the Bedwell Bay area. 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 to sustain the natural beauty that contributes to the distinctive character of the community.

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. Metro Vancouver's RGS anticipates growth to continue to occur across the region; however, Belcarra is not deemed a key area for growth within the region and is outside of Metro Vancouver's urban containment boundary. Regardless, if significant growth were to occur within Belcarra, the current land use pattern could not adequately accommodate the needs of potential newcomers.

Belcarra is a small Village with a total land area of 5.5 square kilometres; however, only 30% (1.6 km²) is developable area. Accordingly, the current population density of the village per square kilometre is 124.8 overall 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 growth of new construction 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.



Housing Needs

Belcarra is required, by the province, to conduct a Housing Needs Assessment (HNA) every five (5) 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 uncovers 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. 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 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 (i.e., duplex, apartments, and accessory 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 the table below. Although the total demand for housing units is not expected to increase significantly, the type of housing units is expected to change as demand for smaller units grows in response to Belcarra's ageing population.

Table 1 Housing Needs Report Summary (2021)

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

Belcarra is an aging community 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 to reflect the needs of anticipated regional population growth.

Existing Community Services

The following provides a list of the key community facilities that exist within Belcarra and are shown on **Figure 5 – 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);
- A multi-sport court;
- Parks (Metro Vancouver and BC Parks); and
- The Village Hall.

Existing Infrastructure

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

Water System

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 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 add additional 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. These studies highlighted several options for additional reservoirs and pumps, respectively. However, all options require significant capital investments for new infrastructure.

Residents living on water access only properties, and other sections of Belcarra that are not contiguous with the main community, source their water from wells or other sources.

COMMUNITY CHARACTER

Belcarra residents were asked: "What three (3) 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.



EMERGING PRIORITIES

The community engagement process identified policy areas 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 (5) themes from the three (3) engagement activities were as follows:

Table 2 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

The community generally agrees on the emerging priorities for which Belcarra should be planning for through the strategic objectives and policies of the OCP.

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. The purpose of the community survey was twofold: 1) to better understand the community's aspirations; and 2) to better understand the community's priorities. A total of 111 residents completed the survey representing 16 percent of the population. Residents were asked ten (10) questions in the survey including the following:

- What do you love most about your community?
- In 20 years, Belcarra will be ... (finish the sentence).
- What three (3) emerging priorities should Belcarra be planning for?
- What is one (1) thing you would change about Belcarra?

Village residents had an opportunity to explore these themes in greater detail during a public open house. A total of 51 residents, elected officials, and Village staff attended the open house. In small breakout rooms, the following questions were discussed:

- When you think of Belcarra 20 years from now, what does your ideal community look like?
- What needs to change about Belcarra today for your ideal to become a reality?
- What emerging priorities should the OCP address? Why?

Members of the OCP Review Committee participated in a similar workshop where they discussed the following questions:

- What three (3) words would you use to describe Belcarra today?
- In 20 years, Belcarra will be ... (finish the sentence).
- What emerging priorities should Belcarra be planning for?

Feedback from these engagement activities was themed and analyzed to develop the vision and strategic goals presented below.

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, and to care for and safeguard this special place for future generations.”

Strategic Goals

1. To advance indigenous reconciliation within the Belcarra community.
2. To ensure long-term financial sustainability.
3. To be a steward of the natural environment.
4. To be prepared for emergencies.
5. To meet the regional greenhouse gas reduction target.
6. To be a safe place for residents and visitors to explore.
7. To be a Village that offers a range of housing options.
8. To be a municipality that evolves progressively and sustainably.
9. To be a community where residents feel engaged, informed, and heard.
10. To be a connected neighbour with strong inter-governmental relationships.

KEY POLICY AREAS

The OCP has nine (9) key policy areas: 1) Natural Environment; 2) Financial Sustainability; 3) Hazard Lands; 4) Climate Change; 5) Mobility; 6) Municipal Infrastructure; 7) Land Use Designations; 8) Communication, Collaboration, and Reconciliation; and 9) Implementation. The OCP is intended to be read as a whole. The key policy areas, when read together, form a comprehensive policy framework that will guide land use planning, growth, and development in Belcarra for the next 5 to 10 years.

Natural Environment

Belcarra is a coastal community on the shores of Bedwell Bay and Indian Arm. 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. 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.

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 Arm estuary. For at least three thousand years, 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 supporting the Tsleil-Waututh village site at *təmtəmíxʷtən* (Belcarra). The VFPA Land Use Plan provides a land use policy framework to accommodate growth in a socially, environmentally, and economically responsible way.

For all lands and waters managed by the port authority, a project permit is required for: 1) new private or shared recreational docks; 2) maintenance, upgrades, or repairs to existing docks; and 3) removal of an existing dock. The VFPA does not permit new recreational docks in important environmental areas. Important environmental areas have identified fish and fish habitat value, occur 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. Important environmental areas are identified on **Figure 7 – Metro Vancouver Environmentally Sensitive Areas Map (2020)**.

The VFPA is collaborating with Tsleil-Waututh Nation on a number of conservation projects. The VFPA has implemented an indefinite moratorium on new recreational dock development in Bedwell Bay while this important conservation work is undertaken. VFPA controls issuance of recreational waterlot licences and construction of recreational docks, not the Village of Belcarra, and all marine development applications are referred to VFPA.

It is a policy of Council to:

1. Refer all land use planning and development applications, within VFPA lands and waters, to the port authority for review. Applications must comply with the port authority's 'Land Use Plan' and the ['Recreational Dock Guidelines For Burrard Inlet'](#) published by VFPA.

2. Support VFPA in prohibiting the construction of new recreational docks (single or shared) in important environmental areas.
3. Support VFPA in prohibiting the construction of new recreational docks (single or shared) in Bedwell Bay until the VFPA moratorium is lifted.
4. Advocate VFPA to protect the Bedwell Bay eelgrass beds by working with existing recreational waterlot licencees to ensure a minimum depth of water below the float at low tide.
5. Advocate VFPA to develop a process to convert, over time, individual and shared docks in Bedwell Bay to group wharfage facilities in order to create opportunities for non-waterfront residents to obtain recreational access to Bedwell Bay.
6. Encourage existing group wharfage societies with fewer than six members to increase the size of their groups to the optimum number of six members in order to create opportunities for non-waterfront residents to obtain recreational access to Bedwell Bay.
7. Collaborate with the VFPA and Tsleil-Waututh Nation on port authority led initiatives to monitor, protect, and enhance critical terrestrial, marine, and estuarine environments.

Regional Conservation and Recreation Areas

Seventy percent of Belcarra is designated Conservation and Recreation by Metro Vancouver. 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 8 – Metro Vancouver Land Use Designations Map** and include places like təmtə́míxʷtən (Belcarra Regional Park) and Say Nuth Khaw Yum (Indian Arm) Provincial Park.

It is a policy of Council to:

1. Protect and enhance conservation and recreation areas by buffering them from adjacent uses.
2. Permit uses that are consistent with the intent of Metro Vancouver's conservation and recreation designation.
3. Strive for no net ecosystem loss when developing and operating utility and transportation infrastructure in regional conservation and recreation areas.
4. Invite Tsleil-Waututh Nation to share their knowledge and history of the regional conservation and recreation areas.

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 Metro Vancouver based on 2020 data. Belcarra's ESAs include natural features like eelgrass, mature forests, wetlands, woodlands, and riparian areas. Lands identified as ESAs are shown on **Figure 7 – Metro Vancouver Environmentally Sensitive Areas Map (2020)**.

It is a policy of Council to:

1. Strive for no net ecosystem loss in environmentally sensitive areas through planning and development processes.
2. Require planning and development applications to demonstrate how ecosystem loss will be mitigated, to the greatest extent possible, where it is unavoidable.
3. Require ecosystem restoration as a condition of development permit approval.
4. Support the research and work being undertaken by Tsleil-Waututh Nation, VFPA and Metro Vancouver to identify, protect, and enhance ESAs.
5. Update the municipality's ESA mapping as new data is provided by Metro Vancouver and the Vancouver Fraser Port Authority (VFPA).

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 7 – Metro Vancouver Environmentally Sensitive Areas Map (2020)**, including mature forests, woodlands, and young forests.

It is a policy of Council to:

1. Support the management of trees on municipal property through the Managing Trees, Views, and Landscapes Bylaw.
2. 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 such as riparian zones.

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:

1. Partner with the Invasive Species Council of Metro Vancouver to update the Invasive Species Catalogue and Map.
2. Develop an Invasive Species Management Plan based on an updated catalogue and map for the community.
3. Partner with the Invasive Species Council of Metro Vancouver to raise awareness of invasive species (and invasive species management) through public education and community events.
4. Support Metro Vancouver management of invasive species in təmtəx̱wtən (Belcarra Regional Park).
5. Support BC Parks management of invasive species in Say Nuth Khaw Yum (Indian Arm) Provincial Park.
6. Publish information on Belcarra's website regarding invasive species (and their management) on the Village website for public education.

Wildlife Management

Belcarra is surrounded by natural beauty that is home to a variety of birds and wildlife. Otters and 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 we are fortunate to share our natural environment with.

It is a policy of Council to:

1. Enforce the Wildlife and Vector Control Bylaw.
2. Support the Ministry of Environment's Bear Smart Community program through public outreach and education.
3. Support community led initiatives to become an official "Bear Smart" Community.
4. Invite Tsleil-Waututh Nation to share wildlife stories to promote learning and relationship building.
5. Support Metro Vancouver's conservation efforts to protect Roughskin Newts and other threatened and endangered species within regionally designated conservation and recreation areas.
6. Publish information on Belcarra's website regarding Metro Vancouver's multi-year Roughskin Newts monitoring program for public education.

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:

1. Support ongoing research and monitoring initiatives underway by Tsleil-Waututh Nation and their partners to implement the Burrard Inlet Action Plan.
2. Advocate that the VFPA prohibit the discharge of sewage from all boats and marine craft into Bedwell Bay. (Note: Belcarra has advocated for sewage discharge regulations for many years, but Bedwell Bay is Federal jurisdiction and the Federal government has not supported Belcarra's initiatives.)
3. Support local initiatives to clean municipal beaches and shorelines.
4. Publish local water quality resources on the Village website for public education.

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 compromise air quality as vehicle trips are made to access necessities, employment, and schools.

It is a policy of Council to:

1. Promote active transportation to eliminate short vehicle trips to reduce transportation emissions.
2. Advocate additional public transit service to reduce vehicle trips to tæmtæmíxʷtæn (Belcarra Regional Park) and Say Nuth Khaw Yum (Indian Arm) Provincial Park.
3. Lead by reducing vehicle emissions from municipal fleet vehicles and equipment.
4. Publish local and provincial air quality monitoring and reporting resources on the Village website for public education.

Hazard Lands

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, steep slopes and wildfire.

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:

1. Collaborate with the *Sasamat Volunteer Fire Department* (SVFD) to develop an *Emergency Response Plan* (ERP).
2. Collaborate with the SVFD to annually test the *Emergency Response Plan*.
3. Collaborate with Anmore, Port Moody, Metro Vancouver, the Province of British Columbia, BC Hydro, and the SVFD to develop a coordinated ERP to prepare for sub-regional emergencies.
4. Publish the *Emergency Response Plan*, including evacuation routes, on the Village website for public education.
5. Collaborate with the SVFD to coordinate mutual aid response resources for the community, and particularly for more remote water-access-only properties.
6. Encourage the adoption of residential indoor and outdoor fire sprinkler initiatives wherever feasible.
7. Collaborate with the SVFD to consider encouraging the acquisition of portable fire pumps by water-access-only property owners as a means of reducing the risk of fire spread.
8. Promote recruitment of volunteer firefighters and evaluate incentive programs to increase volunteer firefighter retention.
9. 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.
10. 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 Port Moody Thermal Plant water mains.
11. Continue to examine cost-effective ways of increasing water capacity for fire-fighting to the existing municipal water system.

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:

1. Require technical studies for lands that may be subject to soil instability, rock fall, debris flows, etc., 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).
2. Require that 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.
3. Maintain steep slopes in their natural state where possible.
4. Maintain existing vegetation in order to avoid erosion, slumping and mass wasting. Access improvements on a steep slope such as roadways, pathways and trails shall be located and constructed so as not to disturb the slope or natural drainage.
5. Require new buildings and structures to be sited in accordance with building setbacks and other requirements as determined by a geoscientist registered with EGBC.
6. When new buildings and structures are approved, require that provisions 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.

Flood and Sea Level Rise Hazards

As a waterfront community, Belcarra is susceptible to flooding originating 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:

1. Encourage new development to be located outside of the 200 year floodplain for the various creeks that feed into Indian Arm.
2. Require technical studies and recommendations from registered and certified professionals for all new subdivisions of lands within flood or sea level rise hazard areas.
3. Participate in ongoing regional and provincial efforts to monitor and predict sea level rise and incorporate any relevant findings into future Belcarra development policies.

Wildfire Management

The summer months are becoming hotter and drier while extreme weather events like thunderstorms are becoming more frequent. Lightning is a leading cause of wildfires in British Columbia. Wildfire management is of critical importance to Belcarra residents as the community and adjacent areas are heavily forested.

It is a policy of Council to:

1. Advocate that the 'B.C. Wildfire Service' develop a strategy for 'Provincial Crown Land' and 'Regional Park Land' whereby the Province provides priority aerial fire response for MV regional parks, MV watersheds and Crown Land forest interface areas.
2. Continue the current 'FireSmart Program' initiatives with a resident awareness and education program and require that all new construction be 'FireSmart'.
3. Retain a qualified professional to undertake a 'Wildfire Hazard Assessment' every five (5) years.
4. Update the 'Community Wildfire Resilience Plan' every five (5) years.
5. Apply for provincial government grants to fund wildfire prevention initiatives.
6. Work with the 'Sasamat Volunteer Fire Department' to raise awareness of the FireSmart program through public education materials and community events.
7. Advocate development of 'Fire and Fuel Management Plans' for Provincial Crown and Metro Vancouver owned land near Belcarra.
8. Educate residents on emergency evacuation routes in the event of a wildfire.

Climate Change

Research published in Metro Vancouver's 'Climate 2050', describes six (6) ways the regional climate will change over the next 30 years. Belcarra can expect warmer temperatures (both daytime and nighttime 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 Action Planning

Belcarra is a signatory of the 'BC 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:

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

Greenhouse Gas Reductions

The regional greenhouse gas reduction target is 45% below 2010 levels by the year 2030. The region is striving 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 this Plan 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.

It is a policy of Council to:

Building Improvements

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

Vehicle Energy Efficiencies

1. Promote low carbon forms of transportation such as walking, rolling, cycling, and public transit.
2. Work with Metro Vancouver to develop the Regional Greenways Network through Belcarra.
3. Advocate TransLink provide more frequent transit service in the summer months to reduce local emissions.
4. Expand the active transportation network, making it the most convenient option for short trips within the community that is safe for all users.

5. Advocate the installation of secure bike parking and electric charging stations in Metro Vancouver Regional Parks.
6. When practical, transition to zero-emissions municipal vehicles by 2040.

Low Carbon Energy Sources

1. Encourage the development of low impact alternative/renewable energy sources e.g., heat pumps and solar panels.

Other Greenhouse Gas Reduction Initiatives

1. Investigate a commercial land use designation to provide necessities to residents, thereby reducing vehicle trips.
2. Adopt a 'Green Procurement Policy' to guide the purchase of materials, supplies, and services.
3. Reduce greenhouse gas emissions associated with landfill operations by reducing the amount of waste and compost going to the municipal landfill site.
4. Request provincial support for measuring, monitoring, reporting, and reducing GHG emissions.
5. Support Climate Action initiatives by residents for encouraging fuel switching and adopting efficient energy practices, e.g., replacing wood burning stoves and purchasing electric lawn equipment.
6. Support local food production on private property to reduce GHG emissions generated by transporting food.
7. Publish greenhouse gas reduction material on the Village website for public education.
8. When practical, transition to municipal equipment that is powered by electricity by 2040.

Mobility

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. Belcarra residents want walking, cycling, and rolling to 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 ageing 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 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 uses in Belcarra which mean residents must make extended trips out of the community to access 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. Belcarra's Transportation System is shown on **Figure 9 – 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 coexist peacefully and safely.

There are neighbourhoods within Belcarra that cannot be accessed by the existing road network. Roughly 30 lots are water-access-only.

Active Transportation and Trails

Belcarra's existing municipal trails and pedestrian corridors are shown on **Figure 4 – Parks and Recreation Map**. It is a policy of Council to:

1. Document the existing municipal trails as part of this OCP, and undertake a study to identify additional pathway connections on undeveloped road right-of-ways.
2. Establish a process for prioritizing how and where money would be spent on development of new municipal trails.
3. Maintain the existing municipal trail network to ensure public safety and environmental protection.
4. Investigate options to improve pedestrian safety on Bedwell Bay Road.
5. Collaborate with Metro Vancouver to implement the '2050 Greenway Vision' by designing and constructing a new multi-use pathway through Belcarra.
6. Pursue funding to develop an 'Active Transportation Plan'.
7. Develop an 'Active Transportation Plan' that identifies new pedestrian and cycling routes and required upgrades to existing infrastructure. The Plan should provide residents (and visitors) with more transportation choices.
8. Provide end-of-trip facilities for cyclists, such as bicycle storage/racks at key destinations in the community.
9. Advocate Metro Vancouver provide end-of-trip facilities for cyclists in təmtə́míxʷtən (Belcarra Regional Park).
10. Incorporate universal access design when replacing or upgrading road infrastructure to support ageing in place.
11. Integrate trails (e.g., adjacent, separated bicycle lanes) when replacing or upgrading road infrastructure where possible.
12. Collaborate with the Tsleil-Waututh to designate heritage trails such as the trail from the Belcarra picnic grounds (ancestral indigenous village site) along the shore of Bedwell Bay and along Sasamat Creek to Sasamat Lake and over to the indigenous village site at Ioco.

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

Road Network, Parking and Transit

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. Accordingly, it is a policy of Council to:

1. Continue to designate Bedwell Bay Road as the major collector route for Village residents.
2. Continue to designate Tum-Tumay-Whueton Drive as the major access road for Belcarra Regional Park picnic and staging area while protecting wildlife such as the regionally unique migration of Rough-Skinned Newts from road traffic.
3. Not develop new roads by the Village within the time frame of this Plan except for support new public road access to the southern portion of Farrer Cove within Belcarra North, recognizing that the existing road through *Belcarra Regional Park* will continue as the access for this area until a new road is constructed:
 - a. Facilitate discussions with the appropriate parties with respect to exploring mechanisms to secure long-term legal road access to Farrer Cove (South).
 - b. Since a portion of this road passes through *Belcarra Regional Park* and the *City of Port Moody*, the Village acknowledges that the road will not be constructed until agreements are entered into amongst the Village, Metro Vancouver, Port Moody and the Crown that address such issues as: road alignment, road design, ownership, and operation and maintenance.
 - c. The capital costs to develop a new road to municipal standards, including the potential upgrading of the bridge across Windermere Creek and the potential upgrading of the Senkler Road / Bedwell Bay Road intersection, will not be borne by the Village but by other third parties such as the owners and developers of Belcarra North properties.
 - d. In cases where a new Belcarra North 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 will consider a rezoning application to accommodate the creation of such a lot subject to the concurrence of the *Fraser Health Authority*.
 - e. Ensure that the design of the new Farrer Cove Road and its connection with Senkler Road will minimize impact on the existing residents along Senkler Road.
 - f. The general alignment of the proposed new road is conceptually identified on **Figure 7 – Transportation Map**.
4. Retain the existing access road from White Pine Beach to Camp Howdy in its existing gravel surface condition, its primary use for access by emergency and service vehicles.
5. Manage use of municipal road allowances by private individuals via Council Policy.
6. Advocate development of a 'Visitor Use Management Strategy' to be prepared by *Metro Vancouver*. The Strategy should consider the effects of visitor use on ecological, physical, and experiential conditions.

7. Collaborate with *Metro Vancouver*, *BC Parks*, and *TransLink* to find solutions to Belcarra's traffic, congestion, and parking problems caused by visitors to təmtə́míx̣w̑tən (Belcarra Regional Park) and Say Nunth Khaw Yum (Indian Arm) Provincial Park.
8. Collaborate with the City of Port Moody and *TransLink* to optimize transit service to Belcarra and Belcarra Regional Park.
9. Obtain funding for safety improvements such as crosswalk enhancements, signage and lighting.
10. Continue to restrict parking by regional park visitors to locations outside the residential areas of the Village.
11. Support the development of a community ride share program to meet the needs of those who do not drive.
12. Ensure future road upgrades or replacement projects carefully consider impacts on the stormwater drainage network.
13. Require new roads and/or road upgrades to be funded by landowners through the development permit process.
14. Permit infill development in the form of secondary suites and carriage houses to make the most efficient use of the existing road network and to provide better access to community amenities and services.
15. Support public road access to the southern portion of Farrer Cove within Belcarra North, recognizing: 1) access requires approval from Port Moody and Metro Vancouver; and 2) the municipality does not intend to fund any of the capital costs associated with constructing the road.
16. Install additional bus shelters at transit stops along Bedwell Bay Road as identified by Council such as at the Village Hall and Midden Road.
17. Improve signage for the turn-off to Belcarra picnic grounds — there should be earlier, larger, clearer signage so that fewer cars miss the turn-off to the picnic grounds.
18. Install two new pedestrian crosswalks: one located immediately south of the Village Hall driveway access; and one a little north of Watson Road.
19. Implement traffic-calming such as converting all pedestrian crosswalks to raised crosswalks.
20. Install an electronic speed warning sign about 50 meters south of the WARD access driveway that flashes a vehicle's speed when travelling over 50 kph.
21. Ensure that parking for picnic grounds visitors is located south of Bedwell Bay Road and Midden Road to prevent park visitors from travelling through the community residential areas.
22. Install welcoming signage such as: 'transit, bicycles and pedestrians welcome'.
23. Allow vehicles that display SVFD or 'Coquitlam Search and Rescue' license plates to park in resident-only parking areas in recognition of the important work that these volunteers do for the community.

24. Express concern to MV Parks regarding the impact of over-flow parking on the safety of bicyclists using Tum-Tumay-Whueton Drive.
25. Support electric vehicle charging stations for regional park visitors and for MV employees who park at the MV Park Works Yard.
26. Consider making limited, designated parking available for scuba divers at Whiskey Cove — possibly a permit system — if administered and policed by MV Parks personnel.
27. 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.
28. Support Metro Vancouver–Tsleil-Waututh partnerships that provide low-environmental-impact rentals — such as electric bicycles, paddleboards and kayaks — within Belcarra Regional Park.
29. Support Metro Vancouver–Tsleil-Waututh partnerships that provide increased food service opportunities within Belcarra Regional Park.
30. Policy Statement: Belcarra does not support 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.
31. 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.
32. Support efforts on prioritizing rideshare, transit, and bicycle (including electric bikes) access to Belcarra Regional Park.
33. Provided there are no legal issues, pursue installation of a dedicated closed-circuit camera at the entrance to the Village as an aid to police investigate criminal incidents and deter late-night vehicle racing.
34. Support the use of private ride-hailing services.
35. Support temporary resident visitor parking exemptions for weddings, graduations, and community events, etc.
36. Manage movie industry traffic and parking through the current permitting processes of the municipality and the MV Parks Department.

Water-Access-Only Properties

1. Support water access only lot owners (and their visitors) using the water access at Farrer Cove to access their properties, recognizing the boat launch is not a public entity, nor is the boat launch located on public land.
2. Continue to consider water access as an acceptable form of legal access for new subdivisions where conventional road access may not be possible.

Municipal Infrastructure

Belcarra is a semi-rural community with varying levels of municipal infrastructure and servicing. 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.

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 Belcara's responsibility to monitor community needs to plan for new municipal infrastructure as needed. Planning for existing and future assets is a significant capital expense that requires community and Council input.

It is the policy of Council to:

1. Ensure that municipal infrastructure is functional and in good working order.
2. Develop an Asset Management Plan to track the maintenance and lifespan of municipal assets.
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.
4. Ensure that municipal assets are located on municipal rights-of-way or road allowances.
5. Ensure that municipal assets and service delivery levels are aligned with community goals and financial sustainability.

Financial Sustainability

It is the policy of Council to:

1. Continue to work on asset management planning in conjunction with 25-year financial planning as a key means to ensuring financial sustainability for the municipality and strive to update those two plans at least once every five years. The Village of Belcarra Council recognizes the importance of managing and sustaining the Village's assets / infrastructure to create a sustainable and balanced community and has prioritized Asset Management as a key strategic goal.
 - a. Incorporate the results of Asset Management into the long-term financial plan to create a fully integrated Asset Management / Long-Term Financial Plan.
 - b. Focus on the importance of Asset Management and related long-term financial planning to manage assets and infrastructure in a responsible and systematic manner, which includes the ongoing maintenance, replacement, renewal of assets.

2. Continue to make contributions to the Capital Asset Reserve Fund to address the municipality's infrastructure replacement costs as part of the 25-year financial planning.
3. Support 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.
4. Ensure that infrastructure decisions are based on a full life-cycle cost accounting analysis.
5. Ensure that service and amenity delivery expectations through subsidized infrastructure improvements that increase property values and improve the quality of life for residents are aligned with the financial resources of the municipality. The value to private homeowners as a group should also be considered — financial and otherwise.
6. Recognize the inherent value of growth, which will increase the number of tax-paying residents, thereby minimizing the per household impact of tax increases expected to meet future financial obligations of the Village.
7. Facilitate future investment in the Village by being flexible with respect to lot size restrictions, while preserving the semi-rural character, consistent with residential land use policies.
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.

Water

Belcarra's municipal water system is a combined system for potable water and fire protection. Individual properties are serviced by a municipal water system. The District of North Vancouver supplies the water through a marine pipeline that crosses Indian Arm from Strathcona to Midden Road. 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:

1. Measure the demand on (and capacity within) the municipal water system through the SCADA (Supervisory Control And Data Acquisition system) that allows the Village of Belcarra to monitor real-time data directly, interact with water system sensors, valves, pumps, motors and record events into a log file. The SCADA provides for remote monitoring of water levels in Tatlow Reservoir during fire calls.
2. Continue to allow residential private wells and community water systems that are subject to approval and permit by the Fraser Health Authority (FHA).
3. Promote the reduction of community water consumption through outdoor water use restrictions and water metering.
4. Update the 'Fees and Charges Bylaw' to encourage water conservation through a new fee structure for water.

5. Continue to publish water conservation information on the village website for public education.
6. For subdivision of properties that do not have access to the municipal water system, use of surface water (streams) as a source for domestic water supply will be subject to approval and permit by the Fraser Health Authority.

Unserviced Properties

Belcarra has some unique properties that are unserved 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 (5) years.

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.

It is a policy of Council to:

1. Adopt an Integrated Stormwater Management Plan to guide growth, development, and construction of drainage infrastructure in the municipality, including ditches.

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' (UCB) and, as per the 'Regional Growth Strategy' (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 (10) years.

Private residential sewage systems are subject to permit and regulation by either the *BC Ministry of Health* via the *Fraser Health Authority* (FHA) under the *BC Public Health Act*, or by the *BC 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. Accordingly, it is a policy of Council to:

1. 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.
2. Support the requirement that rural property owners wanting to subdivide parcels smaller than 2.0 hectares (4.94 acres) obtain the requisite regulatory approval for subdivision proposals from the *Fraser Healthy Authority* as required by the provincial government [Guide to Rural Subdivision Approvals \(February 2021\)](#).
3. Ensure that liquid waste is managed and treated by processes approved and permitted by *Fraser Health Authority* and consistent with the [BC Sewerage / Subdivision Best Practice Guideline \(January 2017\)](#) to protect the health and environment of Belcarra and the surrounding waters while leaving the smallest footprint on the land and marine ecology.
4. 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.
5. Ensure that Belcarra's water resources are protected from liquid waste contamination resulting from human activity.
6. Ensure that all liquid hazardous wastes are collected and disposed according to both Federal and Provincial regulatory requirements.

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:

1. Promote becoming a zero-waste community by 2040.
2. Support public initiatives to reduce consumption and promote recycling and composting within the community.
3. Implement "Reuse Days" so residents can put unwanted household items by the curb for others to pick-up.
4. Install measures to avoid wildlife conflicts at the community waste and recycling depot.
5. Provide bear-proof garbage containers at the community waste and recycling depot.
6. Lead by providing recycling and composting opportunities at municipal facilities.
7. Publish information regarding waste management, recycling, and composting materials on the village website for public education.

LAND USE DESIGNATIONS

The OCP includes seven (7) 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 mapped on **Figure 9 – OCP Land Use Designations Map**.

Residential

Residential areas are those that consist primarily of single-family homes and carriage homes. The community expressed a desire to preserve these low density forms of housing and Belcarra's semi-rural character. Residential areas will permit various housing forms, including secondary suites, carriage homes, duplexes, triplexes, and fourplexes, to accommodate future growth. 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 that make the most efficient use of municipal infrastructure while blending in with the existing character of the Village.

Belcarra has a number of older residents who have lived in the community for several decades. There is a growing demand for housing options that enable residents to age within the community. At the same time, Belcarra also has young families who are looking for more affordable housing options to establish themselves within the community. Overall, Belcarra's housing stock must diversify to provide options that meet a growing variety of space, mobility and special needs.

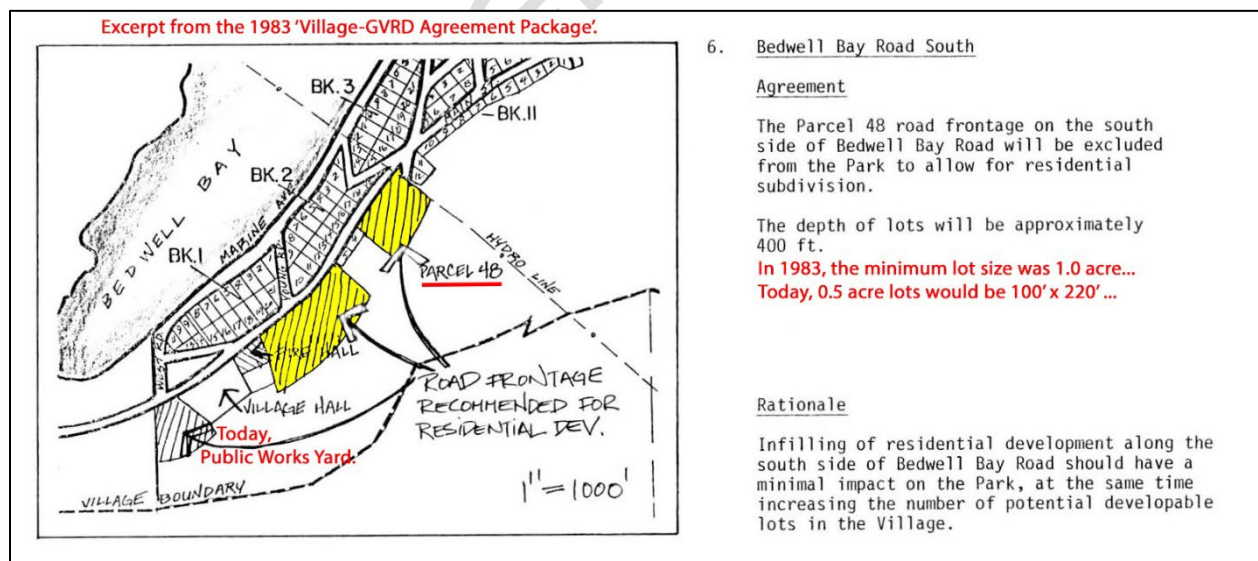
It is the policy of Council to:

1. Support the development of residential neighbourhoods and subdivisions within areas designated "Residential" and "Future Residential" on **Figure 10 – Land Use Designations Map**.
2. Permit the following housing forms in residential areas:
 - a. Single detached homes;
 - b. Duplex homes;
 - c. Triplexes;
 - d. Fourplexes;
 - e. Accessory suites within single detached homes; and
 - f. Carriage Houses.
3. Permit a range of housing options to support current and future residents.
4. Encourage the development of adaptive housing that allows residents to age in place.
5. Permit the development of detached suites and carriage houses (suites above detached garages) where lot sizes are appropriate, and sufficient parking is provided to meet the needs of the uses on the property, subject to obtaining a sewage disposal permit from the FHA.
6. Permit triplexes and fourplexes 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.
7. Encourage newly created lots within residential areas to accommodate a variety of building types to encourage new housing development in a variety of housing forms.

8. Permit a higher housing density in new subdivisions subject to obtaining a sewage disposal permit from the FHA.
9. Support alternative subdivision design principles that facilitate active living and social interaction, including but not limited to:
 - a. Trail networks;
 - b. Parks and spaces for play; and
 - c. Clustered housing (e.g., courtyard housing, co-housing, cottage housing, etc.) with shared parking areas and common areas to accommodate the necessary engineered sewage disposal systems required by the *Fraser Health Authority*.
10. Ensure new housing is designed to preserve and enhance the semi-rural character of Belcarra.
11. Continue to ensure residential development provides adequate space for parking to avoid the need for on-street parking.
12. Continue to permit home-based businesses.

Future Residential

The "Future Residential" land use designation identifies areas of future development that were envisioned in the [1983 Village-GVRD Agreement Package](#). Once the two areas of Provincial Crown Land are identified on **Figure 10 – Land Use Designations Map** of the adopted OCP, the process would involve Council approaching the 'Ministry of Land, Water and Resource Stewardship' to seek their guidance regarding the Ministry's approval process.



Commercial

The 'Commercial' land use designation is new, and no lands have been identified for commercial uses on **Figure 9 – OCP Land Use Designations Map**. The new Commercial land use designation reflects the community's desire to become a greener and more sustainable Village.

The community supports small-scale community-oriented commercial uses in Belcarra. 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. The new commercial land use designation encourages businesses that serve the needs of the community.

It is the policy of Council to:

1. Update the Zoning Bylaw to provide guidelines for potential Commercial uses.
2. Support small-scale commercial development in parks, such as kayak rentals, concession stands, and food trucks.
3. Explore appropriately designated areas for potential commercial development.
4. Explore small-scale retail and low-impact commercial uses including cafes, small neighbourhood corner stores, specialty grocery stores, and artist studios in the commercial designation.
5. Support commercial uses that provide services to local residences.
6. Support commercial uses that reduce vehicle trips for necessities.
7. Assess the commercial designation to diversity the municipal tax base.
8. Permit home-based businesses to alter the outward appearance of the dwellings they are located within to facilitate small-scale retail businesses so long as the character of the village is maintained.
9. Support commercial opportunities that provide local employment.

Conservation and 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 the policy of Council to:

1. Collaborate with Metro Vancouver and BC Parks on park planning initiatives within təmtəx̱w̱tən (Belcarra Regional Park and Say Nuth Khaw Yum (Indian Arm) Provincial Park.
2. Revitalize the multi-sport court. (Note: The West Road Recreation Site is under a 25-year licence to the Village from Metro Vancouver (with an option for another 25 years) and it is not a Metro Vancouver facility.)
3. Connect existing Village community trails to regional park trail networks.
4. Advocate preservation of lands designated Conservation and Recreation by Metro Vancouver within Belcarra Regional Park.

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 5 – Community Facilities Map**. (Note: The multi-sport court is a municipal community facility under a 25-year licence from Metro Vancouver with an option for an additional 25 years and should be designated as "Civic Institutional" on the land use designation maps within the OCP.)

Note: The ELC-owned lands are currently zoned "Civic Institutional" and should be accordingly designated as "Civic Institutional" on the OCP designation map (Figure 9).

It is the policy of Council to:

1. Permit the development (or redevelopment) of civic uses within areas designated 'Civic Institutional' on **Figure 10 – OCP Land Use Designations Map**.
2. Assess the Village's need for additional space to accommodate new civic uses if the community grows.
3. Pursue opportunities to acquire land to accommodate new civic uses as required.
4. Consult the Sasamat Volunteer Fire Department about their existing and anticipated space needs.
5. Work with utility providers to accommodate new services as required.

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 has implemented a moratorium on new recreational docks

(private or shared) while important research is undertaken. The VFPA is working closely with Tsleil-Waututh Nation to learn more about these important areas.

It is the policy of Council to:

1. Collaborate with Tsleil-Waututh Nation to design and install interpretive signage around Bedwell Bay for public education.
2. Develop a public education program to raise awareness of Bedwell Bay's sensitive marine environment and riparian habitat.
3. Maintain Belcarra's invasive species control program along Marine Avenue.
4. Prioritize planting native species appropriate to the foreshore area around Bedwell Bay.
5. Support VFPA habitat enhancement opportunities such as boulder clusters and cobble beds for habitat complexity.
6. Support VFPA 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.
7. Advocate VFPA to designate a "no anchoring" zone at the head of Bedwell Bay to protect the eelgrass beds from damage due to recreational boats anchoring.
8. Identify designated waterfront/beach accesses to discourage activities in areas subject to erosion and vegetation loss.

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 habitat for fish and birds. These zones are also key areas for food and shelter for other plant and animal life. The VFPA prohibits the development of new docks in these areas.

It is the policy of Council to:

1. Advocate VFPA to prohibit development of any kind in areas designated Natural Tidal.
2. Collaborate with the VFPA to ensure natural tidal areas are protected for their environmental and intrinsic value.
3. Consult the VFPA to ensure the designation of natural tidal areas remains current.

Communication, Collaboration and Reconciliation

Belcarra is located on the traditional territory of Tsleil-Waututh Nation. Within Belcarra's municipal boundary, the Province of British Columbia, Metro Vancouver, and the VFPA have jurisdiction over specific lands. TransLink (a 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 senior 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 matters.

Relationship with Tsleil-Waututh Nation

It is a policy of Council to:

1. Collaborate with Tsleil-Waututh to identify and protect places of cultural and historical significance.
2. Strengthen relationships with Tsleil-Waututh by meeting government-to-government on a regular basis.
3. Honour Tsleil-Waututh traditions, culture, and knowledge through place-making and wayfinding projects.
4. Collaborate with Tsleil-Waututh Nation to develop protocols for communication related to land use matters.
5. Refer Official Community Plan updates to Tsleil-Waututh for review.
6. Partner with Tsleil-Waututh to advance projects for mutual benefit through joint land use planning exercises.

Relationships with Neighbouring Jurisdictions and Government Agencies

1. 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.
2. Work with neighbouring jurisdictions and government agencies on matters such as land use, servicing, transportation, transit, and affordable housing for the betterment of the Northeast sub-area.
3. Collaborate with the neighbouring communities of Port Moody and Anmore to develop protocols for inter-municipal communication and referral processes for land use planning applications.
4. Attend Regional Planning Advisory Committee meetings to stay informed of regional planning research and initiatives.
5. Maintain relationships with Metro Vancouver and the provincial government to collectively address the impacts of recreational park users on the community (e.g., traffic congestion, parking, etc.).
6. Communicate Belcarra's interests to Metro Vancouver and TransLink regarding transit service levels.
7. Maintain positive relationships with all agencies that provide services to Belcarra.

8. Participate in conversations between private landowners, Metro Vancouver, and Port Moody regarding potential road access to Farrer Cove.
9. Support additional park land acquisition for the Tri-Cities sub-region to reduce the pressure on Belcarra Regional Park. The Tri-Cities sub-region has experienced very strong population growth and insufficient park land has been set aside.
10. Support Provincial development of Burke Mountain Provincial Park as a means of increasing recreational opportunities in the Tri-Cities area.
11. Encourage MV Parks to provide safe bicycle parking and/or storage at Belcarra Regional Park high activity areas such as Sasamat Lake and Belcarra picnic grounds.

Relationship with the Belcarra Community

1. Inform residents of proposed Official Plan Amendments and Zoning Bylaw Amendments via the municipal website, email distribution list, and community message boards.
2. Inform residents of proposed changes (or upgrades) to municipal infrastructure and/or servicing via the municipal website, email distribution list, and community message boards.
3. Continue to make application materials and infrastructure/servicing reports available for public view on the municipal website.
4. Provide residents with at least two (2) weeks' notice of a public engagement session.
5. Publish public engagement materials for land use planning matters on the village website for public view.
6. Design public engagement sessions that are inclusive and accessible to as many residents as possible.
7. Facilitate public engagement sessions that are neutral, fair, and open.
8. Continue to encourage public participation at public hearings of Council on land use planning matters.
9. Continue to report back what was heard through public engagement for transparency.
10. Continue to publish agendas, minutes, and recordings of Council meetings where land use planning matters are discussed.
11. Continue to respond to community inquiries within a reasonable timeframe.
12. Continue to enforce land use planning and servicing bylaws in a consistent manner.

IMPLEMENTATION

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.

It is a policy of Council to:

OCP Planning Process

1. Support an Official Community Plan planning process that is cyclical and repeated once every five years.
2. Link the Official Community Plan planning process to the Strategic Plan and Budget processes.
3. Provide a periodic progress report on implementation of the Official Community Plan.
4. Provide periodic progress reports via the annual strategic planning report.

Monitoring

1. Develop an Official Community Plan monitoring and evaluation program following adoption of this Plan that:
 - a. Identifies data that is already being collected and analyzed.
 - b. Identifies data that would be useful to collect for Official Community Plan implementation purposes.
 - c. Recommends how additional data should be collected and analyzed.
 - d. Establishes Performance Indicators that are specific, quantifiable targets to be monitored every five (5) years.
 - e. Develops Tracking Targets that report information on policies with no specific targets.
 - f. Develops a consistent process for capturing community storytelling and anecdotes.
 - g. Recommends amendments to performance indicators/tracking targets that are not working well and/or may no longer be appropriate.

Evaluating

1. Evaluate all Official Community Plan policies against their respective performance indicators/tracking targets to assess progress.
2. Assess any new information that may be relevant to the Official Community Plan.
3. Recommend any amendments that may be required to better enable the vision and strategic goals of the Official Community Plan to be met.
4. Periodically summarize the progress being made on implementing the Official Community Plan.

Reporting and Engaging

1. Publish periodic progress reports on the Village website to strengthen transparency, accountability, and community engagement in the decision making process.

Adjusting

1. Make 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 etc.



Official Community Plan
Context Map

Legend


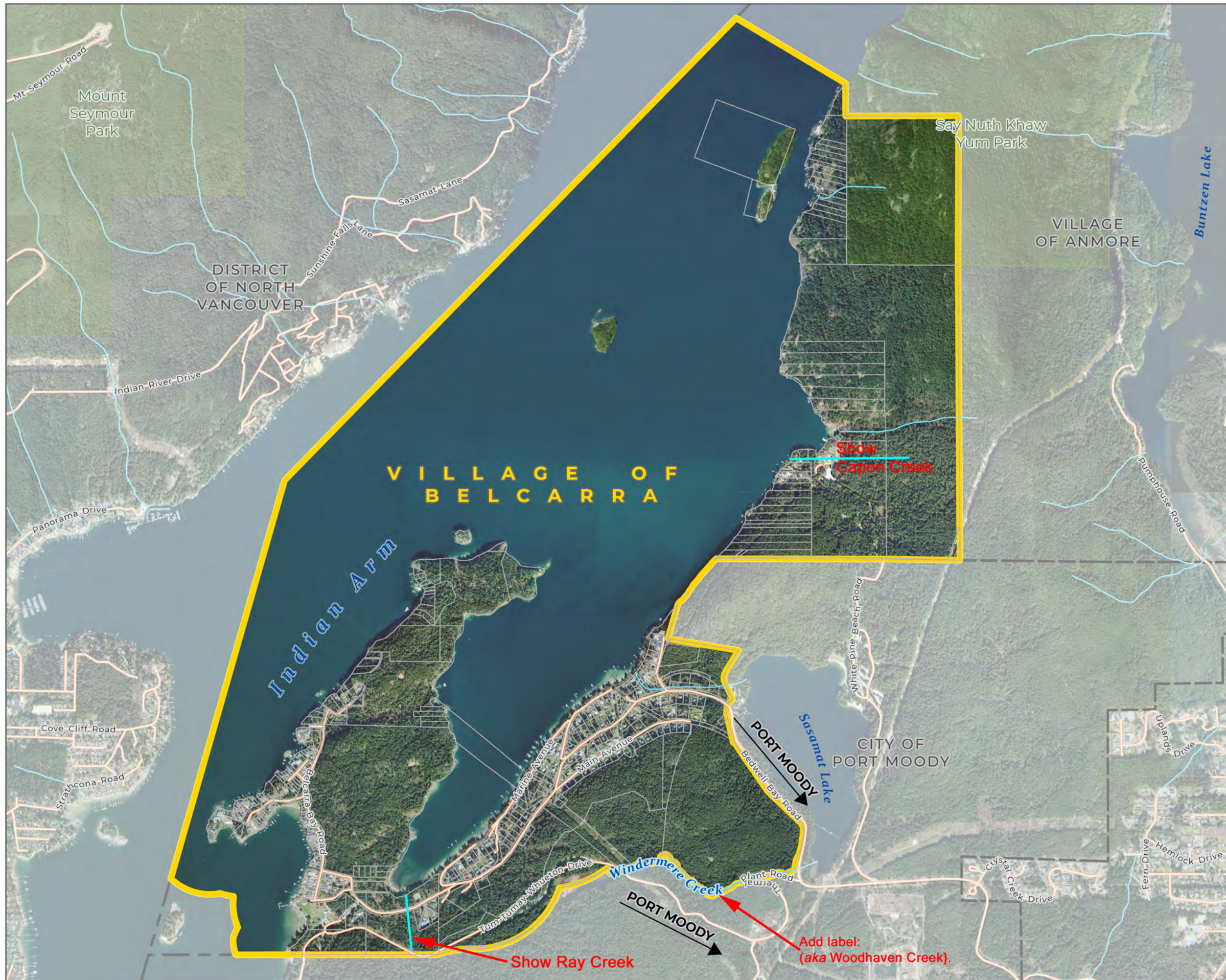
-  Village of Belcarra Municipal Boundary



FIGURE 1 56



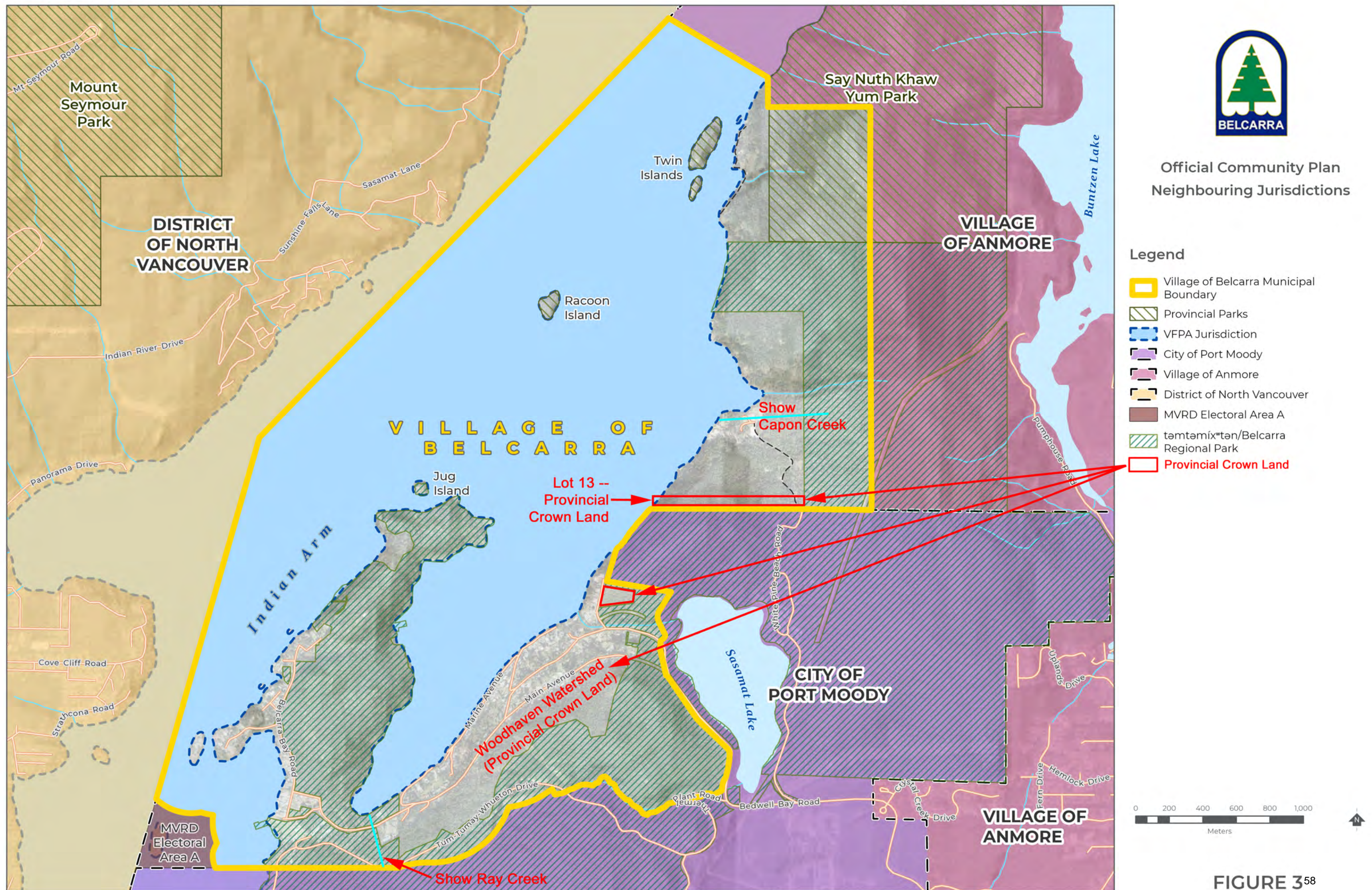
Official Community Plan
Aerial Photograph

Legend

- Village of Belcarra Municipal Boundary
- Municipal Boundaries
- Provincial Parks

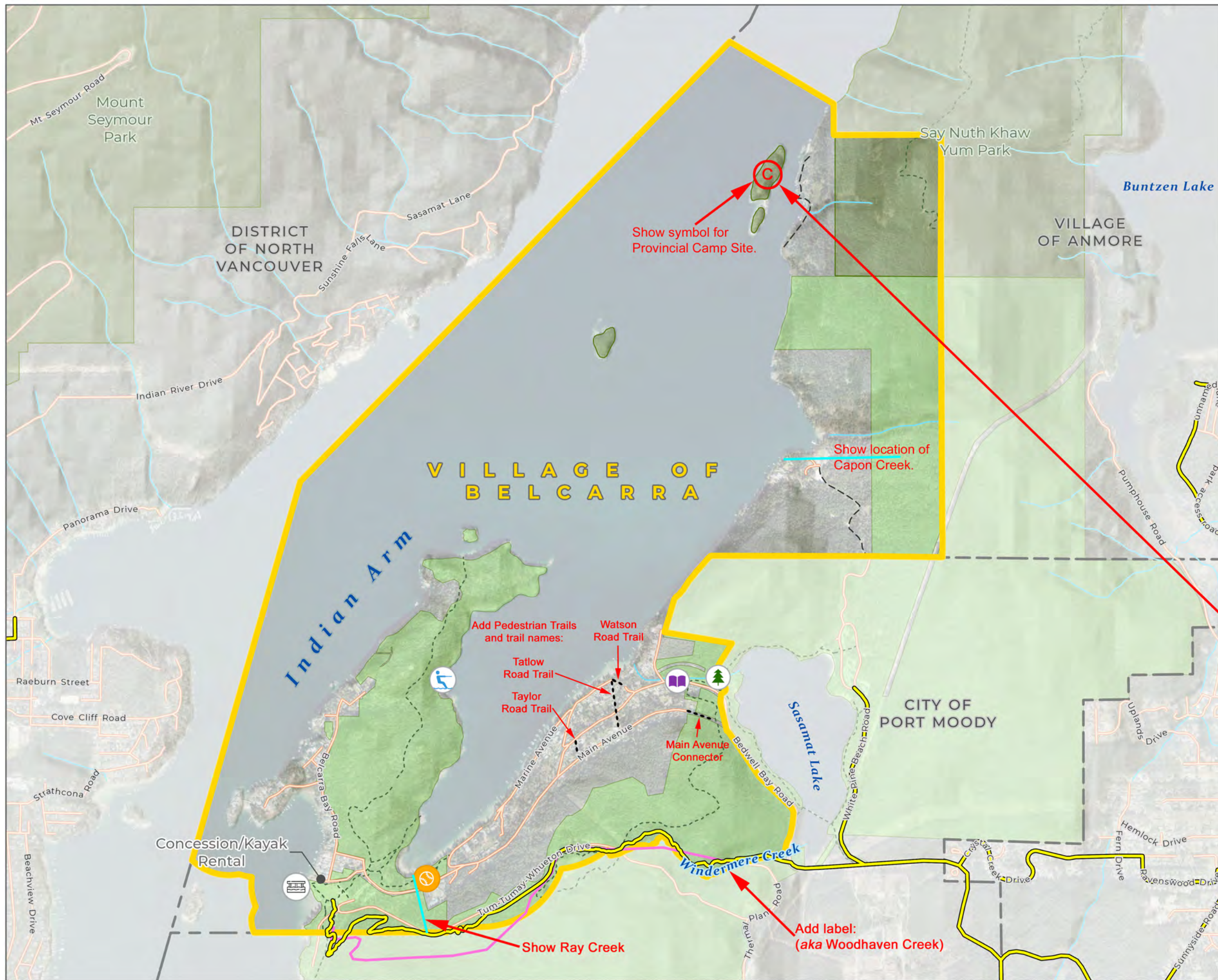


FIGURE 2⁵⁷



Official Community Plan Neighbouring Jurisdictions

FIGURE 3⁵⁸



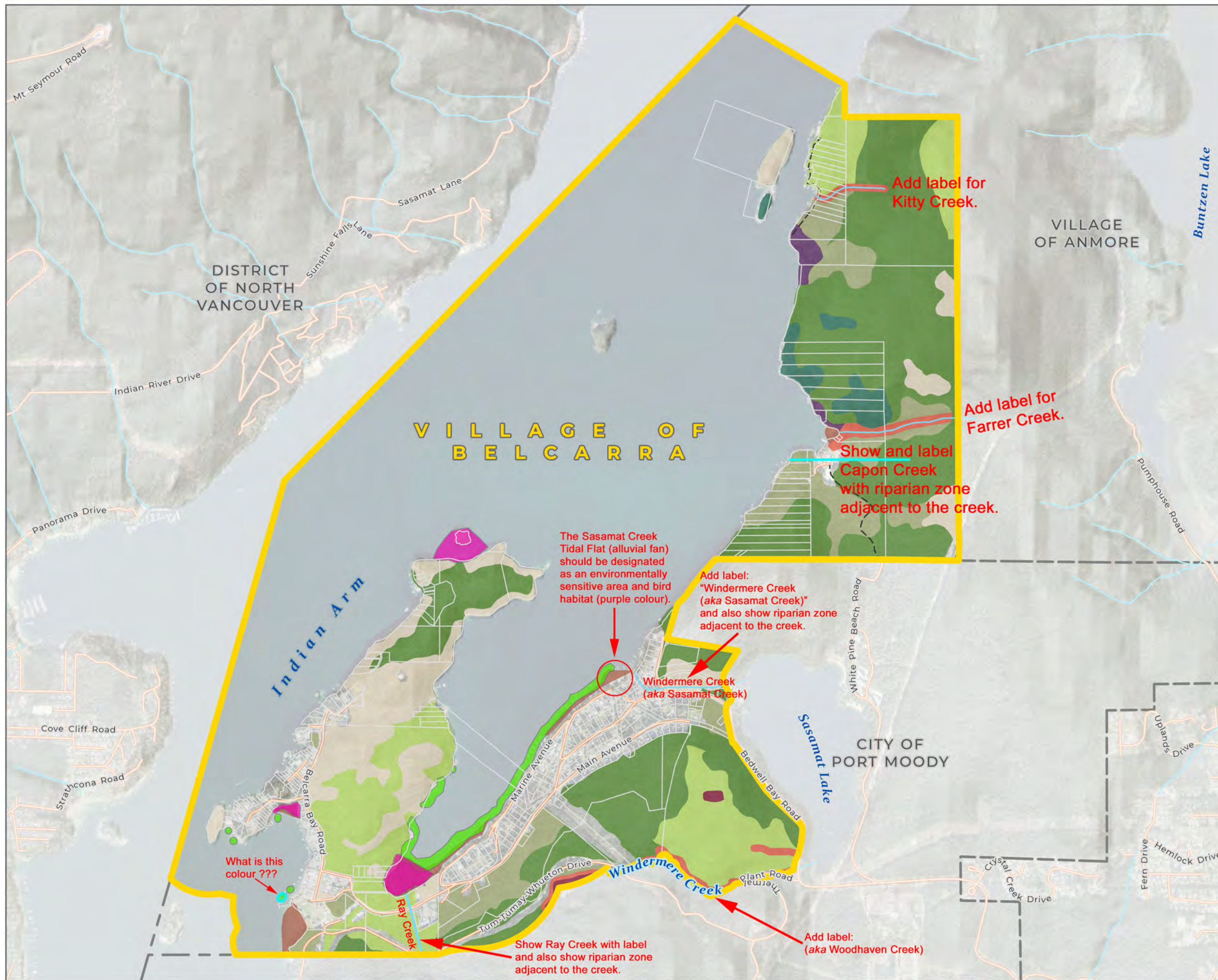
Official Community Plan Parks and Recreation

Legend

- Municipal Boundaries
- Village of Belcarra Municipal Boundary
- təmtəmix'tən/Belcarra Regional Park
- Provincial Parks
- Pier
- Free Library
- Vancouver Water Ski Club
- Sasamat Outdoor Centre
- Multi-Sport Court
- Pedestrian/Hiking Trail
- Cycling Trail
- Regional Greenway 2050
- Provincial Camp Site



FIGURE 4⁵⁹



Official Community Plan
Metro Vancouver Environmentally
Sensitive Areas (2020)

Legend

- Village of Belcarra Municipal Boundary
- Municipal Boundaries
- VFPA Important Environmental Areas
- Eelgrass
- Intertidal
- Mature Forest (ME)
- Mature Forest (SE)
- Non SE/ME
- Riparian
- Sparsely Vegetated
- Wetland
- Woodland
- Young Forest
- Unclassified Road



FIGURE 5⁶⁰



Official Community Plan
Metro Vancouver
2040 Land Use Designations

Legend

- Village of Belcarra Municipal Boundary
- Municipal Boundaries
- Urban Containment Boundary
- Conservation/Recreation
- General Urban
- Industrial
- Rural

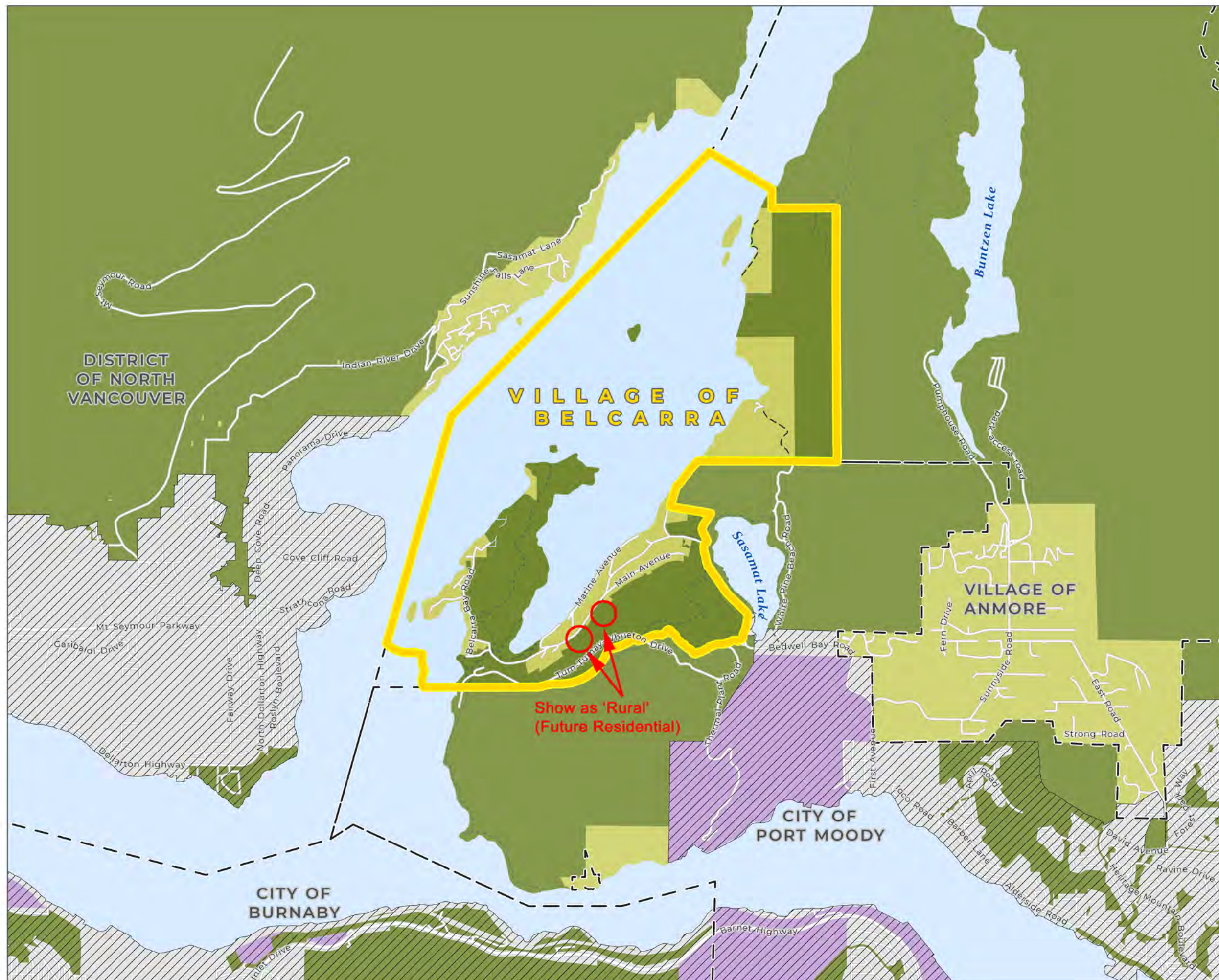
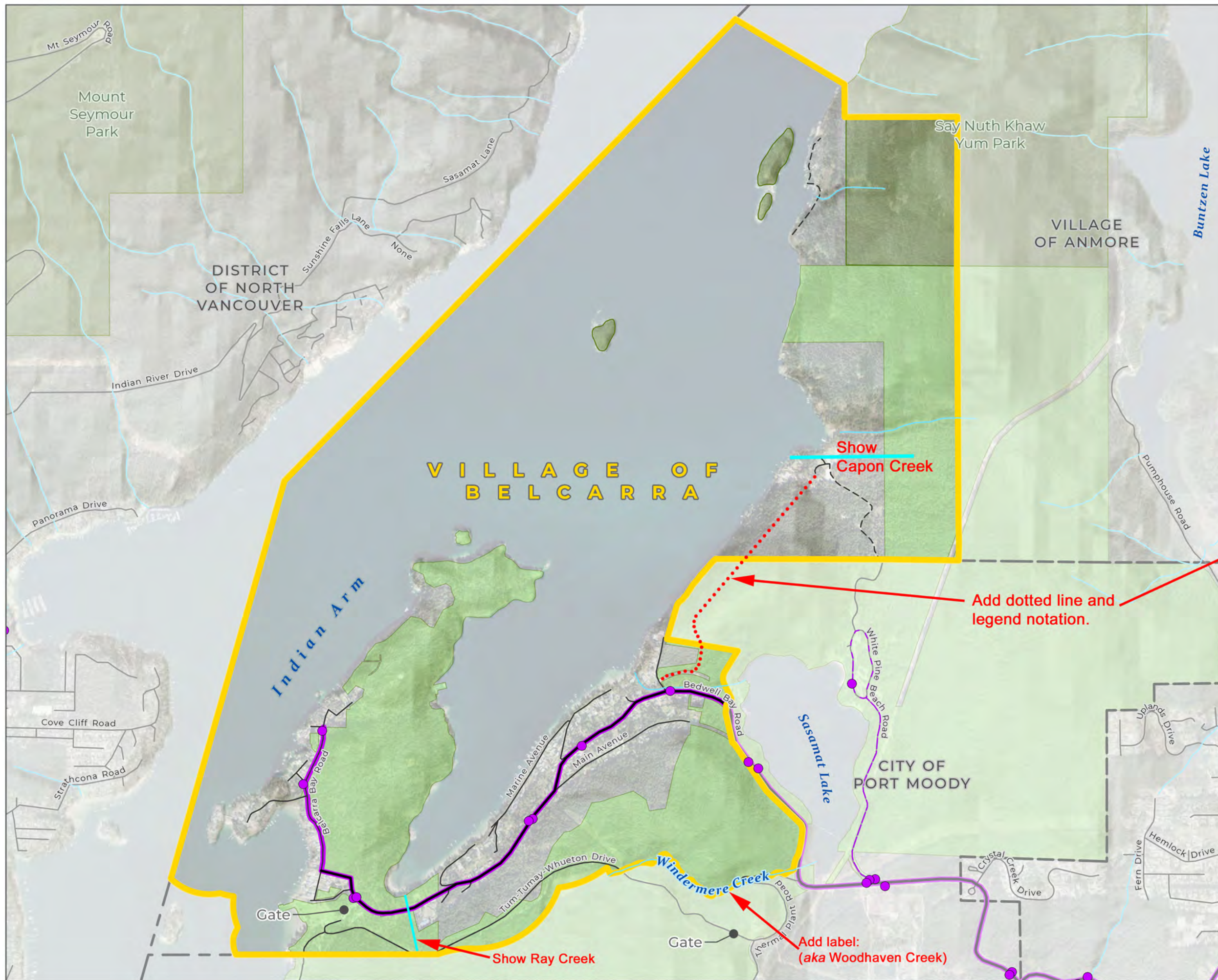


FIGURE 6⁶¹



Official Community Plan Transportation

Legend

- Village of Belcarra Municipal Boundary
- Municipal Boundaries
- Provincial Parks
- təmtəx'ən/Belcarra Regional Park
- Transit Stop
- Bus Route
- - - Seasonal Bus Route
- Primary Road
- Secondary Road
- - - Unclassified Road
- Proposed Farrer Cove Access Road



FIGURE 7⁶²

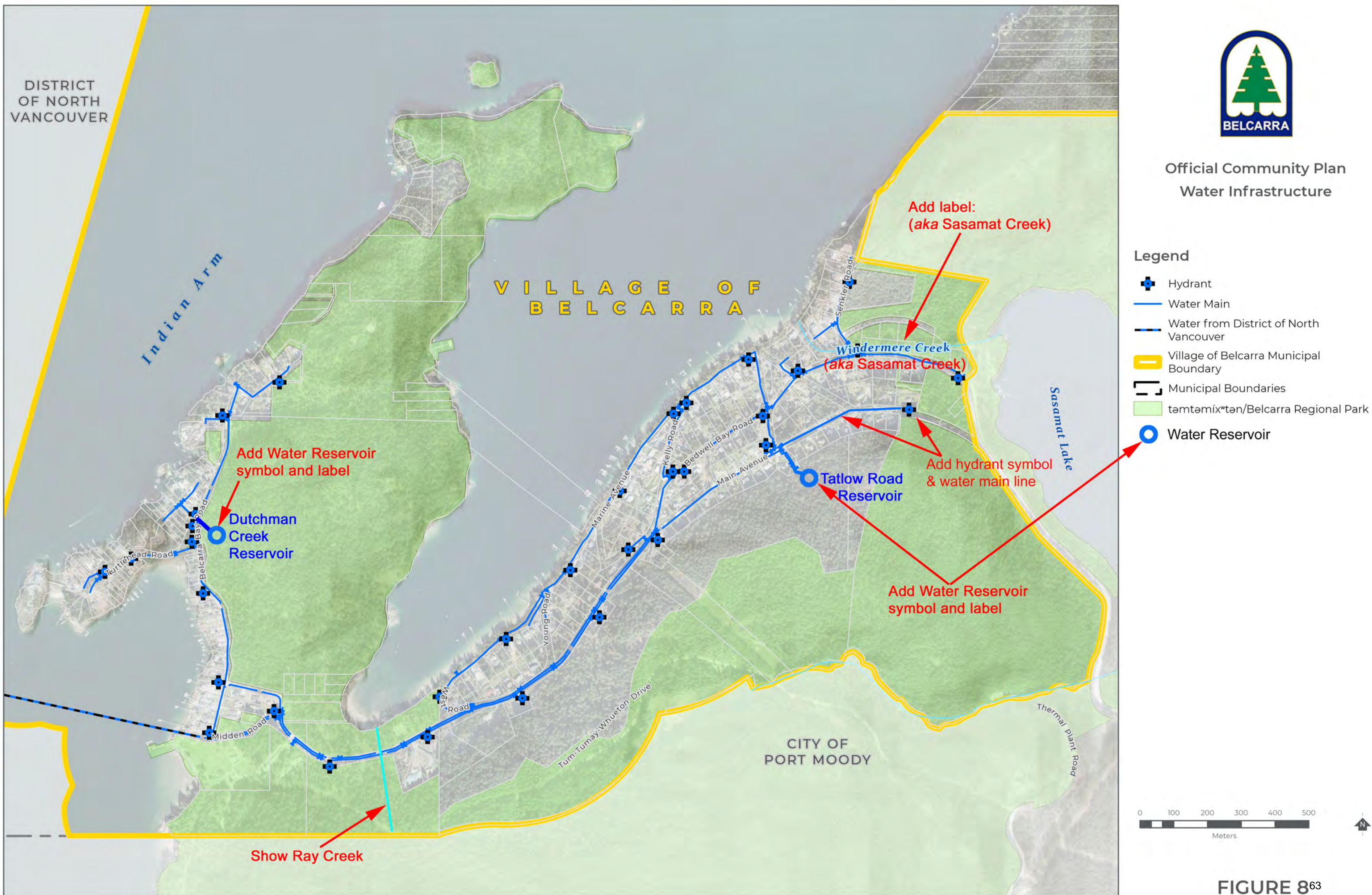
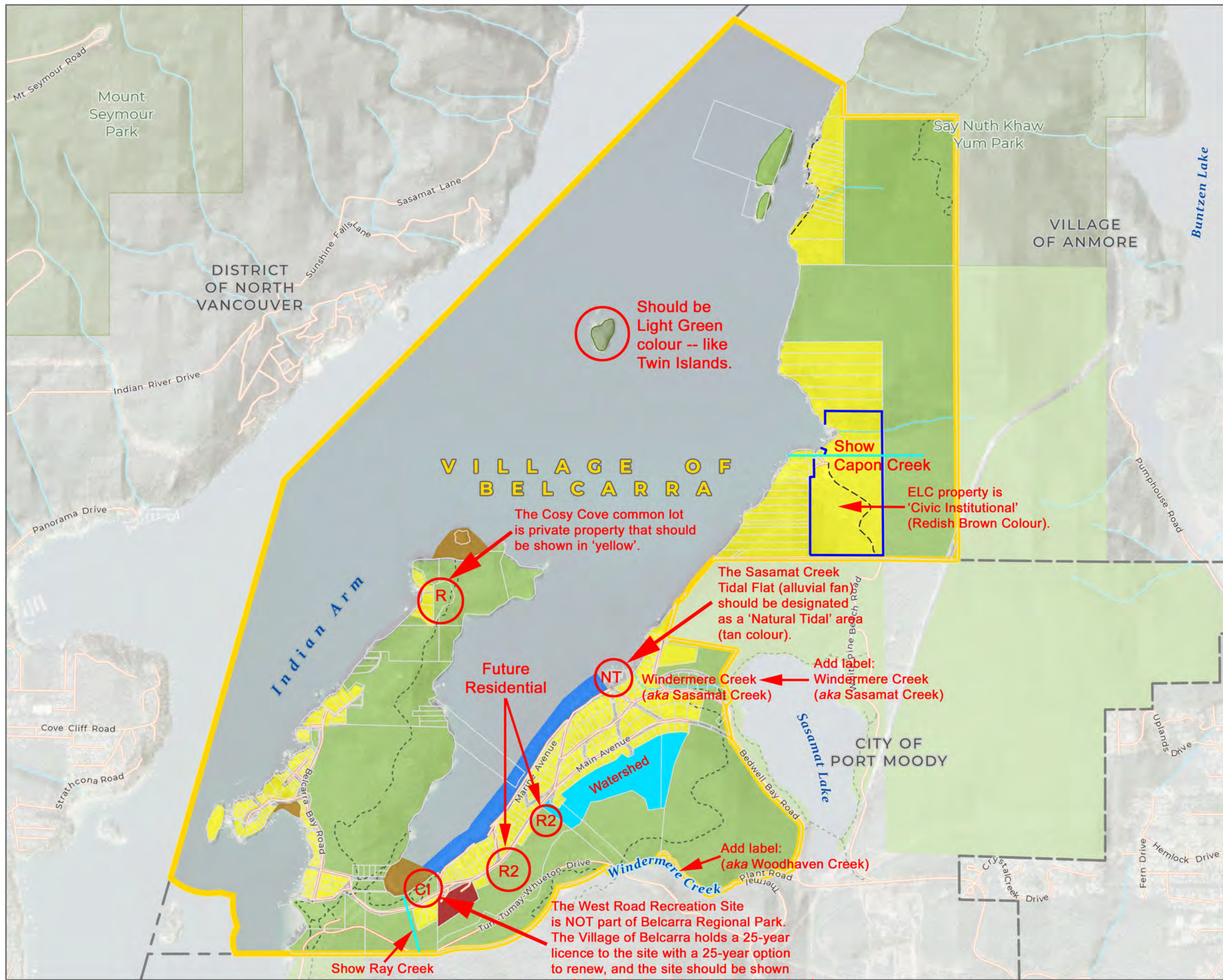


FIGURE 8⁶³



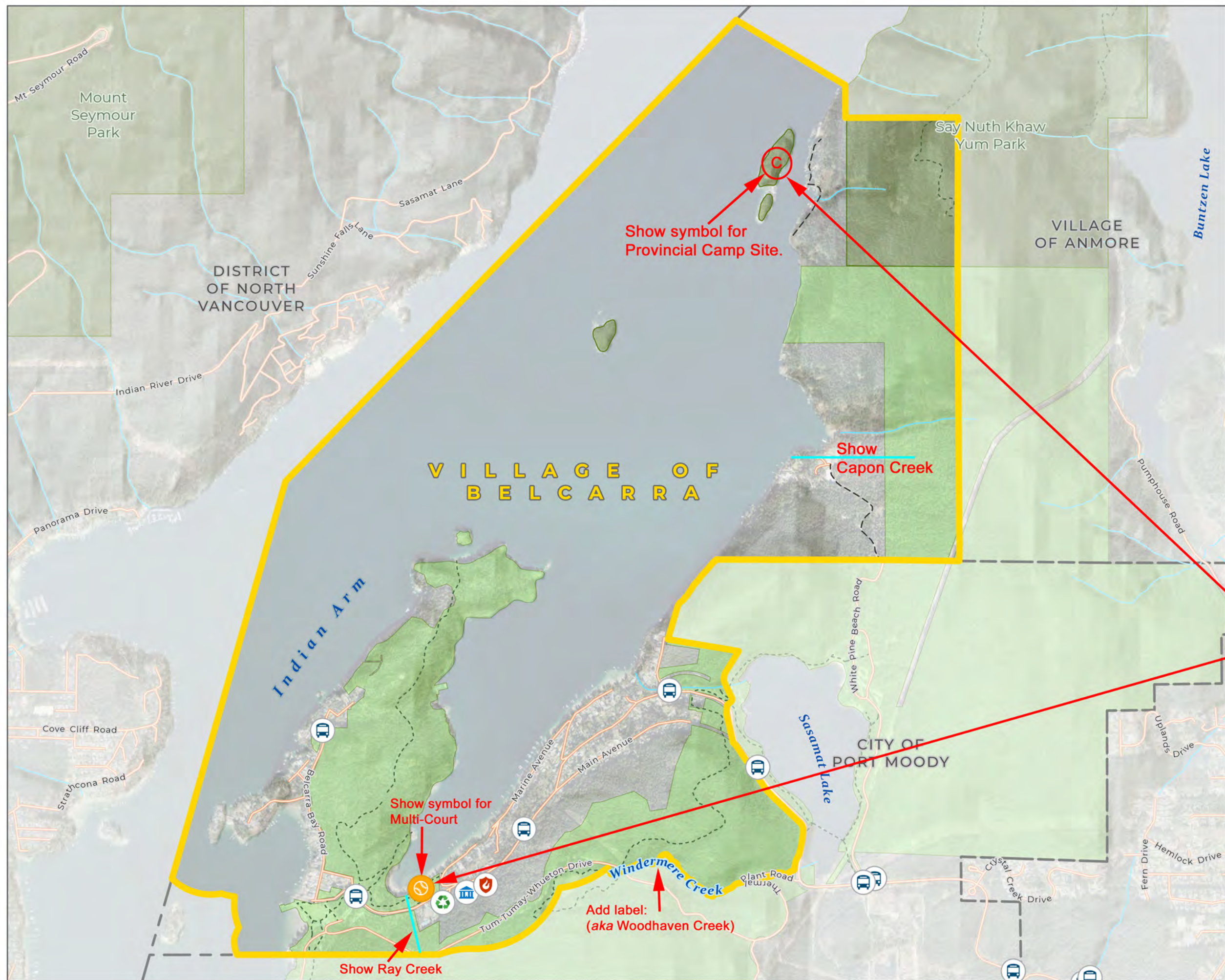
Official Community Plan OCP

Legend

- Village of Belcarra Municipal Boundary
- Municipal Boundaries
- R - Residential
- CL - Civic Institutional
- CN - Civic Marine
- NT - Natural Tidal
- P - Conservation and Recreation
- Pedestrian/Hiking Trail
- Unclassified Road
- R2 - Future Residential
- W - Watershed



FIGURE 9⁶⁴



Official Community Plan Community Facilities

Legend

- Village of Belcarra Municipal Boundary
- Provincial Parks
- Municipal Boundaries
- Belcarra Municipal Hall
- Waste and Recycling Depot
- Sasamat Volunteer Fire Department
- Transit Stops and Community Message Boards (located at the Transit Stops)
- təmtəmix*ʔən/Belcarra Regional Park
- Metro Vancouver & BC Parks Pedestrian/Hiking trail
- Provincial Camp Site
- Belcarra Multi-Court



FIGURE 10⁶⁵



Local Government Climate Action Program Survey Submission Report

Anmore

Report generated on Friday, August 05, 2022 15:56 PST

Question	Answer
1. Does your local government or Modern Treaty Nation have a climate action plan or strategy?	No, but we are intending to undertake one in the next two years
2. For the calendar year 2021, did your local government or Modern Treaty Nation measure and publicly disclose corporate greenhouse gas (GHG) emissions?	No, corporate GHG emissions are not currently being measured, but we are currently undertaking one and it will be completed in the next two years
3. For calendar year 2021, did your local government or Modern Treaty Nation measure and publicly disclose a community-wide emissions inventory?	No, but we are intending to undertake a community GHG inventory in the next two years
4. Is your local government or Modern Treaty Nation tracking progress on its community-wide GHG reduction target?	No
4.e. If no, select all that apply:	"No, but we are planning to introduce a new target in the next two years"
5. Describe up to four climate initiatives, and their outcomes, your local government or Modern Treaty Nation is currently undertaking for Buildings	2017 OCP - The Village supports alternative energy sources such as solar hot water, geoexchange heating and photovoltaic electricity, as well as passive solar design to minimize the lighting, heating and cooling demands of new and existing buildings. The Village supports the green building requirements for new construction established in the BC Building Code. The Village supports achievement of higher standards of green building for new and retrofit homes through programs such as LEED®, EnerGuide, Green Star, Green Globes, CASBEE, BREAM or Built Green.

6. Describe up to four climate initiatives, and their outcomes, your local government or Modern Treaty Nation is currently undertaking for Transportation	2017 OCP - The Village will focus on increasing walking and cycling as viable transportation alternatives. The Village will examine the road network to identify opportunities to enhance active transportation options. The Village will collaborate with Translink and Anmore residents to explore measures to increase transit ridership. The Village will collaborate with Translink to explore measures to increase transit use by visitors to Buntzen Lake Recreational Area.
7. Describe up to four climate initiatives, and their outcomes, your local government or Modern Treaty Nation is currently undertaking for Community	2017 OCP - The Village will encourage residents to either preserve natural landscaping or convert back to natural landscaping using native species (as opposed to maintained lawns) and retain tree cover so as to increase the carbon sequestration potential of landscaping and vegetation. The Village will review the Zoning Bylaw and Building Bylaw to identify any significant barriers to achieving GHG emission reductions in Anmore. The Village introduced a curbside garbage, recycling and organic waste collection program.
8. Describe up to four climate initiatives, and their outcomes, your local government or Modern Treaty Nation is currently undertaking for Climate Resilience	Regional strategies to protect the environment, which includes enhancing natural features and their connectivity. The intent is also to encourage land use and transportation patterns that reduce energy consumption and greenhouse gas emissions and enable municipalities to mitigate and adapt to climate change and withstand risk of natural hazards. Conservation and Recreation areas within Anmore comprise regionally significant natural assets, major parks, watersheds and ecologically important areas. Applying to lands within the Rural designation, Residential Land Use Policies provide the policy context for the Village to consider proposals for development that will protect hillsides and environmental features through clustering or other innovative approaches. Specify measures to design "with the land" and minimize environmental impacts. Emphasizing residential design to respect natural features, maintain native species and limit light pollution through use of Dark Sky strategies and fixtures. Landowners are additionally encouraged to retain mature vegetation, provide planted landscape or fencing and situate buildings to buffer Conservation and Recreation lands from new development. Anmore's efforts to reduce Greenhouse Gas Emissions are primarily focused on increasing energy efficiency in buildings through promoting alternative energy sources or energy retrofits and supporting alternative transportation options by prioritizing pedestrian and cycling infrastructure and enhancing public transportation access to reduce vehicle emissions. Policies aimed at addressing GHGs from solid waste focus on increasing waste diversion through recycling and organics pickup. Through establishing comprehensive environmental protection policies and implementation tools such as the Tree Management Bylaw, Anmore will be equipped to maintain the integrity of the natural environment; safeguarding significant watersheds and providing a regional carbon sink. As the potential effects of climate change (including earthquake, flooding, erosion, subsidence, mudslides, fires) become more apparent over time, the policies in the OCP regarding watercourse setbacks, identification of hazard lands and best practices in hillside development will help to ensure that developed areas are resilient and minimize risk.

9. Which elements of your community's current official community plan (OCP) (or other relevant strategies, policies and/or plans) support the creation of more complete, compact communities?	A number of factors contribute to the challenges Anmore faces in providing for the type of complete community envisioned by the RGS; namely, its secluded geographic location, rural land use designation and character, relatively small size and lack of supportive infrastructure. To meet estimated future housing demand, the Village has identified areas for residential development within the Rural designation to encourage a range of lot sizes and housing types to address a variety of housing needs. The Village also intends to undertake a Housing Action Plan to assess housing needs and determine priorities for the Village.
10. What actions has your local government or Modern Treaty Nation taken to increase community completeness and compactness since 2020 (e.g. urban containment boundary, increasing density by allowing secondary suites and laneway or carriage housing options)?	The Village supports the creation of secondary suites and coach houses to increase residential land use efficiency, and provide a broader range of housing types and sizes.
11. What data would be most valuable to your local government or Modern Treaty Nation in decision-making related to the creation of complete, compact communities?	The Village will work with the Province to obtain the tools and resources needed to measure GHG emissions and monitor reduction efforts.
12. From 2021 to now, has your local government or Modern Treaty Nation taken any action(s) to address climate impacts?	Residential subdividers/developers in Anmore are encouraged to be mindful of the impact of development on environmental features and systems, employing strategies that design "with the land" and make use of best practices for ecological sensitivity.
13. Has a climate risk and vulnerability assessment (or similar assessment) been undertaken for your local government or Modern Treaty Nation?	An Assessment was performed as part of the 2017 OCP review
14. What are the three most significant climate hazards faced by your jurisdiction	"Wildfire", "Water shortage", "Wind, rain, and other storm events", "Ecological, cultural and/or human health impacts (examples of cultural impacts include threats to identities, languages, and livelihoods; examples of ecological impacts include biodiversity loss, erosion, invasive species, ecosystem changes)", "Extreme cold, snow and ice", "Extreme heat and heat stress", "Overland flooding", "Coastal flooding, storm surge events and/or other coastal hazards"
15. Are you responding to this survey on behalf of a Modern Treaty Nation?	No

16. Based on the hazard you indicated as most significant in question 14, as a local government, which groups are most exposed/vulnerable to the impacts of that climate hazard?	"Seniors"
17. Based on the hazard you indicated as second most significant in question 14, as a local government, which groups are most exposed/vulnerable to the impacts of that climate hazard?	"Low-income households", "Seniors"
18. Based on the hazard you indicated as third most significant in question 14, as a local government, which groups are most exposed/vulnerable to the impacts of that climate hazard?	"Seniors"
19. Select the top three factors your local government or Modern Treaty Nation needs most to increase the capacity to adapt to climate impacts and build community resilience.	"Increased funding", "More partnerships and collaboration across levels of government", "Increased staff capacity"
20. How does your local government or Modern Treaty Nation ensure equitable access to, and distribution of, climate action opportunities and benefits?	"Do not know how or if equity is being integrated into our climate action work"
21. Do the climate action plan(s) and priorities of your local government or Modern Treaty Nation align with the climate action plans and priorities of senior levels of government?	"No, there is no process currently for multilevel government collaboration and alignment of climate plans and implementation", "No, our resource capacity doesn't permit us to collaborate or align more effectively with senior levels of government"
22. Is your local government a signatory to the B.C. Climate Action Charter or a Modern Treaty Nation?	Yes

23. To demonstrate commitment to climate action, climate investments (i.e., matching funding or in-kind contributions) equivalent to 20% of the provincial funding received are required of local governments and Modern Treaty Nations. The intent is to show past, current, and future investments in climate action and create awareness and education.	"Staff time", "Climate or energy studies and/or assessments", "Climate or energy plans, policies and/or strategy development", "Climate resilient infrastructure and/or capital project(s)"
24. Please provide your (or survey primary contact's) first and last name.	Lena Martin
25. Please indicate your (or survey primary contact's) position with your local government or Modern Treaty Nation.	Manager of Financial Services, CFO
26. Please provide your (or survey primary contact's) business email address.	lena.martin@anmore.com
27. Please provide your (or survey primary contact's) business phone number.	6044699877



Local Government Climate Action Program Attestation Form

Instructions for the Attestor:

1. Complete and sign this form by filling in the fields below.
2. Email the completed and signed form to LGCAP@gov.bc.ca.

I, the Chief Financial Officer, or equivalent position, of Village of Anmore (name of local government) confirm the following:

1. That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
2. That if funds are held in reserve, they will be spent by the end of March 2025.
3. That a completed and signed version of this form will be submitted by email to the Climate Action Secretariat, Ministry of Environment and Climate Change Strategy by July 29, 2022.
 - a. If council approval is required, it will be submitted no later than September 30, 2022.
4. That a completed and signed version of this form will be publicly posted by September 30, 2022.
5. That a completed and exported version of the program survey (submitted online) will be publicly posted by September 30, 2022.

Attested to by me at (name of local government) Village of Anmore
on (date) August 8 20 22

Signature of Attestor:

Printed Name of Attestor:

Lena Martin

Title or Profession of Attestor (i.e. Chief Financial Officer or equivalent position):

Manager of Financial Services, CFO

Telephone Number of Attestor:

604 469 9877

Email Address of Attestor:

Lena.Martin@anmore.com

**Ministry of Environment and
Climate Change Strategy**

Climate Partnerships and
Engagement Branch

Climate Action Secretariat

Mailing Address:
PO Box 9486
Stn Prov Govt
Victoria BC V8W 9W6

Email: env.mail@gov.bc.ca

Website:

[http://www2.gov.bc.ca/gov/content/
environment/climate-change](http://www2.gov.bc.ca/gov/content/environment/climate-change)



Sponsorship Report

**Presented with gratitude to
The Village of Anmore**





Summary

- Our canopy for our 2009 F250 4 x 4 truck leaked and no longer locks properly. This is our primary off-road vehicle for our search and rescue missions. It is essential that our supplies; gear and electronics are in a safe and secure location and are kept clean and dry.
- Some of our items stored are electronics, battery operated or first aid supplies that need to be kept dry. Keeping our supplies dry also prevents mold.
- With your generous support, we purchased an amazing replacement canopy!
- Our new canopy has eight large shelving units with two shelf trays per side for ample storage for all our supplies and life-saving equipment. A moveable bed for easy access to our volunteers gear. A roof rack to transport larger equipment to a mission. Secure locks on all compartments and doors.
- As we use this vehicle many times in the dark, we added lots of lighting including a flood/spot lights, all doors with led lightening and canopy lighting.
- We are happy to have recognized the Village of Anmore on our website - <https://www.coquitlam-sar.bc.ca/support-us/sponsors/>, and our social media pages.
- In 2022, CSAR members responded to 134 incidents, exercises and training scenarios totaling 744 hours to-date. In 2021, CSAR members responded to 73 incidents, participated in 232 exercises and training scenarios totaling 9,815 volunteer hours on Incident Response. In comparison, in 2020, we responded to 86 incidents with 9,154 volunteer hours and in 2019, we responded to 47 incidents and spent a total of 8076 volunteer hours on Incident Response.



*Coquitlam Search and Rescue would like to thank
The Village of Anmore
for your tremendous support*



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: September 14, 2022 File No. 3900-30
Submitted by: C. Boit, P.Eng, Manager of Development Services
Subject: Ma Murray Lane Road Dedication Removal – Bylaw No. 664-2022

Purpose / Introduction

The purpose of this report is to present Council with a Bylaw to proceed with closure/removal of existing road dedications on Ma Murray Lane, surrounding the Village of Anmore Community Hub project.

Recommended Option

That Council give first, second and third readings to “Anmore Closure and Removal of Highway Dedication – Ma Murray, Bylaw No. 664-2022”

Background

The Village is currently constructing the Anmore Community Hub (“HUB”) on the old Village Hall site. As part of this project, the design team wish to make a continuous connection between the building and Spirit Park.

Discussion

Currently, there is an existing gravel roadway that provides legal access to 1026 Ma Murray Lane, which current splits the HUB and Spirit Park properties. As part of the development, the design team wish to relocate Ma Murray Lane to the north of the parcel, which would replace the existing legal access to 1026 Ma Murray Lane and provide a new access directly off East Road, via a 4 way stop intersection.

It is Staff’s opinion that this proposed change will enhance the HUB project and provide additional public amenity to Spirit Park.

To complete these changes to the property a subdivision process will be required.

Communication

Staff have engaged with the surrounding property owners to inform them of the proposed changes and there has not been any negative feedback to this point. However, as part of the

Report/Recommendation to Council

Ma Murray Lane Road Dedication Removal – Bylaw No. 664-2022

September 14, 2022

dedication removal process, there is a requirement under the *Community Charter* to give notice of its intention to close the dedication and provide an opportunity for persons affected by the bylaw to make a representation to Council. This process can be completed following third reading of the Bylaw.

Options


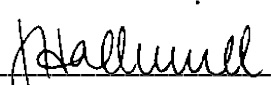
1. THAT Council give first, second and third readings to “Anmore Closure and Removal of Highway Dedication – Ma Murray, Bylaw No. 664-2022”

OR

2. THAT Council direct staff not to proceed with the closure of the road dedications

Attachments

1. Anmore Closure and Removal of Highway Dedication – Ma Murray, Bylaw No. 664-2022

Prepared by:
 Chris Boit, P.Eng Manager of Development Services
Reviewed for Form and Content / Approved for Submission to Council:
Chief Administrative Officer's Comment/Concurrence  Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 664-2022

Closure and Removal of Highway Dedication – Ma Murray Lane

A Bylaw to remove the dedication of a highway within the Village of Anmore
Bylaw No. 664-2022

WHEREAS pursuant to Subsection 40(1)(a) of the Community Charter, S.B.C. 2003, c. 26, the Council may, by bylaw, close all or part of a highway that is vested in the municipality to all or some types of traffic;

AND WHEREAS pursuant to Section 40(2) of the Community Charter, S.B.C. 2003, c. 26, the Council may, by bylaw, remove the dedication of a highway that has been closed by a bylaw under Subsection 40(1)(a).

NOW, THEREFORE the Council of the Village of Anmore, in open meeting lawfully assembled ENACTS AS FOLLOWS:

1. This bylaw maybe cited as **“Anmore Closure and Removal of Highway Dedication – Ma Murray, Bylaw No. 664-2022”**
2. That portion of LOT 1 SECTION 20 TOWNSHIP 39 NEW WESTMINSTER DISTRICT PLAN NWP77877 shown outlined in heavy black line on a Reference Plan 77877 attached hereto as Schedule “A” and forming part of this bylaw, prepared by W.G Lammerts, B.C.L.S. on the 4th day of May, 1988, and described as follows: a that portion of road containing 589 square metres and labeled Road; (hereinafter referred to as that portion of Road) shall be removed as a road dedication.
3. That portion of Lot 4 SECTION 20 TOWNSHIP 39 NEW WESTMINSTER DISTRICT PLAN 3350 shown outlined in heavy black line on a Reference Plan LMP18369 attached hereto as Schedule “B” and forming part of this bylaw, prepared by W.G Lammerts, B.C.L.S. on the 28th day of April, 1994, and described as follows: a that portion of road containing 397 square metres and labeled Road; (hereinafter referred to as that portion of Road) shall be removed as a road dedication.
4. The Village of Anmore hereby removes road dedications as described and specified in Schedule “C” Composite Plan of Lot B, PLAN LMP41762 AND LOT 1, PLAN 77877, SECTION 20, TOWNSHIP 39, NEW WESTMISTER DISTRICT, PREPARED June 8th, 2022 by Papove Professional Land Surveying Inc. which

identifies the extents of dedication to be closed and is attached to and forms part of this bylaw.

5. If any part of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

READ a first time the _____ day of _____

READ a second time the _____ day of _____

READ a third time the _____ day of, _____

ADOPTED the _____ day of, _____

MAYOR

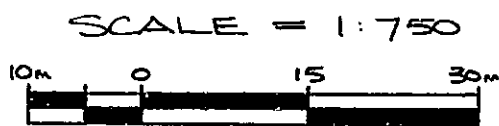
MANAGER OF CORPORATE SERVICES

SUBDIVISION PLAN OF PART OF LOT 4
SECTION 20 TOWNSHIP 39 N.W.D. PLAN 3350.

12

Schedule A

PLAN 77877



BEARINGS ARE ASTRONOMIC AND DERIVED FROM PLAN 20447.

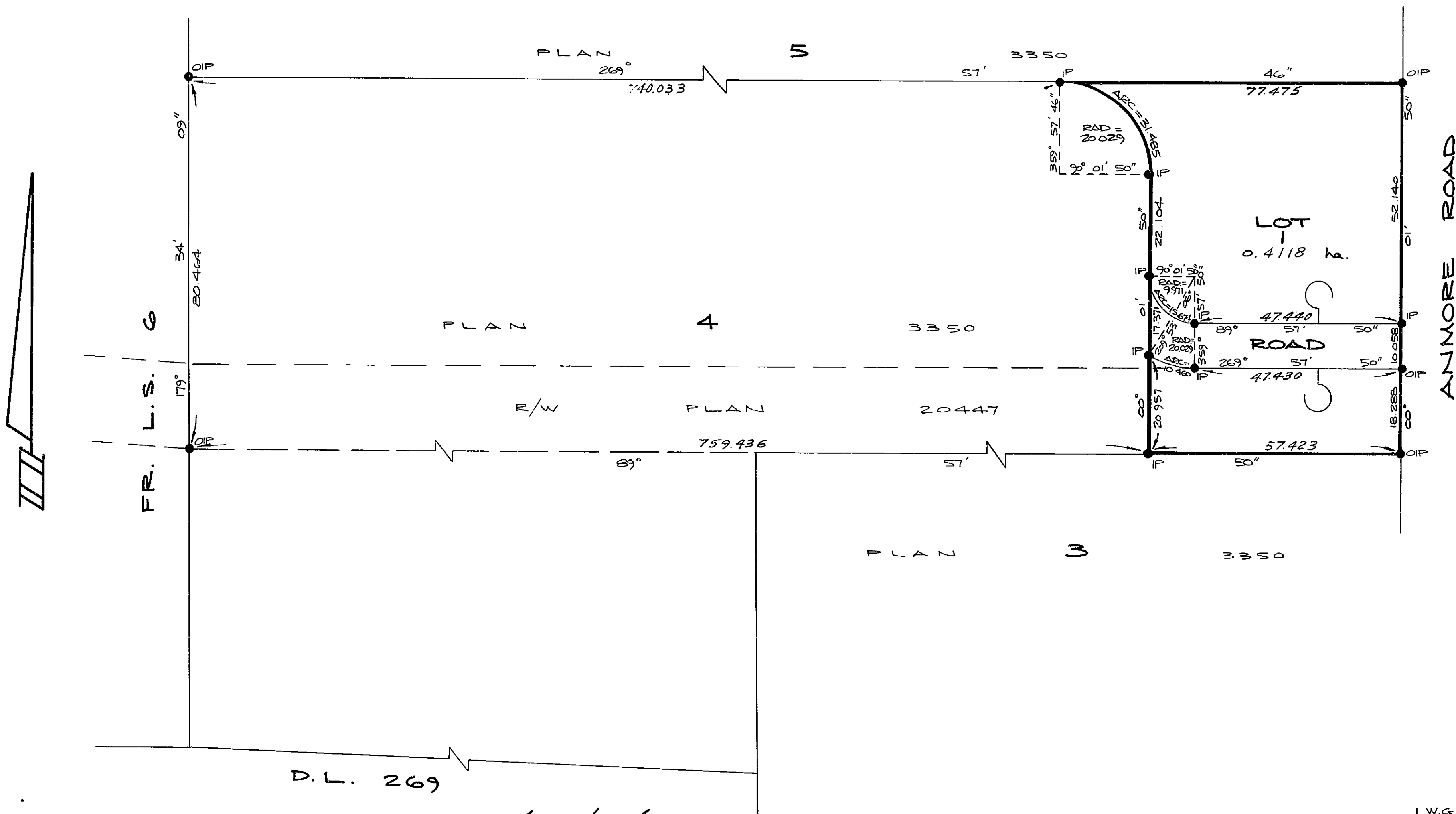
LEGEND:

- OIP INDICATES OLD IRON POST FOUND.
- IP INDICATES IRON POST SET.

"ALL DISTANCES ARE IN METRES"
EXCEPT WHERE OTHERWISE NOTED.

DEPOSITED IN THE LAND TITLE
OFFICE AT NEW WESTMINSTER, B.C.
THIS 13th DAY OF MAY 1988.

[Signature]
REGISTRAR
REF. # AB82644



"THIS PLAN LIES WITHIN THE GREATER"
VANCOUVER REGIONAL DISTRICT.

JUSTICE, LAMMERTS & ASSOC.
B.C. LAND SURVEYORS
14649 - 108th AVE.
SURREY, B.C.

[Signature]
ROBERT KENNETH SMURTHWAITE

ANMORE INVESTMENTS CO. LTD.

[Signature]
WITNESS
2697 Sunnyside
Port Moody (Anmore), B.C.
ADDRESS OF WITNESS

[Signature]
OCCUPATION OF WITNESS

[Signature]
AUTHORIZED SIGNATORY

APPROVED UNDER THE LAND TITLE
ACT THIS 11th DAY OF MAY 1988.

[Signature]
APPROVING OFFICER
VILLAGE OF ANMORE
SUNNYSIDE IMPROVEMENT DISTRICT.

I W.G. LAMMERTS A BRITISH COLUMBIA LAND
SURVEYOR OF SURREY BRITISH COLUMBIA
CERTIFY THAT I WAS PRESENT AT AND
PERSONALLY SUPERINTENDED THE
SURVEY REPRESENTED BY THIS PLAN
AND THAT THE SURVEY AND PLAN ARE
CORRECT. THE SURVEY WAS COMPLETED
ON THE 9th DAY OF MAY 1988.

[Signature]
SURVEYOR

SUBDIVISION PLAN OF PART OF LOT 4
SECTION 20 TOWNSHIP 39 N.W.D.
PLAN 3350. VILLAGE OF ANMORE.

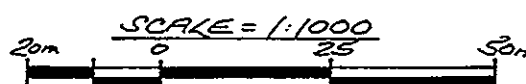
12.501

PLAN LMP18369

DEPOSITED IN THE LAND TITLE
OFFICE AT NEW WESTMINSTER BC
THIS 12 DAY OF AUG. 1994.

[Signature]
ASSISTANT DEPUTY REGISTRAR.

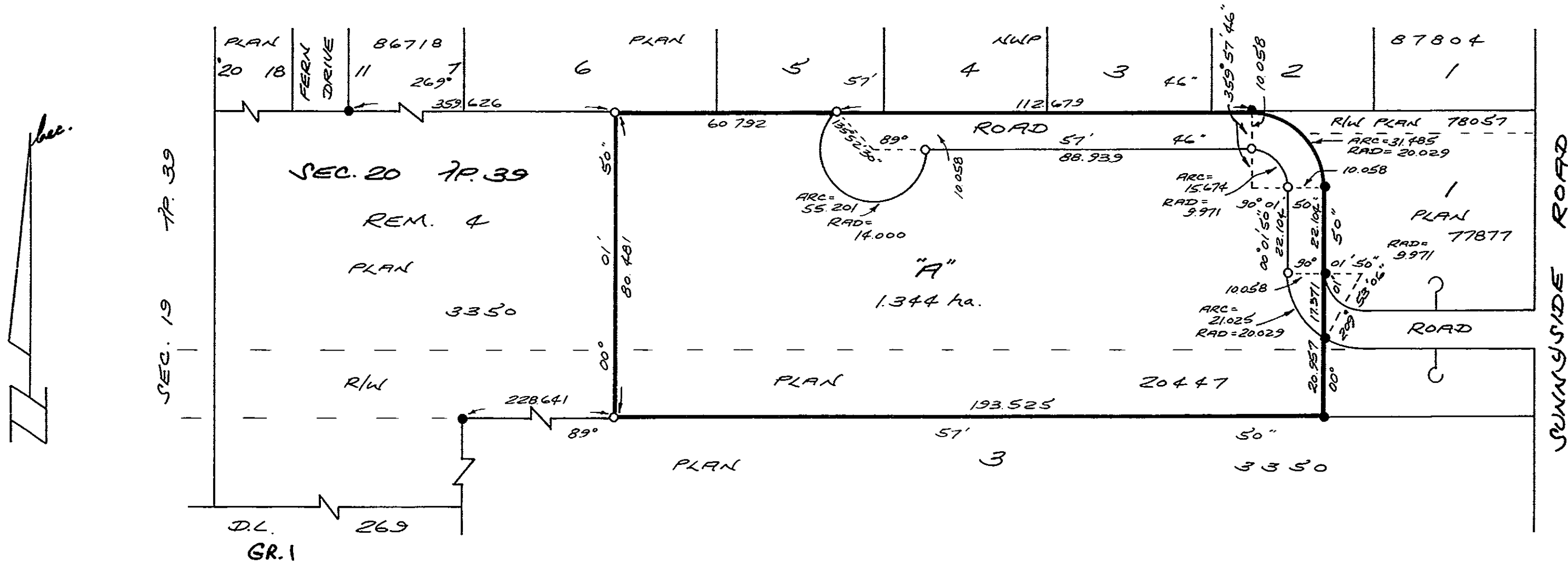
RJ. # BH 299995



BEARINGS ARE ASTRONOMIC AND DERIVED FROM R/W PLAN 20447.

- LEGEND:
- IRON POST PLACED.
 - IRON POST FOUND.

"ALL DISTANCES ARE IN METRES."



"THIS PLAN LIES WITHIN THE GREATER"
VANCOUVER REGIONAL DISTRICT.

LAMMERIS LAND SURVEYING LTD. ©
14649-108th AVE.
SURREY, B.C.
584-6828

APPROVED UNDER THE LAND TITLE
ACT THIS 11th DAY OF August, 1994.

[Signature]
APPROVING OFFICER,
VILLAGE OF ANMORE,
SUNNYSIDE IMPROVEMENT DISTRICT

[Signature]
ANMORE INVESTMENTS CO. LTD.
AUTHORIZED SIGNATORY.
(PRINT NAME) Robert Kenneth Smurthwaite

[Signature]
WITNESS (PRINT NAME) LARRY NELSON
2341 Sonoma Dr. Coquitlam BC
ADDRESS OF WITNESS.
Chartered Accountant
OCCUPATION OF WITNESS.

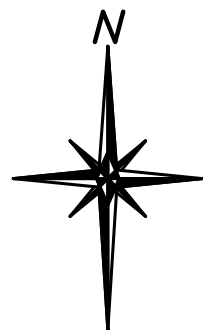
[Signature]
ROBERT KENNETH SMURTHWAITE.

[Signature]
WITNESS (PRINT NAME) LARRY NELSON
2341 Sonoma Dr. Coquitlam BC
ADDRESS OF WITNESS.
Chartered Accountant
OCCUPATION OF WITNESS.

J. W. G. LAMMERIS, A BRITISH COLUMBIA LAND
SURVEYOR OF SURVEY, BRITISH COLUMBIA,
CERTIFIES THAT I WAS PRESENT AT AND
PERSONALLY SUPERINTENDED THE
SURVEY REPRESENTED BY THIS PLAN
AND THAT THE SURVEY AND PLAN ARE
CORRECT. THE SURVEY WAS COMPLETED
ON THE 28th DAY OF April, 1994.

[Signature]
SURVEYOR.

Schedule C



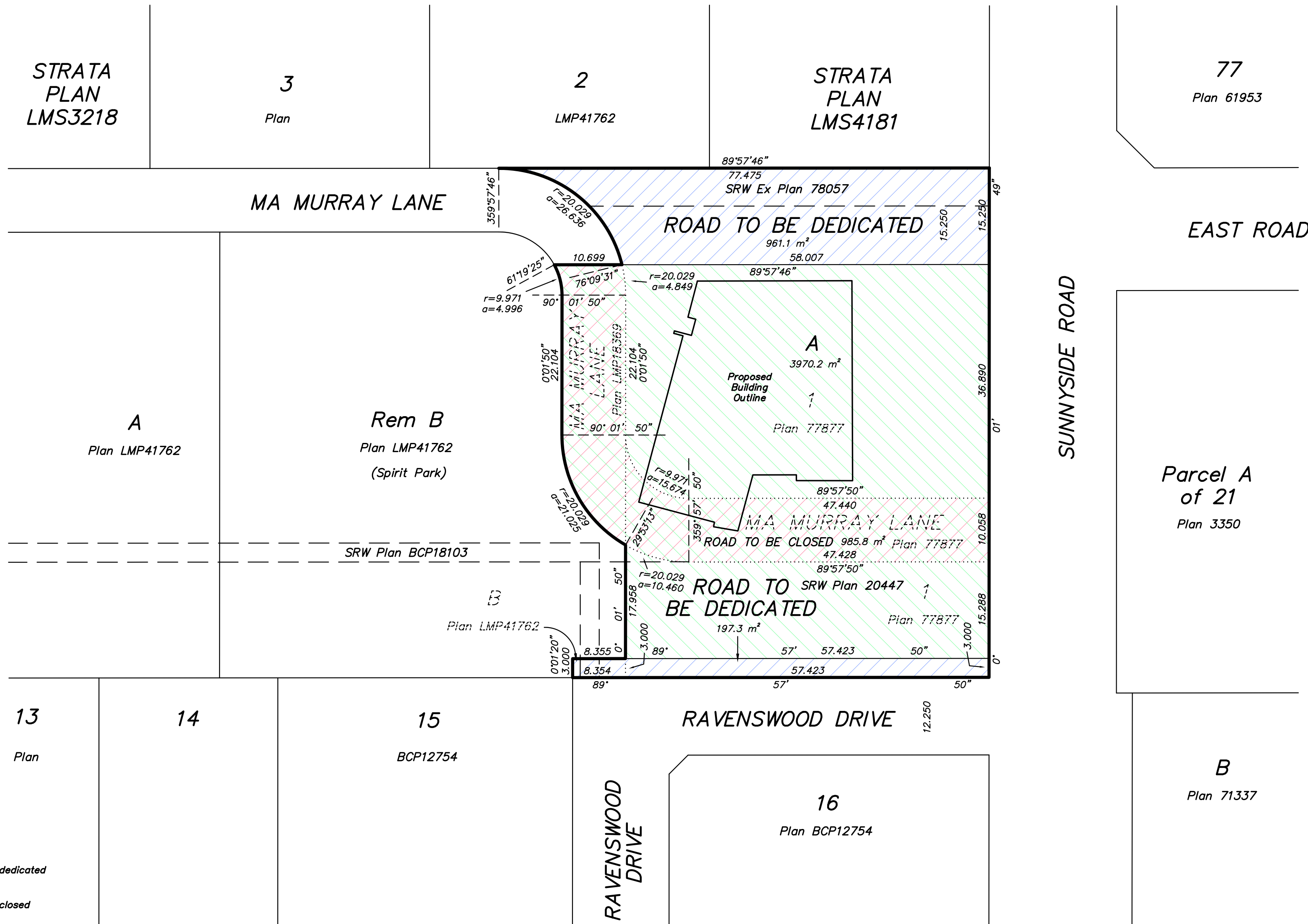
COMPOSITE PLAN OF
LOT B, PLAN LMP41762,
AND LOT 1, PLAN 77877,
SECTION 20, TOWNSHIP 39,
NEW WESTMINSTER DISTRICT

SCALE: 1:500



All distances are in metres

PARCEL IDENTIFIERS AND CIVIC ADDRESSES		
ALL IN ANMORE, BRITISH COLUMBIA		
LOT NUMBER	PARCEL IDENTIFIER	CIVIC ADDRESS
1	011-175-320	2697 Sunnyside Road
B	024-481-912	Spirit Park



NOTES:

- Road to be dedicated
- Road to be closed
- Consolidated lot

Lot dimensions are based
on Plan 77877 and LMP41762.

This plan was prepared for a specific
purpose and is for the exclusive use of
our client. We assume no responsibility
for the unauthorized use of this plan.

Plan Prepared: June 8th, 2022

CHARGES ON TITLE	
CHARGE NO.	NATURE
284365C	SRW
AB203301	SRW
AB213363	SRW
BF263970	SRW
BH299999	Covenant
BX341926	SRW

PAPOVE
PROFESSIONAL LAND SURVEYING INC.
202 - 1120 WESTWOOD STREET
COQUITLAM, B.C., V3B 7K8
TEL : (604) 464-5199
FAX : (604) 464-6509

FILE NUMBER : 7929



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: September 15, 2022

File No. 1760-20

Submitted by: Lena Martin

Subject: Anmore Community Hub Loan Authorization Bylaw No. 663-2022

Purpose / Introduction

A bylaw to authorize the borrowing towards the estimated cost of construction for the Anmore Community Hub.

Recommended Option

That Council give first, second and third readings to Anmore Community Hub Loan Authorization Bylaw No. 663-2022.

Background

Section 179(1) of the Community Charter states that a council may, by a loan authorization bylaw adopted with the approval of the inspector, incur a liability by borrowing for one or more of the following:

- (a) any purpose of a capital nature;
- (c) guaranteeing repayment of the borrowing, or providing security for the borrowing, of a person or public authority, if this is provided under an agreement with the person or public authority;

(2) A loan authorization bylaw must set out the following:

- (a) the total amount proposed to be borrowed under the bylaw;
- (b) in brief and general terms, each of the purposes for which the debt is to be incurred;
- (c) the amount allocated by the bylaw to each of the purposes for which the debt is to be incurred;
- (d) the maximum term for which the debentures may be issued.

Report/Recommendation to Council

Anmore Community Hub Loan Authorization Bylaw No. 663-2022

September 15, 2022

Part 2, Section 7 of the municipal liabilities regulation of the *Community Charter* states that:

Approval of the electors is not required under section 175 (2) [liabilities under agreements] or section 180 (1) [loan authorization bylaws] of the *Community Charter* if

- (a) at the time it proposes to incur the liability,
 - (i) the **annual cost of servicing** the aggregate liabilities of the municipality for the year, as determined in accordance with section 3 (general capital liabilities, contingent capital commitments, debts under LA Bylaws, unused borrowing under LA Bylaw, and loan guarantees) of this regulation, does not exceed:
 - (ii) 5% of the **annual calculation revenue** of the municipality for the previous year, as determined in accordance with sections 4 and 5 (Cap on Class 4 property revenue) of this regulation, and
- (b) incurring the liability would not cause the annual cost referred to in paragraph (a) (i) to exceed the limit established by paragraph (a) (ii).

Annual calculation revenue

Community Charter Section 4

The annual calculation revenue of a municipality for a year is the total revenue of the municipality from the following sources for the year:

- (a) subject to section 5 [cap on Class 4 property revenue] of this regulation, **revenue referred to in section 192 (a) to (f) of the Community Charter**, other than
 - (i) revenue received under section 197 (1) (b) [municipal taxes for others] of that Act, and
 - (ii) tax sharing revenue paid to another municipality as provided for by letters patent;
- (c) **unconditional grants** under the Local Government Grants Act;
- (d) **payments in place of taxes** that are made by a public authority;

Report/Recommendation to Council

Anmore Community Hub Loan Authorization Bylaw No. 663-2022

September 15, 2022

- (e) **revenue received under an agreement**, other than gifts or grants received under an agreement or amounts included as revenue under another paragraph of this section;
- (j) **investment income**, other than
 - (i) revenue from the disposition of assets, and
 - (ii) Municipal Finance Authority actuarial adjustments;

At the October 20, 2020 Regular Council Meeting, the following resolution was passed:

“That Council direct staff to begin the process to seek approval for participating in the MFA Spring 2021 Long Term Borrowing, as outlined in the Metro Vancouver letter dated September 23, 2020, for up to \$2,500,000.

AND THAT Council allocate a minimum of \$3,000,000 and a maximum of \$5,500,000 to be funded from the Capital Reserve, developer contributions and approved grants to fund the Anmore Community Hub project.

AND THAT Council supports the Anmore Community Hub project and commits to its share of the Anmore Community Hub total estimated project cost of \$8,000,000 with \$2,500,000 being applied for through the investing in Canada Infrastructure Program.”

Discussion

The MFA Spring 2021 Long Term Borrowing was not sought because there was no requirement to obtain funds from debt because the construction of the project did not begin until May 2022.

Given Anmore Council's direction to fund a portion of the Anmore Community Hub from debt in order to ensure that future users of the facility also contribute to it's cost of construction, the following calculations provide detail on the amount of debt that the Village is able to request under assent-free borrowing.

Annual calculation revenue from the 2021 audited financial statements

Taxation	\$2,592,650
Unconditional transfers	743,756
Amenity contributions	1,093,500
Permits, fees and other	1,302,081
Interest income	85,326

Total Calculation Revenue **\$ 5,817,313**

5% annual assent-free limit **(290,865)**

Report/Recommendation to Council

Anmore Community Hub Loan Authorization Bylaw No. 663-2022

September 15, 2022

Annual cost of servicing

The Village currently has zero capital liabilities, contingent commitments, debt, unused borrowing, or loan guarantees.

Municipal Finance Authority – Long Term Borrowing

The Municipal Finance Authority of British Columbia (MFA) was formed in 1970, uniting the borrowing power and requirements of BC's municipalities by providing a collective long-term debt issuance facility. Twice a year, following the Annual General Meeting in March and the Semi-Annual Meeting in September, the MFA will fund client loan requests which have undergone all appropriate approval processes. New issues are often funded by issuing a 10-year bond, locking in a fixed interest rate for ten years. Loans longer than ten years are typically refinanced every five years, following the initial ten years.

Anmore Community Hub Loan Annual Costs

\$2,500,000 amortized 25 years at 4.15%

Annual Principal	\$ 68,570
Annual Interest	112,500
TOTAL	\$181,070

\$2,500,000 amortized 20 years at 4.15%

Annual Principal	\$ 93,039
Annual Interest	103,750
TOTAL	\$196,789

***Loans with terms of ten years or longer will generally receive this rate for the first ten years. Typically, at the end of ten years, the relending rate will be reset at the current market rate for a period to be determined at that point (likely five years). Current MFA indicative refinancing rate is 4.48%.*

Report/Recommendation to Council

Anmore Community Hub Loan Authorization Bylaw No. 663-2022

September 15, 2022

Options

- 1. That Council give first, second and third readings to Anmore Community Hub Loan Authorization Bylaw No. 663-2022.**

OR

- 2. That Council direct staff to report back on alternative options for funding a portion of the Anmore Community Hub project.**

Financial Implications

Financing for the Anmore Community Hub was included in the 2022-2026 Financial Plan Bylaw. Utilizing revenues from all sources including, grants, contributions, reserves, and debt financing, expands the cost of the amenity to past, current, and future revenue sources.

Communications / Civic Engagement

The Five-Year Financial Plan 2022 – 2026 Bylaw No. 658-2022 was adopted by Council on Tuesday, May 10, 2022, at which a \$10,068,033 Capital budget with \$2,500,000 of borrowing, was approved.

Council Strategic Plan Objectives

To provide responsive, efficient, transparent, and engaged service to ensure long term fiscal responsibility.

Attachments

1. Anmore Community Hub Loan Authorization Bylaw No. 663-2022
2. Anmore Five Year Financial Plan Bylaw No. 658-2022
3. Village of Anmore 2021 Audited Financial Statements

September 15, 2022


Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 663-2022

A bylaw to authorize the borrowing towards the estimated cost of construction for the Anmore Community Hub.

WHEREAS it is deemed desirable and expedient to build a new community amenity, the Anmore Community Hub, which will act as a municipal hall and a central gathering space and hub for community events and programs;

AND WHEREAS the estimated cost of the construction of a the Anmore Community Hub, including expenses incidental thereto is the sum of eight million five hundred thousand dollars (\$8,500,000), of which the sum of two million five hundred thousand dollars (\$2,500,000) is the amount of debt intended to be borrowed by this bylaw;

NOW THEREFORE, the council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as “**Anmore Community Hub Loan Authorization Bylaw No. 663-2022**”.
2. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out design and construction of the Anmore Community Hub, and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a. To borrow upon the credit of the Village of Anmore a sum not exceeding two million five hundred thousand dollars (\$2,500,000).
 - b. To acquire all such real property, easements, rights-of-way, licenses, rights, or authorities, as may be requisite or desirable for or in connection with the design and construction of the Anmore Community Hub for the Village of Anmore.
3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 25 years.

READ a first time the day of ,2022

READ a second time the day of , 2022

READ a third time the day of , 2022

RECEIVED the approval of the Inspector of Municipalities the day of , 2022

ADOPTED the day of , 2022

MAYOR

CORPORATE OFFICER

VILLAGE OF ANMORE

BYLAW NO. 658-2022

A bylaw to adopt the 2022 Five-Year Financial Plan

WHEREAS pursuant to section 165 of the *Community Charter*, requires that every municipality must have a five-year financial plan that is adopted annually, by bylaw, before the annual property tax bylaw is adopted;

AND WHEREAS the Municipal Council has caused to be prepared a Five-Year Financial Plan for the period 2022-2026 inclusive;

NOW THEREFORE the Council of the Village of Anmore enacts as follows:

1. This bylaw may be cited for all purposes as “Anmore Five-Year Financial Plan Bylaw No. 658-2022”.
2. Council hereby adopts the Five-Year Financial Plan for the years 2022-2026 inclusive, for each year of the plan, as set out in Schedules A and B, attached hereto and forming part of this bylaw.
3. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, 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.
4. That “Anmore Five-Year Financial Plan Bylaw No. 642-2021” is hereby repealed in its entirety.

READ a first time the 26 day of April, 2022

READ a second time the 26 day of April, 2022

READ a third time the 26 day of April, 2022

ADOPTED the 10 day of May, 2022

“John McEwen”

MAYOR

“Karen Elrick”

MANAGER OF CORPORATE SERVICES

SCHEDULE “A”

2022-2026 FINANCIAL PLAN STATEMENT OF OBJECTIVES AND POLICIES

1. In accordance with the *Community Charter*, the Village of Anmore is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

- (a) The proportion of total revenue that comes from each of the funding sources described in the *Community Charter*;
- (b) The distribution of property taxes among the property classes; and
- (c) The use of permissive tax exemptions.

2. Funding Sources

Table 1, below, shows the proportion of total revenue proposed to be raised from each fund source in 2022.

Government grants provide for the largest proportion of revenue in 2022 thanks to a \$2.5 Million Investing in Canada Infrastructure – Community, Culture & Recreation grant for the Anmore Community Hub. Other grants are sourced from the Major Road Network Fund (MRN), the Small Communities Fund, and other miscellaneous grants.

Property value tax revenues are the largest portion of planned revenues. Property Taxation provides a stable and consistent revenue source for general services that cannot be recovered from user-pay fees. It is simple to administer and easy for residents to understand.

Fees & charges provide the second largest proportion of planned revenue and are sourced from the utility fees collected for water and garbage & organic waste collection, as well as various permit fees.

Objectives

- Over the next five years, the Village will increase the portion of revenue received from user fees and charges to reflect service levels and changes in inflation.

Policies

- All user-fee levels will be reviewed, on an annual basis, to ensure they are adequately meeting both the respective service delivery and capital costs.
- Revenues will be recovered from user fees and charges where possible, rather than general taxation, to lessen the burden on the Village’s limited property tax base.

Table 1 – Sources of Revenue

REVENUE SOURCE	% OF TOTAL REVENUE	DOLLAR VALUE
Taxation	36%	2,653,025
Fees and Charges	18%	1,325,111
Grants	44%	3,173,600
Interest and Other	2%	123,066
TOTAL	100%	7,274,802

3. Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of Village services.

Objectives

- Tax rates set maintain tax stability in accordance with the Village's operational and capital requirements.

Policies

- Supplement, where possible, revenues from user fees and charges to help to offset the burden on the entire property tax base.
- Regularly review and compare the Village's distributions of tax burden relative to other municipalities having similar property class composition.

Table 2 – Distribution of Property Tax Rates

PROPERTY CLASS	% OF TOTAL PROPERTY TAXATION
Residential (1)	99.81%
Utilities (2)	0.001%
Business and Other (6)	0.034%
Rec/Non Profit (8)	0.152%
TOTAL	100%

4. Permissive Tax Exemptions

No property in the Village of Anmore is permissively exempt. Village properties do not meet the legislated criteria.

SCHEDULE "B"

Village of Anmore						
Financial Plan						
2022 - 2026						
		2022	2023	2024	2025	2026
REVENUES						
	Property Tax	\$ 2,653,025	\$ 2,800,286	\$ 2,998,608	\$ 3,053,427	\$ 3,109,346
	Permits, Fees and Charges	\$ 1,325,111	\$ 1,379,783	\$ 1,423,422	\$ 1,451,890	\$ 1,480,928
	Grants	\$ 3,173,600	\$ 691,960	\$ 707,719	\$ 720,641	\$ 733,822
	Interest & Other	\$ 123,066	\$ 168,883	\$ 213,056	\$ 214,513	\$ 216,003
	SUBTOTAL REVENUES	\$ 7,274,802	\$ 5,040,912	\$ 5,342,805	\$ 5,440,472	\$ 5,540,098
EXPENSES						
	General Government	\$ 1,284,902	\$ 1,311,809	\$ 1,384,330	\$ 1,409,033	\$ 1,463,231
	Public Works	\$ 775,909	\$ 791,977	\$ 811,776	\$ 828,011	\$ 844,572
	Protective Services	\$ 346,197	\$ 251,433	\$ 257,644	\$ 262,737	\$ 267,931
	Planning & Development	\$ 173,943	\$ 179,161	\$ 183,640	\$ 187,313	\$ 191,059
	Water Utility	\$ 1,748,460	\$ 1,238,603	\$ 1,244,674	\$ 722,215	\$ 736,559
	Debt Interest	\$ -	\$ 42,125	\$ 83,129	\$ 81,988	\$ 80,827
	Amortization of TCAs	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000
	SUBTOTAL EXPENSES	\$ 5,249,411	\$ 4,735,107	\$ 4,885,193	\$ 4,411,297	\$ 4,504,179
SURPLUS / (DEFICIT)		\$ 2,025,391	\$ 305,805	\$ 457,612	\$ 1,029,175	\$ 1,035,919
INTERNAL TRANSFERS						
	Capital	\$ (10,068,033)	\$ (341,250)	\$ (71,250)	\$ (71,250)	\$ (71,250)
	Transfer to (from) Reserves	\$ 4,622,642	\$ (884,555)	\$ (1,242,288)	\$ (1,813,851)	\$ (1,820,595)
	Transfer to (from) Surplus	\$ -	\$ -	\$ -	\$ -	\$ -
	Debt	\$ 2,500,000	\$ -	\$ (64,074)	\$ (64,074)	\$ (64,074)
	Investment in TCA	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000
	SUBTOTAL INTERNAL EXPENSE	\$ (2,025,391)	\$ (305,805)	\$ (457,612)	\$ (1,029,175)	\$ (1,035,919)
FINANCIAL PLAN BALANCE		\$ 0	\$ -	\$ (0)	\$ 0	\$ (0)

Village of Anmore
Financial Statements
For the year ended December 31, 2021

Village of Anmore
Financial Statements
For the year ended December 31, 2021

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Statement of Management's Responsibility

The financial statements contained herein have been prepared by management in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board. A summary of the significant accounting policies are described in the summary of significant policies which proceed the notes to the financial statements. Management is also responsible for all statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by BDO Canada LLP, independent external auditors appointed by Council. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Village's financial statements.

DocuSigned by:

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Chief Administrative Officer

April 26, 2022



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Fax: 604 688 5132
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BDO Canada LLP
Unit 1100 - Royal Centre
1055 West Georgia Street
Vancouver BC V6E 3P3 Canada

Independent Auditor's Report

To the Mayor and Council of The Village of Anmore

Opinion

We have audited the financial statements of the Village of Anmore (the "Village") which comprise the Statement of Financial Position as at December 31, 2021 and the Statements Operations, Changes in Net Financial Assets, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2021 and its results of operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally-accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of this report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Unaudited Information

We have not audited, reviewed, or otherwise attempted to verify the accuracy or completeness of the Schedule 4 of the Village's financial statements.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village, or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.



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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally-accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally-accepted auditing standards we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia
April 26, 2022

Village of Anmore
Statement of Financial Position

December 31	2021	2020
Financial Assets		
Cash	\$ 9,383,025	\$ 7,019,633
Accounts receivable (Note 1)	752,985	979,670
Property taxes receivable	199,276	404,765
Investments (Note 2)	6,397,698	6,215,172
	<u>16,732,984</u>	<u>14,619,240</u>
Liabilities		
Accounts payable and accrued liabilities (Note 3)	657,150	871,591
Unearned revenue (Note 4)	1,355,418	1,353,967
Development cost charges (Note 5)	1,702,132	1,692,821
Deposits (Note 6)	829,091	920,795
	<u>4,543,791</u>	<u>4,839,174</u>
Net Financial Assets	<u>12,189,193</u>	<u>9,780,066</u>
Non-Financial Assets		
Tangible capital assets (Schedule 2)	59,014,948	59,486,252
Prepaid expenses	24,528	44,830
Inventories	48,019	62,094
	<u>59,087,495</u>	<u>59,593,176</u>
Accumulated surplus (Note 7)	<u>\$ 71,276,688</u>	<u>\$ 69,373,242</u>

DocuSigned by:



Chief Administrative Officer

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Mayor

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Village of Anmore
Statement of Operations

For year ended December 31	2021 Fiscal Plan <small>(Note 8)</small>	2021	2020
Revenue (Schedule 1)			
Taxation (Note 10)	\$ 2,541,664	\$ 2,592,650	\$ 2,516,820
Government transfers - unconditional (Schedule 3)	664,600	743,756	1,333,508
Government transfers - conditional (Schedule 3)	-	53,151	502,030
Community amenity contribution	-	1,093,500	-
Permits, fees and other revenues	1,247,090	1,302,081	1,197,776
Interest income	180,810	85,326	162,560
Gain on disposal of tangible capital assets	-	44,416	-
	<u>4,634,164</u>	<u>5,914,880</u>	<u>5,712,694</u>
Expenses (Schedule 1)			
General Government	1,167,984	1,182,953	1,054,452
Public Works	1,258,180	1,228,120	1,257,569
Protective Services	267,130	245,057	189,186
Planning & Development	215,610	223,899	237,121
Solid Waste & Recycling	184,500	200,660	204,998
Water System	864,500	930,745	1,229,681
	<u>3,957,904</u>	<u>4,011,434</u>	<u>4,173,007</u>
Annual surplus	676,260	1,903,446	1,539,687
Accumulated surplus, beginning of year	<u>69,373,242</u>	<u>69,373,242</u>	<u>67,833,555</u>
Accumulated surplus, end of year	<u>\$ 70,049,502</u>	<u>\$ 71,276,688</u>	<u>\$ 69,373,242</u>

Village of Anmore
Statement of Changes in Net Financial Assets

For year ended December 31	Fiscal Plan	2021 2021 (Note 8)	2020
Annual surplus	\$ 676,260	\$ 1,903,446	\$ 1,539,687
Acquisition of tangible capital assets	(9,851,131)	(606,290)	(1,775,434)
Amortization of tangible capital assets	920,000	1,077,594	1,396,555
Loss on disposal of tangible capital assets	-	-	24,871
Change in prepaid expenses	-	20,302	(18,350)
Change in inventories	-	14,075	(24,707)
Change in net financial assets for the year	(8,254,871)	2,409,127	1,142,622
Net financial assets, beginning of year	9,780,066	9,780,066	8,637,444
Net financial assets, end of year	\$ 1,525,195	\$ 12,189,193	\$ 9,780,066

Village of Anmore
Statement of Cash Flows

For the year ended December 31	2021	2020
Cash provided by (used in)		
Operating activities		
Annual surplus	\$ 1,903,446	\$ 1,539,687
Items not involving cash:		
Loss on disposal of tangible capital assets	-	24,871
Amortization of tangible capital assets	<u>1,077,594</u>	<u>1,396,555</u>
	2,981,040	2,961,113
Changes in non-cash operating balances:		
Accounts receivable	226,685	(555,561)
Property taxes receivable	205,489	(103,140)
Prepaid expenses	20,302	(18,350)
Accounts payable and accrued liabilities	(214,441)	672,371
Unearned revenue	1,451	(33,450)
Deposits	(91,704)	(130,115)
Inventories	<u>14,075</u>	<u>(24,707)</u>
	3,142,897	2,768,161
Capital activities		
Acquisition of tangible capital assets	<u>(606,290)</u>	<u>(1,775,434)</u>
Investing activities		
Purchase of Investments	<u>(182,526)</u>	<u>(149,532)</u>
Financing transactions		
Development cost charges and interest received	<u>9,311</u>	<u>54,420</u>
Increase in cash during the year	2,363,392	897,615
Cash, beginning of year	<u>7,019,633</u>	<u>6,122,018</u>
Cash, end of year	<u>\$ 9,383,025</u>	<u>\$ 7,019,633</u>

Village of Anmore

Summary of Significant Accounting Policies

For the year ended December 31, 2021

The Village of Anmore (the "Village") is a municipality in the Province of British Columbia incorporated under the Local Government Act (British Columbia) and operates under the provisions of the Community Charter. The Village provides municipal services such as public works, planning, parks and other general government services.

Basis of Accounting

The Village prepares its financial statements in accordance with Canadian public sector accounting standards for local governments using guidelines developed by the Public Sector Accounting Board (PSAB).

The basis of accounting followed in these financial statements is an accrual method and includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenses in the period the goods and services are acquired and a liability is incurred.

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, interest, legal fees, and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is put into use.

Contributed tangible capital assets are recorded at fair value at the time of the contribution.

Estimated useful lives of tangible capital assets are as follows:

Roads	5 to 50 years
Buildings	15 to 40 years
Machinery and vehicles	8 to 10 years
Equipment and furniture	5 to 10 years
Water infrastructure	15 to 50 years
Other infrastructure	10 to 50 years

Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Significant estimates include estimating the fair market value of contributed assets and useful lives of tangible capital assets.

Village of Anmore
Summary of Significant Accounting Policies

For the year ended December 31, 2021

Revenue Recognition

Taxes are recorded when they meet the definition of an asset, have been authorized and the taxable event has occurred. Annual levies for non-optional municipal services and general administrative services are recorded as taxes for municipal services in the year they are levied. Taxes receivable are recognized net of an allowance for anticipated uncollectible amounts.

Through the British Columbia Assessment's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the same time they are awarded. Levies imposed on behalf of other taxing authorities are not included as taxes for municipal purposes.

Charges for water usage are recorded as services are delivered. Connection fee revenues are recognized when the connection has been established.

Building permit revenue is recognized when building inspections have been satisfactorily completed and clearance certificate issued.

Tangible capital assets received as contributions or transfers from developers are recorded at their estimated fair value at the date of receipt.

Sale of services and other revenue is recognized on an accrual basis as the services are delivered.

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability. Where stipulations give rise to a liability, transfers are initially recognized as unearned revenue when transferred and subsequently as revenue in the statement of operations as the stipulation liabilities are settled.

Community amenity contributions received by the Village are included on the Statement of Operations. Revenue is recognized on the cash basis in the year the payment was received.

Collection of Taxes on Behalf of Other Taxation Authorities

The Village collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of the entities are not reflected in these financial statements.

Unearned Revenue

Contributions with stipulations giving rise to a liability and revenues (building permits) pertaining to services required in future years have been deferred. These amounts will be recognized as revenue once the conditions giving rise to the liability have been settled.

Financial Instruments

Financial instruments consist of cash, accounts receivable, investments, accounts payable and deposits and are recorded at amortized cost. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest rate, currency or credit risk arising from these financial instruments.

Village of Anmore
Summary of Significant Accounting Policies

For the year ended December 31, 2021

Municipal Pension Plan

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records liabilities and assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the plan.

Segmented Information

The Village segments its operations for financial reporting purposes based upon areas of managerial responsibility. This information is provided in Note 13 and Schedule 1.

Contaminated Sites

A liability for remediation of a contaminated site is recognized at the financial statement date when an environmental standard exists, contamination exceeds the standard, and it is expected that future economic benefits will be given up and the liability can be reasonably estimated.

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2021

1. Accounts Receivable

	2021	2020
GST receivable	\$ 57,458	\$ 130,147
Government grants receivable	536,755	495,751
Interest receivable	37,164	152,673
Other	9,529	38,544
Water levies	112,079	162,555
	<u>\$ 752,985</u>	<u>\$ 979,670</u>

2. Investments

The Village's investments consist of guaranteed investment certificates ("GICs") held at a Canadian chartered bank and are recorded at amortized cost. The GICs earn interest at rates ranging from 0.50% to 0.55% (2020 - 0.80% to 2.69%) with maturities ranging from February 23, 2022 to August 19, 2022. The GICs that have matured after year end have been re-invested for an open one year term at a rate of 0.80%.

3. Accounts Payable and Accrued Liabilities

	2021	2020
Trade accounts payable and accrued liabilities	\$ 200,378	\$ 451,469
Construction holdbacks	-	117,818
School taxes and police services payable	439,220	282,170
Wages and benefits	17,552	20,134
	<u>\$ 657,150</u>	<u>\$ 871,591</u>

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2021

4. Unearned Revenue

Unearned revenue represents revenues and unspent capital contributions to be recognized as revenue in operations in subsequent years when the related expenditures are incurred or services delivered. Unearned revenue is comprised as follows:

	2021	2020
Community centre developer restricted donations	\$ 595,236	\$ 595,236
Outdoor plaza grant	124,358	124,358
Other deferred government grants	19,855	19,855
Other deferred revenue	-	2,491
Unearned building permits and other	318,645	361,660
Tax prepayments	297,324	250,367
	<u>\$ 1,355,418</u>	<u>\$ 1,353,967</u>

5. Development Cost Charges

Development cost charges (DCCs) are collected to pay for the general capital and utility expenditures required for developments. In accordance with the *Community Charter*, these funds must be deposited into a separate reserve fund. The Village records DCCs levied as deferred revenues until the related expenditures are incurred, then the DCCs are recognized as revenue.

	2021	2020
Balance, beginning of year	\$ 1,692,821	\$ 1,638,401
Receipts in the year	-	21,438
Interest earned and deferred	9,311	32,982
Balance, end of year	<u>\$ 1,702,132</u>	<u>\$ 1,692,821</u>

6. Deposits

Deposits are collected in respect of development activities as security against potential damage to Village property. Deposits, less any draw down of damage to Village property, are refunded upon satisfactory conditions being met and approved by the Village.

	2021	2020
Balance, beginning of year	\$ 920,795	\$ 1,050,910
Receipts in the year	136,008	71,135
Refunds issued	(227,712)	(201,250)
Balance, end of year	<u>\$ 829,091</u>	<u>\$ 920,795</u>

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2021

7. Accumulated Surplus

The Village segregates its accumulated surplus into the following categories:

	2021	2020
Unrestricted current funds	\$ 1,666,253	\$ 1,601,024
Statutory reserve funds	8,259,208	7,142,305
Non-statutory reserve funds	2,263,732	1,036,737
Invested in non-financial assets	59,087,495	59,593,176
Balance, end of year	<u>\$71,276,688</u>	<u>\$ 69,373,242</u>

Unrestricted current funds represent the amount of Accumulated Surplus remaining after deducting the other appropriated surplus balances. It is available to temporarily finance operations until planned revenues (i.e. property taxes, fees, grants etc.) are received, or for other operating or capital purposes as determined by Council, to the extent that it is available as cash.

Non-statutory and statutory reserves are accumulated surplus that has been set aside by decision of Council for a specified purpose. Statutory reserves have been established by bylaw in accordance with the Community Charter and their use is restricted by the related bylaw and legislation. In the normal course of operations, these funds will be used to finance the future services or capital works for which they have been appropriated. Details of Statutory reserve funds are shown below:

	2021	2020
Parks	\$ 422,035	\$ 419,727
Capital	7,124,854	6,019,619
Water storage	39,264	39,049
Water utility	365,161	388,700
Operating	307,894	275,210
	<u>\$ 8,259,208</u>	<u>\$ 7,142,305</u>

Details of Non-statutory reserve funds are shown below:

	2021	2020
Community Works Gas Tax Funds	\$ 127,227	\$ -
Major Road Network Funds	56,815	-
Community Amenity Contributions	1,255,102	154,737
COVID-19 Restart Grant	824,588	882,000
	<u>\$ 2,263,732</u>	<u>\$ 1,036,737</u>

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2021

7. Accumulated Surplus (continued)

Investment in non-financial assets is equal to the book value of the tangible capital assets, inventories and prepaid expenses. In the normal course of operations the tangible capital assets, inventories and prepaid expenses are not available to finance operations, but will be consumed/used to provide services, and any related debt repaid by future period revenues.

8. Fiscal Plan

The budget figures reported in the Financial Statements represent the 2021 component of the Financial Plan Bylaw adopted by Council on March 16, 2021.

The following reconciles the approved bylaw to the amounts presented in the financial statements:

	<u>2021</u>
Annual deficit per Financial Plan bylaw	\$ (142,340)
Plus: Capital expenditures	<u>818,600</u>
Annual surplus on a PSAS basis	\$ 676,260
Acquisition of tangible capital assets	(9,851,131)
Amortization	<u>920,000</u>
Change in net financial assets	<u>(8,254,871)</u>

9. Contingent Liabilities

- (a) The Village is partially self-insured through the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible that the Village along with the other participants, would be required to contribute towards the deficit.
- (b) The Village is responsible as a member of Metro Vancouver for its proportion of any operating deficits or long-term debt related to functions in which it participates.
- (c) In the regular course of operations, legal claims are initiated against the Village in varying and unspecified amounts. The outcome of any potential claims cannot reasonably be determined at this time. Any ultimate settlements will be recorded in the year the claim is deemed to be likely to be paid and can be reasonably estimated.

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2021

10. Taxation - Net

	2021	%	2020	%
Total taxation	\$ 6,577,161	100.00	\$ 6,111,908	100.00
Collections on behalf of other governments:				
Metro Vancouver	681,545	10.36	299,103	4.89
School District - school tax	2,567,433	39.04	2,572,906	42.10
Municipal Finance Authority	319	-	315	0.01
BC Assessment Authority	66,876	1.02	68,320	1.12
TransLink	418,467	6.36	401,935	6.58
Police	249,871	3.80	252,509	4.13
	<u>3,984,511</u>	<u>60.58</u>	<u>3,595,088</u>	<u>58.83</u>
General municipal taxation	<u>\$ 2,592,650</u>		<u>\$ 2,516,820</u>	

11. Pension Plan

The Village and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of the benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2021, plan membership has about 220,000 active members and 112,000 retired members. Active members include approximately 42,000 contributors from local government.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The Village paid \$82,406 (2020 - \$86,739) for employer contributions while employees contributed \$72,230 (2020 - \$76,137) to the plan in fiscal 2021.

For the year ended December 31, 2021

11. Pension Plan (continued)

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

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records liabilities and assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

12. Uncertainty arising from COVID-19

During the year, the impact of COVID-19 in Canada and on the global economy increased significantly. As the impacts of COVID-19 continue, there could be further impact on the Village, its citizens, employees and other third party business associates that could impact the timing and amounts realized on the Village's assets and future ability to deliver services and projects. At this time, the full potential impact of COVID-19 on the Village is not known. Given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The Village's ability to continue delivering non-essential services and employ related staff, will depend on the legislative mandates from the various levels of government. The Village will continue to focus on collecting receivables, managing expenditures, and leveraging existing reserves and available credit facilities to ensure it is able to continue providing essential services to its citizens.

13. Segmented Information

The Village is a diversified municipal government institution that provides a wide range of services to its citizens such as roads, water and drainage infrastructure, garbage collection and parkland. The Village also contributes to the costs of police protection and transit which are under the jurisdiction of the provincial government and of TransLink, respectively. Distinguishable functional segments have been separately disclosed in the segmented information.

The nature of the Village's segments and the activities they encompass are as follows:

General Government

The general government department is the communications link between Council and the other municipal departments and the general public, providing assistance and advice to citizens with respect to Council/Committee processes, reporting procedures and decisions. This department is also responsible for the overall financial and risk management of the Village.

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2021

13. Segmented Information (continued)

Public Works

Public works is responsible for the essential services of the Village:

- ensuring clean and safe water to the Village, supplied through underground pipes;
- providing and maintaining the Village's roads, sidewalks, street lights, signage and line markings, storm drainage and hydrants; and
- providing other key services including street cleaning and the coordination of residential garbage collection services.

Protective Services

Protection and inspection services are comprised of bylaw enforcement and building inspection.

- Bylaw enforcement administers, monitors and seeks compliance with the bylaws enacted by the Mayor and Council to regulate the conduct of affairs in the Village of Anmore.
- The Village of Anmore's Building Department maintains the quality of life for the Village's citizens by regulating all construction within the Village. This is achieved through the use of the Village of Anmore's Building Bylaw, the British Columbia Building Code, the British Columbia Fire Code and other related bylaws and enactments within the Village of Anmore.

Planning and Development

The planning and development department provides short-term and long-term planning services.

- Long-term planning includes work within the community plan on reviewing the Village's Official Community Plan, developing new Neighbourhood Plans, and the review of relevant bylaws.
- Short-term planning includes the processing of subdivision and development applications.

Water Utility

The water utility provides the distribution of water to residents.

Solid Waste and Recycling

The solid waste and recycling department provides curbside garbage and recycling collection services to the residents of the Village.

Village of Anmore
Schedule 1 - Combined Statement of Operations by Segment

For the year ended December 31, 2021

	General Government	Public Works	Protective Services	Planning & Development	Solid Waste & Recycling	Water System	2021 Actual	2021 Fiscal Plan	2020 Actual
Revenues									
Taxation	\$ 2,592,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,592,650	\$ 2,541,664	\$ 2,516,820
Government transfers-unconditional	481,532	262,224	-	-	-	-	743,756	664,600	1,333,508
Government transfers-conditional	-	46,209	6,942	-	-	-	53,151	-	502,030
Community amenity contribution	-	1,093,500	-	-	-	-	1,093,500	-	-
Permits, fees and other revenue	17,453	-	225,756	24,266	217,249	817,357	1,302,081	1,247,090	1,197,776
Interest income	85,326	-	-	-	-	-	85,326	180,810	162,560
Gain on disposal of TCAs	-	44,416	-	-	-	-	44,416	-	-
Total revenue	3,176,961	1,446,349	232,698	24,266	217,249	817,357	5,914,880	4,634,164	5,712,694
Expenses									
Goods & services	471,899	239,656	10,996	223,899	197,143	552,612	1,696,205	1,747,210	1,442,770
Salaries & benefits	666,968	249,135	234,061	-	3,517	83,953	1,237,634	1,290,694	1,308,811
Loss on disposal of TCAs	-	-	-	-	-	-	-	-	24,871
Amortization on TCAs	44,086	739,329	-	-	-	294,180	1,077,595	920,000	1,396,555
Total expenses	1,182,953	1,228,120	245,057	223,899	200,660	930,745	4,011,434	3,957,904	4,173,007
Excess (deficiency) in revenues over expenses	\$ 1,994,008	\$ 218,229	\$ (12,359)	\$ (199,633)	\$ 16,589	\$ (113,388)	\$1,903,446	\$ 676,260	\$ 1,539,687

Village of Anmore
Schedule 1 - Combined Statement of Operations by Segment

For the year ended December 31, 2020

	General Government	Public Works	Protective Services	Planning & Development	Solid Waste & Recycling	Water System	2020 Actual	2020 Fiscal Plan	2019 Actual
Revenues									
Taxation	\$ 2,516,820	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,516,820	\$ 2,490,022	\$ 2,360,944
Government transfers-unconditional	1,297,258	36,250	-	-	-	-	1,333,508	659,600	720,292
Government transfers-conditional	-	489,325	12,705	-	-	-	502,030	571,592	43,449
Permits, fees and other revenue	15,919	-	123,823	62,928	211,633	783,473	1,197,776	1,262,940	1,375,606
Interest income	162,560	-	-	-	-	-	162,560	160,000	240,042
Total revenue	3,992,557	525,575	136,528	62,928	211,633	783,473	5,712,694	5,144,154	4,740,333
Expenses									
Goods & Services	396,343	158,624	28,350	140,733	182,851	535,869	1,442,770	1,437,790	1,311,385
Salaries & Benefits	627,387	274,550	160,836	96,388	22,147	127,503	1,308,811	1,421,112	1,191,275
Loss on disposal of TCAs	2,171	22,700	-	-	-	-	24,871	-	39,081
Amortization on TCAs	28,551	801,695	-	-	-	566,309	1,396,555	920,000	996,736
Total expenses	1,054,452	1,257,569	189,186	237,121	204,998	1,229,681	4,173,007	3,778,902	3,538,477
Excess (deficiency) in revenues over expenses	\$ 2,938,105	\$ (731,994)	\$ (52,658)	\$ (174,193)	\$ 6,635	\$ (446,208)	\$1,539,687	\$ 1,365,252	\$ 1,201,856

Village of Anmore
Schedule 2 - Tangible Capital Assets

For the year ended December 31, 2021

	Land	Building	Equipment & Furniture	Other Infrastructure	Roads	Machinery & Vehicles	Water Infrastructure	2021	2020
Balance,									
beginning of year	\$ 37,790,548	\$ 679,479	\$ 134,027	\$ 7,906,947	\$ 14,038,218	\$ 979,759	\$ 11,980,886	\$ 73,509,864	\$ 72,588,926
Additions	-	291,019	35,839	75,888	-	180,723	22,821	606,290	1,775,434
Disposals & adjustments	-	-	-	-	-	(206,735)	-	(206,735)	(854,496)
Cost, end of year	37,790,548	970,498	169,866	7,982,835	14,038,218	953,747	12,003,707	73,909,419	73,509,864
Accumulated amortization,									
beginning of year	-	136,185	83,649	3,126,784	6,184,099	584,272	3,908,623	14,023,612	13,456,682
Amortization	-	17,735	12,806	253,161	395,502	90,665	307,725	1,077,594	1,396,555
Disposals & adjustments	-	-	-	-	-	(206,735)	-	(206,735)	(829,625)
Accumulated amortization, end of year	-	153,920	96,455	3,379,945	6,579,601	468,202	4,216,348	14,894,471	14,023,612
Net book value, end of year	\$ 37,790,548	\$ 816,578	\$ 73,411	\$ 4,602,890	\$ 7,458,617	\$ 485,545	\$ 7,787,359	\$ 59,014,948	\$ 59,486,252

Village of Anmore
Schedule 2 - Tangible Capital Assets

For the year ended December 31, 2020

	Land	Building	Equipment & Furniture	Other Infrastructure	Roads	Machinery & Vehicles	Water Infrastructure	2020	2019
Balance,									
beginning of year	\$ 37,790,548	\$ 381,871	\$ 116,279	\$ 7,592,143	\$ 13,922,102	\$ 854,496	\$ 11,931,487	\$ 72,588,926	\$ 72,505,270
Additions	-	297,608	39,399	345,475	918,290	125,263	49,399	1,775,434	166,964
Disposals & adjustments	-	-	(21,651)	(30,671)	(802,174)	-	-	(854,496)	(83,308)
Cost, end of year	37,790,548	679,479	134,027	7,906,947	14,038,218	979,759	11,980,886	73,509,864	72,588,926
Accumulated amortization,									
beginning of year	-	114,564	96,198	2,761,222	6,630,806	511,578	3,342,314	13,456,682	12,504,174
Amortization	-	21,621	6,931	387,460	341,540	72,694	566,309	1,396,555	996,736
Disposals & adjustments	-	-	(19,480)	(21,898)	(788,247)	-	-	(829,625)	(44,228)
Accumulated amortization, end of year	-	136,185	83,649	3,126,784	6,184,099	584,272	3,908,623	14,023,612	13,456,682
Net book value, end of year	\$ 37,790,548	\$ 543,294	\$ 50,378	\$ 4,780,163	\$ 7,854,119	\$ 395,487	\$ 8,072,263	\$ 59,486,252	\$ 59,132,244

Village of Anmore
Schedule 3 - Government Transfers

For year ended December 31	2021 Fiscal Plan (Note 8)	2021	2020
Unconditional			
Community Works Fund - Gas Tax	\$ 61,600	\$ 126,532	\$ 61,738
TransLink - Major Road Network	105,000	105,000	36,250
TransLink - Operation, Maintenance and Rehabilitation	148,000	147,000	-
COVID-19 Safe Restart	-	-	882,000
Small community grant	350,000	355,000	353,520
Other grants	-	10,224	-
Total unconditional grants	664,600	743,756	1,333,508
Conditional			
TransLink - Major Road Network	-	46,209	489,325
COVID-19 Emergency Preparedness	-	6,942	12,705
Total conditional grants	-	53,151	502,030
Total government grants	\$ 664,600	\$ 796,907	\$ 1,835,538

Village of Anmore

Schedule 4 - Annual Report on COVID-19 Safe Restart Grant Spending (unaudited)

For the year ended December 31, 2021

	2021	2020
COVID-19 Safe Restart Grant		
Balance, beginning of year	\$ 882,000	\$ -
Safe Restart Grant received November 2020	-	882,000
Total Grant Funds Available	882,000	882,000
Less: Funds Spent	61,922	-
Balance, end of year	\$ 820,078	\$ 882,000

In November 2020, the Village received a COVID-19 Safe Restart Grant for \$882,000 from the Province of British Columbia. An annual report on the grant spending is a requirement of the Province and will be provided annually until the grant funds are fully spent. COVID-19 Safe Restart Funding is classified as an unconditional Provincial operating government transfer with revenue recognized on the Statement of Operations in the period in which the funds were received.

As at December 31, 2021, \$61,922 in grant funds were spent.



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: September 12, 2022

Submitted by: Juli Halliwell, Chief Administrative Officer

Subject: Award of Website Development & Support Contract

PURPOSE / INTRODUCTION

To obtain Council approval to award the contract for the redevelopment of the Village's website and ongoing support services.

RECOMMENDATION

That Council approve the award of the contract for the redevelopment of the Village's website for a maximum contract price of \$80,000, excluding GST, to Graphically Speaking.

BACKGROUND

In early March 2022, the Village hired the services of Sperling Hansen Associates Ltd. to assist in the development and evaluation of a request for proposals (RFP) for a new website and associated ongoing support services. Based on feedback provided by multiple members of Anmore staff, the requirements were developed by Sperling Hansen to be included in the RFP.

On June 21, 2022, the Village issued an RFP for the development of a new website, along with the associated ongoing support services. The budget of \$80,000 was approved as part of the 2022-2026 5-Year Financial Plan.

Eight RFPs were received and evaluated.

DISCUSSION

The criteria included in the RFP for evaluation is as follows:

Criteria	Weighting
Proposal completeness and delivery	Pass/Fail
Overall solution, project methodology and strategy	25
Financial	25
Demonstrated understanding of the project/goals	15

Report/Recommendation to Council

Award of Website Development & Support Contract

September 12, 2022

References and previous experience	15
Sustainment and ongoing support	20
Total	100

The table below outlines the ranking following review and evaluation:

Proponent	Ranking
Graphically Speaking	1
Goat	2
JesseJames Creative	3
Denman	4
Bekatek	5
Twirling Umbrellas	6
QED42	7
Pro-Insight	8

Following the review of the proposals with Sperling Hansen Associates Ltd., the top two proponents were interviewed in an effort to gain a deeper understanding of the proposal and their understanding of the Village's requirements.

At the time of writing this report, an additional interview is being coordinated to view a demonstration of the number one ranked proponent's type of website. It is recommended by staff that that Council approve the contract award to Graphically Speaking, however the contract will not be entered into until the demo has been presented and is satisfactory to staff.

There are also some elements of the scope of work to be confirmed, which is the rationale for seeking approval for up to the budgeted amount. The total contract price is not known at this time.

FINANCIAL IMPLICATIONS

The overall contract that will be awarded is anticipated to be within the approved budget of \$80,000.

COMMUNICATIONS / CIVIC ENGAGEMENT

None.

COUNCIL STRATEGIC PLAN OBJECTIVES

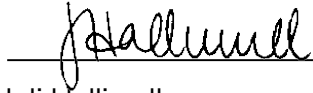
We provide responsive, efficient, transparent and engaged service.

Report/Recommendation to Council

Award of Website Development & Support Contract

September 12, 2022

Prepared by:

A handwritten signature in black ink, appearing to read "Halliwell", is written over a horizontal line.

Juli Halliwell

Chief Administrative Officer

**SASAMAT VOLUNTEER FIRE DEPARTMENT (SVFD)
BOARD OF TRUSTEES MEETING**

Minutes of the Regular Meeting of the Sasamat Volunteer Fire Department (SVFD) Board of Trustees held at 7:00 p.m. on Thursday, March 3, 2022 via Zoom.

MEMBERS PRESENT:

Chair, Councillor Darrell Penner, Port Coquitlam
Councillor Bruce Drake, Belcarra
Mayor John McEwen, Anmore
Mayor Jamie Ross, Belcarra
Councillor Paul Weverink, Anmore
Councillor Liisa Wilder, Belcarra

STAFF PRESENT:

Jay Sharpe, Fire Chief, Sasamat Volunteer Fire Department, Metro Vancouver
Bill Duvall, Director, Corporate Safety, Security and Emergency Management, Metro Vancouver
Diana Bennett, Program Assistant, Corporate Safety, Security and Emergency Management,
Metro Vancouver

1. ADOPTION OF THE AGENDA

1.1 March 3, 2022 Regular Meeting Agenda

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adopt the agenda for its regular meeting scheduled for March 3, 2022 as circulated.

CARRIED

2. ADOPTION OF THE MINUTES

2.1 September 9, 2021 Regular Meeting Minutes

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adopt the minutes for its regular meeting held September 9, 2021 as circulated.

CARRIED

3. RESOLUTION TO CLOSE MEETING

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees close its regular meeting scheduled for March 3, 2022 pursuant to the *Community Charter* provisions, Section 90 (1) (k) as follows:

“90 (1) A part of the meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(c) labour relations or other employee relations.

CARRIED

4. INVITED PRESENTATIONS

4.1 None

5. REPORTS FROM COMMITTEE OR STAFF

5.1 2021 Financial Actuals – Sasamat Fire Protection Service

On a budget with total expenditures of \$849,140, the function was under budget by \$632,421, or 74%. This was primarily due to a deferment of the Engine 3 replacement. Discussion ensued specifically on the timing of the delivery. Delay is as a result of supply chain difficulties. Delivery is estimated before the end of 2022.

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information a status update of the 2021 financials as presented in the report dated February 15, 2022 titled “2021 Financial Actuals – Sasamat Fire Protection Service”.

CARRIED

5.2 2022 SVFD Quarterly Work Plan

It was MOVED and SECONDED

That the SVFD Board of Trustees endorse the work plan as presented in the report dated February 15, 2022 titled “2022 SVFD Quarterly Work Plan”.

CARRIED

5.3 Fire Chief’s Report

Manpower – Currently 40 responders. There are currently 4 new recruits in training. We have 2 more applicants also.

Equipment - It was determined that Ladder 7 did not need frame repairs. An engineer inspected the truck and signed off on its current condition. The engineer has recommended that the frame be inspected yearly. This report has been filed with the CVSE so that a yearly frame inspection needs to be done by an engineer. Ladder 7 has been sent to Pro-Fire for its yearly non-destructive ladder test and its yearly pump test. There is an issue sourcing new tie-rods for this vehicle as they need to be manufactured. A timeline has not yet been determined as to when these tie-rods may be available. Until such time the truck will remain out of service.

Halls and Grounds - As part of the regional Fire Smart program taking place with

Belcarra, Anmore, Port Coquitlam and Coquitlam the Belcarra Fire Hall had a Fire Smart assessment done on it. The report has made some recommendations with regards to the fire hall and ways to improving the building for resistive properties
Training – Back to in person training. New recruits began their training on November 3, 2021.

Reports and Information:

Call Outs – 2021 was our highest number of call-outs ever. Fire Alarm calls were up due to new home builds. Medical calls were also significantly up. A number of COVID-19 calls were received.

Twin Island difficulties – We are continuing to have delays due to the need for boat service to get us to the Island. One incident resulted in a call time of one and a half hours.

A discussion ensued regarding average call times. Fire Chief Sharpe did not have the breakdown available but estimated it would work out to approximately 10 minutes.

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the report dated February 24, 2022, titled “SVFD Fire Chief’s Report”.

CARRIED

6. INFORMATION ITEMS

6.1 2021 Call-Out Statistics

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the report dated February 18, 2022 titled “2021 Call-Out Statistics”.

CARRIED

7. NEW BUSINESS

7.1 Bowen Island Fire Hall Visit

Mayor McEwen was recently on Bowen Island on Parks business and was invited to tour the newly built Fire Hall. He suggested that the SVFD Board of Trustees may be interested in touring it together.

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees request Metro Vancouver staff to plan a tour of the Bowen Island Fire Hall.

CARRIED

7.2 SVFD Administration

Fire Chief Sharpe was approached by Developers of a proposed development to be constructed in the Village of Anmore. It was noted that the Village of Anmore has not received the proposal at this time. The developers were looking for the Fire Chief's opinion on how the proposal would affect the Fire Department.

Fire Chief suggested the developers hire a consultant (Dave Mitchell) to prepare a report. Dave Mitchell has used by SVFD in the past to develop a Master Plan.

Fire Chief Sharpe was looking for direction from the Trustees on what should be provided to the developers and the consultant. The trustees agreed he should give them data that is required for the report.

Councillor Drake also suggested that only a letter in writing is an indication of agreement.

8. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adjourn/conclude its regular meeting of March 3, 2022.

CARRIED

(Time: 8:10 p.m.)

**SASAMAT VOLUNTEER FIRE DEPARTMENT (SVFD)
BOARD OF TRUSTEES MEETING**

Minutes of the Regular Meeting of the Sasamat Volunteer Fire Department (SVFD) Board of Trustees held at 7:00 p.m. on Thursday, June 2, 2022 via Zoom.

MEMBERS PRESENT:

Chair, Councillor Darrell Penner, Port Coquitlam
Councillor Bruce Drake, Belcarra
Mayor John McEwen, Anmore
Mayor Jamie Ross, Belcarra
Councillor Paul Weverink, Anmore
Councillor Liisa Wilder, Belcarra
Councillor Weverink, Paul, Anmore

STAFF PRESENT:

Jay Sharpe, Fire Chief, Sasamat Volunteer Fire Department, Metro Vancouver
Bill Duvall, Director, Corporate Safety, Security and Emergency Management, Metro Vancouver
Michele Kingdon, Assistant to the Deputy Commissioner, Operations, Metro Vancouver

Pre-Meeting Discussion:

The Trustees expressed their gratitude and appreciation for the Fire Department volunteers whose quick response was instrumental in providing a positive outcome – directly - for members of this Board and their families.

1. ADOPTION OF THE AGENDA

1.1 June 2, 2022 Regular Meeting Agenda

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adopt the agenda for its regular meeting scheduled for June 2, 2022 as circulated.

CARRIED

2. ADOPTION OF THE MINUTES

2.1 March 3, 2022 Regular Meeting Minutes

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adopt the minutes for its regular meeting held March 3, 2022 as circulated.

CARRIED

3. REPORTS FROM COMMITTEE OR STAFF

3.1 2022 Year to Date Financials as at April 30, 2022 – Sasamat Fire Protection Service

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information a status update of the 2022 financials as presented in the report dated May 26, 2022 titled “2022 Year to Date Financials as at April 30, 2022 – Sasamat Fire Protection Service”.

The year to date expenditures (Budget vs Actual Summary by Program Report - Attachment 1) was reviewed. A request was made to separate the line item “Asset Purchase and Maintenance” into two separate items; one for asset purchases and another for asset maintenance, for better clarity.

A revised Attachment #2 was provided On-Table for discussion.

The revised 2022-2026 Preliminary Projected Reserves, Attachment #2 was discussed with focus on the increase to the SFPS Capital Facility Reserve by 60% in 2022 and a further 30% in addition to this increased amount in 2023. There was further discussion regarding the Property Tax notices not having the (MVRD) fire department line items separately identified as previously requested.

Staff (Bill Duvall) will reach out to Metro Vancouver’s Finance department to investigate this issue further and report back to the Trustees.

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information a status update of the 2022 financials as presented in the report dated May 26, 2022 titled “2022 Year to Date Financials as at April 30, 2022 – Sasamat Fire Protection Service”.

CARRIED

3.2 2022 SVFD Quarterly Work Plan Update

That the SVFD Board of Trustees receive for information the update to the Quarterly Work Plan as presented in the report dated May 26, 2022 titled “2022 SVFD Quarterly Work Plan Update”.

The 2022 Work Plan priorities were reviewed and current status of line items in the second quarter, confirmed. Special mention was made regarding the delay in delivery of the new fire truck, now expected in 2023.

It was MOVED and SECONDED

That the SVFD Board of Trustees receive for information the update to the Quarterly Work Plan as presented in the report dated May 26, 2022 titled “2022 SVFD Quarterly Work Plan Update”.

CARRIED

3.3 Fire Chief's Report

Report dated June 2, 2022, from Jay Sharpe, Fire Chief, SVFD, presenting the SVFD Board of Trustees with the Fire Chief's updates for the period.

Manpower – Currently 45 responders. Two members have recently left the department. Mateo Cecchini was hired by the Surrey Fire Department as a fulltime fire fighter and Sophie Gable left due to the cost of housing and to return to school to further her desire to become a fire fighter.

Equipment – Ladder 7 has been returned to service and the donated Belcarra WIFF trailer is at the Belcarra Hall being outfitted. The new F150 has been named 'Sierra 8'. Engine 3 was out of service due to a possible frame issue similar to one found on Ladder 7. The frame will need to be inspected next year if the unit is still in service. Working on getting tender out early for the replacement truck for Tender 2. Two new airbags have been purchased to replace old one at end of life.

Halls and Grounds - Grass maintenance needs a bit of focus in some areas. Quotes requested for fencing at both halls to create a secured parking area.

Training – Three additional recruits added - one from Belcarra - hoping to start the week of June 13th. Jay will be attending the Fire Chief's Association of BC Conference from June 6-9. This is their first in person conference since 2019.

Old Business/Updates – The chassis for the new engine has an expected delivery date for some time in the fall.

Reports and Information – Call outs: 29 calls so far, trending the same as last year. 'Other' calls are related to wires down or gas leaks; 6 false alarms – we are hoping that these will decrease. As previously mentioned one of our volunteers has taken a full time position with Surrey and another, in an administrative role, has left to pursue school. Ages of the recruits range from late 20's to early 30's; there are currently a number of 25 year olds. Mateo was an exception, at age 23.

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the report dated June 2, 2022, titled "SVFD Fire Chief's Report".

CARRIED

4. OTHER BUSINESS

A discussion ensued regarding the potential for an end-of-July joint meeting between the two councils of Anmore and Belcarra, with details to be worked out, regarding the future of the Sasamat Volunteer Fire Department.

5. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adjourn/conclude its regular meeting of June 2, 2022.

CARRIED

(Time: 8:27 p.m.)

For Metro Vancouver meetings on Friday, June 24, 2022

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact:

media@metrovancover.org.

Metro Vancouver Regional District

E1.1 Alternative Transportation Study Part II: Access to Regional Parks Report

RECEIVED

This report presented updated research about how people travel to regional parks. The original 1966 regional park system plan, *A Regional Parks Plan for the Lower Mainland Region*, anticipated that most visitors would travel by private automobile. Today around 25 per cent of regional park visitors come via sustainable transportation options. In 2020, Metro Vancouver initiated an alternative transportation study to better understand how to promote the use of cycling and public transit.

Part I of the study, completed in 2020, rated the relative connectivity of regional parks by cycling and public transit infrastructure. Part II reviewed other jurisdictions' practices, compared the Part I ratings to regional park visitor reported travel modes, highlighted key insights, and identified 11 possible actions to promote more alternative transportation use by regional park visitors. The study will be of value to member jurisdictions and other regional partners. Implementation of 11 short- to medium-term actions will require partnerships with member jurisdictions and other agencies.

The Board received the report for information and directed staff to share the report with TransLink and member jurisdictions.

E2.1 Cannabis Retail Store Licence Application in the UEL (Burb Cannabis Corporation)

APPROVED

Metro Vancouver is the local government responsible for making recommendations to the BC Liquor and Cannabis Regulation Branch (BCLCRB) on cannabis retail store licence applications in Electoral Area A, including in the University Endowment Lands (UEL). Burb Cannabis Corporation applied for a licence to the branch for a non-medical cannabis retail store to be located at 5784 University Boulevard in the UEL, and at the same time submitted a rezoning application for the same purpose to the UEL, which is responsible for local planning decisions. The UEL rezoning was approved by the Minister of Municipal Affairs in April 2022, and Metro Vancouver's role as the local government means it must consider the views of residents, comment on the general impact the store would have on the community, and provide a recommendation with reasons as to whether or not the BCLCRB should issue the licence.

At its June 9, 2022 meeting, the Electoral Area Committee considered the application and heard from delegations both in support of and opposition to the proposal. The Committee subsequently recommended the application.

The Board recommended to the BCLCRB that the licence for a non-medical cannabis retail store submitted by Burb Cannabis Corporation and proposed to be located at 5784 University Boulevard in the University Endowment Lands be issued for the following reason: to align with the University Endowment Lands approved rezoning, and directed staff to forward the supporting documentation.

E2.2 UBCM Emergency Preparedness Grant Application for Electoral Area A (UBC)

APPROVED

The Union of BC Municipalities has grants available through the Community Emergency Preparedness Fund to support members in increasing emergency preparedness and emergency response capacity. Metro Vancouver has long planned that emergency response in the Point Grey portion of Electoral Area A would best be coordinated through an area emergency operations centre established at the University of British Columbia, due to the area being home to the majority of Electoral Area A residents and because of its proximity to local agency representatives.

Through partnership with UBC, increasing the pool of emergency support services volunteers available to take care of the needs of displaced people following an emergency in the Point Grey area is a key gap in emergency preparedness that training funding would address.

The Board endorsed the grant application totalling \$25,000 from the Union of BC Municipalities to enhance emergency preparedness capacity in Electoral Area A.

E2.3 Electoral Area A Community Works Fund – 2022 Projects (UNA/UBC)

APPROVED

The Community Works Fund is delivered to all local governments in BC through a direct annual allocation to support local eligible priorities, and is distributed within Electoral Area A based on community population, with University Neighbourhoods Association (UNA) and University of British Columbia allotted approximately \$635,000 through 2023.

In June and September 2021, the Electoral Area A Director and staff met with community representatives to discuss potential projects to recommend for funding, and in May 2022, the UNA Board, with support from UBC, considered and endorsed three projects totaling \$435,101.

The Board approved funding from the Electoral Area A Community Works Fund as described for the following projects:

- Electric vehicle charging stations up to \$195,824
- Recycling receptacle replacement up to \$139,277
- Acadia neighbourhood active transportation improvements up to \$100,000

E3.1 BC Lung Foundation – Contribution Agreement 2023-2025

APPROVED

The BC Lung Foundation is a key partner in Metro Vancouver's air quality and climate change programs, linking regional programs and policies to lung health, facilitating dialogue, and advancing outreach and awareness. Staff proposed entering into a formal funding relationship with BC Lung, through a three-year contribution agreement in the amount of \$35,000 per year.

The funding will support key deliverables as specified in the agreement, such as an annual air quality and health workshop, an annual state of the air report, and the operation of an interagency committee comprised of representatives from environment and health departments from multiple orders of government as well as academia. The agreement also requires the submission of an annual report from BC Lung summarizing activities and deliverables.

The Board approved a three-year contribution agreement for Metro Vancouver to provide funding to the BC Lung Foundation in the amount of \$35,000 per year for the term January 1, 2023 to December 31, 2025.

E3.2 Best Management Practices for Invasive Species: Garlic Mustard, Poison Hemlock and Spurge Laurel

RECEIVED

Adding to the existing library of technical guidance for priority invasive species, Metro Vancouver has been working with the Invasive Species Council of Metro Vancouver, the City of Surrey, other member jurisdictions and local experts to produce sets of best management practice guides; the latest set is for garlic mustard, poison hemlock, and spurge laurel. These documents provide information for practitioners about how to identify, track, report, dispose, prevent further spread, and effectively control these species, as well as regulatory requirements, monitoring and restoration tips, references and additional resources. Each guide also describes how these invasive species may adapt as our climate changes. An accompanying one-page fact sheet for each invasive species has been created to raise public awareness.

The Board received the report for information and directed staff to forward these best management practices and accompanying fact sheets to member jurisdictions for information.

E4.1 Appointment of Elected Officials for the 2022 General Local Election

APPROVED

For the purposes of conducting the 2022 general local election for position of Electoral Area A Director on the MVRD Board, the Board appointed a Chief Election Officer and a Deputy Chief Election Officer at its January 2022 meeting. A recent staff vacancy has resulted in the need to reconsider those appointments.

The Board rescinded the appointments of Katie Karn as Chief Election Officer and of Janis Knaupp as Deputy Chief Election Officer, and appointed Janis Knaupp as Chief Election Officer and Dorothy Shermer as Deputy Chief Election Officer.

E4.2 UBCM 2022 Community Excellence Awards Nominations

APPROVED

The UBCM Community Excellence Awards recognize UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government.

The Board supported submitting entries for the UBCM 2022 Community Excellence Awards, including:

- Excellence in Sustainability: Clean Air Plan
- Excellence in Service Delivery: Enhancement of the Regional Recycling Depot System in Metro Vancouver
- Excellence in Asset Management: Tracking 110,000+ Assets: Metro Vancouver's State of the Assets Reports

G1.1 MVRD Dedication of Land as Regional Park Bylaw No. 1349, 2022

APPROVED

Metro Vancouver undertakes an annual process to dedicate regional park land acquired in the previous year. Work is also underway to review regional park land that is not currently dedicated for inclusion in future bylaws. Included in the proposed bylaw, *Metro Vancouver Regional District Dedication of Land as Regional Park Bylaw, No. 1349, 2022*, is the regional park land acquired in 2021 and previously undedicated lands in Derby Reach Regional Park.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1349, 2022*, then passed and finally adopted it.

G1.2 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1345, 2022 – Amends Bylaw 1061, 2007

APPROVED

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1061, 2007*.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1061, 2007*, then passed and finally adopted it.

G1.3 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1346, 2022 – Amends Bylaw 1076, 2008

APPROVED

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1076, 2008*.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1076, 2008*, then passed and finally adopted said bylaw.

G1.4 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1347, 2022 – Amends Bylaw 1111, 2009

APPROVED

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1111, 2009*.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1111, 2009*, then passed and finally adopted said bylaw.

G1.5 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1348, 2022 – Amends Bylaw 1300, 2020

APPROVED

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1300, 2020*.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1300, 2020*, then passed and finally adopted the aforementioned bylaw.

E1.6 MVRD Dedication of Land as Regional Park Amendment Bylaw No. 1344, 2022 – Amends Bylaw 1319, 2021

APPROVED

During a detailed review of previously dedicated parkland, it was discovered that there are a number of administrative amendments required in the *Greater Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1319, 2021*. The amendments can be found in the attached bylaw.

The Board gave first, second and third readings to the *Dedication of Land as Regional Park Bylaw No. 1319, 2021*, then passed and finally adopted the aforementioned bylaw.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Regional Parks Committee – June 8, 2022

Information Items:

5.9 t̓əmtə́míx̣w̓tən/Belcarra Regional Park – Joint City of Port Moody and MVRD Bedwell Bay Rd Traffic Study results

In 2021, Metro Vancouver partnered with the City of Port Moody to commission a traffic study for the section of Bedwell Bay Road adjacent and leading up to t̓əmtə́míx̣w̓tən/Belcarra Regional Park.

Ongoing traffic congestion and safety concerns during peak park visitation days, and the desire for an active transportation connection to the park have established a need for safety improvements along this stretch of road.

The traffic study provides recommendations for development of a multi-use path, reconfiguration of the White Pine Beach Access Road and Tum-tumay Whueton Drive intersections, and establishment of dedicated parking at the float walk access area, to enhance existing roadside parking restrictions and digital traffic signboard and social media communication strategies. The traffic study findings have been endorsed by the City of Port Moody Transportation Committee, and will be presented to Port Moody Council for endorsement.

Electoral Area Committee – June 9, 2022

Delegations:

3.1 Steve Dowsley, Co-Founder and President, Burb Cannabis Corporation

Subject: Burb Cannabis Corporation Store in UEL

3.2 Minister David Eby, MLA, Vancouver Point Grey

Subject: Burb Cannabis Corporation Store in UEL

3.3 Guangrui (Maggie) Xia, Associate Professor, UBC

Subject: Burb Cannabis Corporation Store in UEL

3.4 Ming Sally Geng

Subject: Burb Cannabis Corporation Store in UEL

3.5 Randy Lines, RBL Innovations

Subject: Burb Cannabis Corporation Store in UEL

3.6 Rishavraj Das, AMD Student Society of UBC

Subject: Burb Cannabis Corporation Store in UEL

3.7 Connie Chen

Subject: Burb Cannabis Corporation Store in UEL

3.8 Claire Huxtable

Subject: Burb Cannabis Corporation Store in UEL

3.9 Bert Hicks

Subject: Burb Cannabis Corporation Store in UEL

Climate Action Committee – June 10, 2022

Delegations:

3.1 Tasha Murray, Executive Director, Invasive Species Council of Metro Vancouver, and Kevin Li, Chair, Regional Invasive Species Working Group

Subject: Regional Invasive Species Management Support

Information Items:

5.1 2022 Update on Regional District Sustainability Innovation Fund Projects

This report provides an update on 21 projects that were approved for funding in 2018 through to 2021 under the Sustainability Innovation Fund. The projects cover a wide variety of sustainability topics from climate action, air quality monitoring, buildings emissions reduction, to environmental protection and natural asset management. Of the 21 projects, four are now complete, one has been discontinued, and the rest are in progress.

Regional Culture Committee – June 15, 2022

Information Items:

5.1 MAXguide.org Update

Maxguide.org was introduced 11 years ago as a free online tool for the arts and culture community to promote events taking place across the region. The website has seen incremental increases in membership and use over the years however, during the COVID-19 pandemic there was a noticeable decline in website traffic and use. In the last year, as public gathering and events have resumed, website traffic has returned to pre-pandemic volume. An assessment of the continued value of MAXguide.org will be undertaken in the fall of 2022. A report on the assessment will be provided to Committee in 2023.

5.2 Metro Vancouver 2022 Regional Culture Grants: Adjudication Process

Metro Vancouver's annual regional cultural project grants, funded from the Cultural Grants Reserve, support region-serving arts and culture projects. The allocation of the 2022 grants will continue to factor in considerations related to COVID-19 impacts and adapted project delivery resilient to evolving public health measures.

As was done with the 2021 grants, this year's grants consider an increase of \$150,000, as part of Metro Vancouver's restart and recovery support from the Province of BC's "COVID-19 Safe Restart Grant for Local Governments." This means the disbursement for 2022 Regional Culture Project Grants could total \$300,000.

Staff will undertake an initial review of all received applications and present shortlisted applications for adjudication by the Committee at its July 21, 2022 meeting. Adjudication will include a recommendation on the grant award for each successful proponent to a cap of \$10,000 per project. The Committee's recommended allocations will be presented to the July 29, 2022 MVRD Board meeting for final approval.

I2 Flood Update

RECIEVED

The Commissioner provided an on-table verbal update about potential flooding resulting from the spring freshet, with potential impacts on Barnston Island in Electoral Area A.

Greater Vancouver Water District

No open agenda items.

Greater Vancouver Sewage and Drainage District

E1.1 Out-of-Region Trucked Liquid Waste Discharge Request (Super Save)

APPROVED

Within GVS&DD Trucked Liquid Waste Bylaw No. 345, 2021, effective June 1, 2022 GVS&DD wastewater treatment plants will no longer accept trucked liquid waste generated outside the Metro Vancouver region, unless an out-of-region discharge number is authorized by the Board to assist neighbouring jurisdictions in exceptional circumstances. These discharges would still be subject to all *Trucked Liquid Waste Bylaw* provisions. In May 16, 2022, Super Save Toilet Rentals Inc. applied for discharge of out-of-region waste from Trans Mountain Pipeline construction portable toilets. Staff recommend the Board authorize the issuance of an out-of-region discharge number to Super Save Toilet Rentals Inc. for a four-month duration, to allow Super Save time to secure alternate disposal means. Acceptance for the full requested duration is not recommended because this waste is normally readily accepted at other facilities. This application is due to temporary operational challenges at the District of Hope's wastewater treatment plant, the past receiver of this waste.

The Board authorized staff to issue an out-of-region discharge number based on the application from Super Save Toilet Rentals Inc. to discharge out-of-region trucked liquid waste from June 1, 2022 to September 30, 2022 pursuant to the relevant bylaw as presented.

E1.1 Appointment of Deputy Sewage Control Manager and Enforcement Officer

APPROVED

Recent changes in staff have resulted in a need to update staff appointments as Board-designated sewage control managers and officers under the GVS&DD Sewer Use Bylaw, the Environmental Management Act and the Offence Act.

The Board, pursuant to the GVS&DD Sewer Use Bylaw and the Environmental Management Act:

- rescinded the appointment of former Metro Vancouver employee Grant McGillivray as a deputy sewage control manager and as an officer
- appointed Metro Vancouver employee Maari Hirvi Mayne as a deputy sewage control manager
- appointed City of Vancouver employee Charla Brake as an officer

Additionally, pursuant to Section 28 of the Offence Act for the purpose of serving summons for alleged violations under the Sewer Use Bylaw, the Board rescinded the appointment of former Metro Vancouver employee Grant McGillivray and appointed City of Vancouver employee Charla Brake.

G1.1 Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amending Bylaw No. 356, 2022 – Fraser Sewerage Area – City of Maple Ridge

APPROVED

Metro Vancouver provides sewerage services to its member jurisdictions and properties requesting regional sewerage services must be located in one of the GVS&DD's designated sewerage areas. Metro Vancouver received a council resolution from the City of Maple Ridge requesting the Fraser Sewerage Area be amended to include the property located at 13179 224 Street to facilitate a new sewer connection to the property. The property is currently serviced by an on-site treatment system which the City of Maple Ridge indicates cannot be upgraded due to space limitations.

At its May 27, 2022 meeting, the Metro Vancouver Regional District Board resolved that the extension of GVS&DD sewerage services to an existing restaurant and three additional existing businesses at 13179 224 Street in Maple Ridge is consistent with the provisions of *Metro 2040*. A Liquid Waste Services technical review indicated no material financial impact on the Fraser Sewerage Area and negligible additional impact to the regional sewerage system.

The Board gave first, second and third readings to the *GVS&DD Sewerage and Drainage Areas Boundaries Amending Bylaw No. 356, 2022*, then passed and finally adopted the aforementioned bylaw.

G2.1 GVS&DD Development Cost Charge Rate Amending Bylaw No. 353, 2022

APPROVED

As part of a plan to update the liquid waste development cost charge (DCC) program more frequently, a program review was initiated in 2020, with approval from the GVS&DD Board in July 2021 to proceed with engagement on the proposed update to the liquid waste development cost charge program.

Significant engagement with industry, member jurisdictions, First Nations, and the public was undertaken in the fall of 2021 during which feedback and comments were received and addressed. Of note is the inclusion of interest associated with financing growth capital in the calculation of DCC rates based on specific feedback from member jurisdictions. In May 2022, Metro Vancouver received approval from the Inspector of Municipalities for the proposed DCC rates.

The Board passed and finally adopted the DCC amending bylaw.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Liquid Waste Committee – June 8, 2022

Information Items:

5.2 2021 GVS&DD Environmental Management and Quality Control Annual Report

Annual reporting of GVS&DD Environmental Management & Quality Control is a regulatory requirement under the *Integrated Liquid Waste and Resource Management Plan*. This report summarizes the performance, process control, and regional environmental quality information gathered through various monitoring programs and other environmental management initiatives. In 2021, Metro Vancouver wastewater treatment plants met performance expectations with respect to reduction of contaminant loadings to the receiving environment. Regional liquid waste discharges were effectively managed in a manner that is protective of human health and aquatic life.

Zero Waste Committee – June 16, 2022

Information Items:

5.1 Waste-to-Energy Facility 2021 Financial Update

This report provides the annual financial update for the Metro Vancouver Waste-to-Energy Facility. The facility continues to be an environmentally sound, low-cost regional disposal option. In 2021, the Waste-to-Energy Facility processed 241,531 tonnes of municipal solid waste, at a net unit cost of \$66.60 per tonne for operation and maintenance. The Waste-to-Energy Facility net unit cost decreased as compared to 2020, primarily due to increased electrical and metals revenues, and reduced bottom ash disposal costs.

5.2 Summer 2022 Zero Waste Programs and Events

Metro Vancouver continues working towards its zero waste and circular economy goals and is committed to increasing waste diversion. As part of its efforts to encourage and promote reuse, recycling, and responsible disposal of materials, Metro Vancouver is supporting and hosting a variety of zero waste programs and events throughout the summer of 2022. Programs that will be implemented over the summer of 2022 include reuse days at Metro Vancouver recycling and waste centres, community repair events in collaboration with member jurisdictions, food recovery network online events, and the Electoral Area A barge cleanup event. These new and evolving programs focus on moving up the waste hierarchy towards a local circular, low-carbon economy through collaboration and strategic partnerships.

5.3 2022 Regional Clothing Waste Reduction Campaign Results

Now in its fourth year, Metro Vancouver's Think Thrice About Your Clothes behaviour change campaign performed strongly in terms of engagement and the number of Metro Vancouver residents reached. The campaign's goal is to increase diversion of textiles from the waste stream by raising awareness of the textile waste problem and empowering residents to take action. While clothing donation and recycling options were encouraged, the campaign has put additional emphasis on reduction and reuse options. The campaign creative received significant updates for 2022, introducing a new platform that celebrates the lives of "caring owners," focusing on clothing items clothing and the stories they collect. The promotional strategy included broad reach and targeted digital tactics and delivered over 33 million impressions.

Post campaign research indicates that 55 per cent of residents who saw or heard Metro Vancouver advertising say they are more likely to donate their unwanted clothing, 48 per cent are more likely to buy clothing that lasts longer, 38 per cent are more likely to repair clothing, and 35 per cent are more likely to buy less clothing.

5.4 Update on Metro Vancouver's Participation in the Love Food Hate Waste Canada Campaign

As part of its commitment to waste prevention, Metro Vancouver successfully launched a regional Love Food Hate Waste (LFHW) campaign in 2015. LFHW inspires and empowers people to prevent household food waste. Building on the success of the regional campaign, the National Zero Waste Council, an initiative of Metro Vancouver, launched a national campaign engaging audiences across Canada through a partnership arrangement. Metro Vancouver is one of eight partners in this cross-Canada, bilingual campaign to prevent food waste. As a partner, Metro Vancouver receives creative for regional activations and benefits from national media buys, access to influencers, and press outreach. The campaign performed strongly regionally with close to four million total impressions, a reach of close to three million people, and close to 30,000 social media engagements. The national campaign delivered over 29.8 million impressions.

July 25, 2022

Mayor John McEwen and Council
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9

RECEIVED

AUG 03 2022

VILLAGE OF
ANMORE

Dear Mayor John McEwen and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: FIRST COMMUNITY WORKS FUND
PAYMENT FOR 2022/2023**

I am pleased to advise that UBCM is in the process of distributing the first Community Works Fund (CWF) payment for fiscal 2022/2023. An electronic transfer of \$32,396.73 is expected to occur early August. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund (Gas Tax Fund) can be found on our [website](https://www.ubcm.ca).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at ccbf@ubcm.ca or by phone at 250-356-5134.

Sincerely,



Councillor Laurey-Anne Roodenburg
UBCM President

PC: Lena Martin, Manager of Financial Services

For Metro Vancouver meetings on Friday, July 29, 2022

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact: media@metrovancover.org.

Metro Vancouver Regional District

E1.1 Indigenous Relations Committee Accomplishments, 2019-2022

RECEIVED

In the current electoral cycle, the Indigenous Relations Committee has addressed almost all of its work plan and has accomplished more than it set out to undertake. This report provides a list of almost 40 accomplishments identified according to various categories. Also presented in this report is the number of requests that Indigenous Relations staff have completed between 2019 and 2022: a 136.8-per-cent increase in the past four years.

The Board received the report for information.

E2.1 Village of Lions Bay Regional Context Statement

APPROVED

Lions Bay submitted its regional context statement (RCS) requesting to be redesignated from General Urban in Metro 2040 to Rural. Staff recommended non-acceptance due to several deficiencies and the timing of the request in relation to an upcoming OCP update. The Regional Planning Committee, after hearing from Lions Bay staff, recommended to the Board acceptance with conditions including: removing the Urban Containment Boundary from the RCS map and appending the Lions Bay Housing Needs Report to the RCS at third reading of the OCP amending bylaw. In addition, Lions Bay is to seek to improve consistency with the Rural regional land use designation including specifying how rural lands will be protected, and setting appropriate development standards for scale, density and form consistent with the intent of the rural land use designation with any future update to the OCP. On July 22, Lions Bay met the first two conditions and resubmitted an updated RCS.

The Board accepted the Lions Bay Regional Context Statement.

E2.2 Metro 2050: Summary of Affected Local Government Acceptances

RECEIVED

This report presents a summary of the local government acceptances received to date on *Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022*, and summarizes next steps.

The Board received the report as information.

E2.3 Metro 2050 Q1 and Q2 2022 Engagement Update

RECEIVED

Engagement on Metro 2050 in Q1 and Q2 of 2022 was focused on the adoption of the updated regional growth strategy. In January 2022, the MVRD Board received the over 900 individual comments made during

the five-month comment period in 2021. They directed staff to delay the bylaw approvals process by one month to continue to work with members on any outstanding issues. Staff and Board members met with seven municipalities which resulted in further changes to *Metro 2050*. In March 2022, the Board gave first and second readings to the *Metro 2050* bylaw. Advertising for the April 20, 2022 public hearing included paid ads in the Vancouver Sun and other local newspapers as well as social media promotion and email promotion to engaged stakeholders. Social media posts about the public hearing reached close to 17,500 views, generated over 400 engagements, and close to 600 visits to the *Metro 2050* engagement webpage between March 25 and April 19 (the dates during which the public hearing was being actively promoted). On April 29, 2022 the Board referred *Metro 2050* out for acceptance by affected local governments.

The Board received the report for information.

E3.1 Tilbury Marine Jetty and Tilbury Phase 2 LNG Expansion Projects

REFERRED

Tilbury Jetty Limited Partnership (jointly owned by Fortis LNG and Seaspan) is proposing a marine jetty project that would provide berthing and loading facilities for liquefied natural gas carriers and bunker vessels. At the same time, FortisBC is proposing an expansion to their adjacent existing natural gas liquefaction facility. The environmental assessment process for the Tilbury Phase 2 LNG Expansion Project is in the early stages, while the Tilbury Marine Jetty Project assessment is nearing completion. For the jetty project, staff have submitted comments that upstream and downstream greenhouse gas emissions should be included in the assessment, however, as these emissions occur outside Metro Vancouver, they are not within Metro Vancouver's mandate to manage air contaminant emissions, including GHGs.

Members of the Climate Action Committee expressed concerns regarding the Tilbury Marine Jetty and Tilbury Phase 2 LNG Expansion Projects and the need for concrete action.

The Board referred the matter back to staff.

E3.2 Metro Vancouver Membership in the BC Building to Electrification (B2E) Coalition

APPROVED

Buildings emit one-quarter of regional greenhouse gas emissions, primarily through burning natural gas for space and water heating. A key action in the *Clean Air Plan* and *Climate 2050 Buildings Roadmap* calls for a "Building Decarbonization Coalition" to accelerate demand for zero emission buildings through incentives, education, and research. The newly established BC Building to Electrification Coalition (B2E) implements this action by bringing together a diverse group of organizations and other stakeholders who are working towards a shared goal of decarbonizing buildings across the province. By joining B2E, Metro Vancouver will amplify the work of B2E within the region, and facilitate collaboration opportunities with other members. There is no cost for Metro Vancouver to become a member of the B2E Coalition.

The Board authorized Metro Vancouver to become a member of the BC Building to Electrification Coalition.

E4.1 Regional Parks Plan 2022 – Final Plan and Engagement Summary

APPROVED

The updated *Regional Parks Plan* provides strategic direction to guide the work of Regional Parks and progress towards the vision of a regional parks system that is “protected and resilient, connecting people to nature, with benefits for all.” The plan identifies how key challenges will be met and opportunities leveraged, and provides an action plan to address priorities over the next decade. Feedback received from the public and stakeholders through the engagement process indicated broad support for the draft plan. A concurrent engagement process with First Nations resulted in revisions to the draft plan including stronger plan framing recognizing the rights and interests of Indigenous Peoples. Also, several existing actions were edited, and new actions added to embed reconciliation throughout the work of Regional Parks, support Indigenous stewardship and cultural recognition, and to reflect concerns about the impacts of visitor use on ecosystems within regional parks.

The Board approved the *Regional Parks Plan 2022*, as presented.

E5.1 Greater Vancouver Regional Fund – 2021 Annual Report and Application for Scope Change to Previously Approved Projects

APPROVED

In accordance with the *Greater Vancouver Regional Fund Policy*, TransLink submitted its 2021 Annual Report and an accompanying request for a scope change to three projects originally approved in 2019.

TransLink’s proposed scope change would right-size transit service to match lower than projected demand and would result in \$70.4 million in previously awarded funding being returned to the Greater Vancouver Regional Fund. No new funding is being requested at this time. While this change would likely result in the slower roll-out of new transit fleet vehicles, it also presents an opportunity for TransLink to reconsider the fuel-type of the deferred vehicles to procure more battery-electric instead of hybrid buses and diesel shuttles. TransLink has made a commitment that, going forward, it will not seek Greater Vancouver Regional Fund funding for vehicle types other than electric or renewable natural gas.

The Board approved the proposed scope change to TransLink’s 2020 Greater Vancouver Regional Fund application and requested that TransLink investigate if the previously approved bus purchases can be specified as hybrid renewable natural gas.

E6.1 Water Tech: The Metro Vancouver Region’s Untapped Clean Tech Opportunity

RECEIVED

A collection of Metro Vancouver-based water tech firms, operating under the broader clean tech cluster and green economy, are working to address water risk in many forms, both locally and globally. The demand for innovative water tech solutions is being driven by multiple trends, including responses to climate change, environmental and human health regulations, and “circular economy” objectives.

The report, *Water Tech: The Metro Vancouver Region’s Untapped Clean Tech Opportunity*, spotlights the Metro Vancouver water tech sector and its opportunities and challenges, and makes recommendations intended to capitalize on this untapped clean tech sector.

The Board received the report for information.

E6.2 International Target Market Intelligence

RECEIVED

Invest Vancouver continues to build and grow the strategic investment function in 2022 with the addition of a new investor services staff member and execution of objectives within the Invest Vancouver 2022 *Annual Plan*, and continues to support attraction and retention of catalytic investment in the Metro Vancouver region within the key industries.

As Invest Vancouver matures and increases capacity across its three integrated functional areas, a key consideration is activating a priority market approach to investment promotion, attraction, and lead generation. In addition to Invest Vancouver's position as the region's "global front door" for direct or referral investment inquiries, a current and medium-term objective is to undertake proactive, targeted initiatives on behalf of the region in key international markets and, particularly, in relation to industries which resonate with investors in those geographies. This report provides information and findings relating to foreign direct investment in Canada and observations made by Invest Vancouver.

The Board received the report for information.

E6.3 Invest Vancouver June 2022 Event Outcomes

RECEIVED

In June of 2022, Invest Vancouver hosted two industry-focused events, Agritech Today, Building for Tomorrow on June 17, and Motivate VANCOUVER on June 29. Both events align with the Invest Vancouver 2022 *Annual Plan* goals and objectives. Agritech Today, Building for Tomorrow was hosted in collaboration with local agritech firm Semios to an audience of 50 representatives. Invest Vancouver partnered with CoMotion and Silicon Valley Bank to host Motivate VANCOUVER. This one-day, in-person event featured pitches, panels, and networking gatherings enabling a curated group of regional and Canadian start-ups to present to a global audience of venture capitalists, business development leaders, and investors. Over 240 individuals registered for the event, including attendees from over 20 venture capital firms, representing approximately \$6 billion under asset management. The program included 35 speakers as well as 12 start-ups who pitched their concepts to the audience.

The Board received the report for information.

E6.4 Technology Education and Career Hub Update

RECEIVED

"Investing in people" is the first of four economic development strategies in Invest Vancouver's technical paper outlining the strategic priorities for the region. In alignment with that strategy, Invest Vancouver signed an agreement-in-principle in September 2021 to create a workforce development initiative that will prepare Metro Vancouver residents for well-paying jobs in the region's growing tech sector. Key accomplishments of this initiative, referred to as the Technology Education and Career Hub, include hosting industry workshops, facilitating a successful connection to a workforce development non-profit organization, applying for grant funding, and convening educational leaders. Actions planned for the remainder of the year include articulating a project plan for the next 12 months, supporting a "train the educator" event in alignment with secondary school professional development days, applying for additional sources of funding, and broadening and securing additional project partners.

The Board received the report for information.

E7.1 Metro 2050 – Outcome of Acceptance Period and Next Steps

APPROVED

Of the 24 affected local governments that considered acceptance of *Metro 2050*, 22 accepted the update to the regional growth strategy. The City of Surrey and the Township of Langley refused to accept Metro 2050 and identified the clauses to which they object. The Board must notify the Minister of Municipal Affairs of any non-acceptances, and the Minister must then initiate a dispute resolution process. The Metro Vancouver Board can request either a non-binding or binding resolution process. In addition, Metro Vancouver and the two objecting municipalities have been, and will continue to, work to resolve objections in advance of that process. The Board can also request a facilitator to support the remainder of the adoption process.

The Board endorsed this approach.

G1.1 MVRD Open Burning Emission Regulation Bylaw No. 1355, 2022

APPROVED

Staff conducted two phases of engagement on a potential regulation to manage harmful emissions from open burning of vegetative debris in a simpler, more efficient, and less costly manner than the current Metro Vancouver approvals process.

The proposed emission regulation is as stringent or more stringent than the *BC Open Burning Smoke Control Regulation*, and would protect human health and the environment from the impacts of smoke in the Metro Vancouver region. The proposed option of a new emission regulation would result in a more streamlined mechanism for the authorization of controlled emissions from open burning of vegetative debris, such as leaves and branches, compared to the current time-limited approvals process for open burning.

The Board gave first, second, and third readings to *Metro Vancouver Regional District Open Burning Emission Regulation Bylaw No. 1355, 2022*, then passed and adopted it.

G2.1 MFA Fall 2022 Borrowing for Bowen Island Municipality – MVRD Security Issuing Bylaw No. 1351, 2022

APPROVED

As set out in the *Community Charter*, Metro Vancouver must adopt a security issuing bylaw in order to enable the Bowen Island Municipality to proceed with their long-term borrowing request of \$7,040,000. This borrowing is to finance the construction of a fire hall, an emergency operations centre and a community centre. Bowen Island's total estimated annual debt servicing costs for existing and new proposed debt combined is approximately \$862,809, which is roughly 34.3 per cent of their liability servicing limit of \$2,517,728. Bowen Island Municipality has met the regulatory requirements and has the legislative authority to undertake the planned borrowing. The proposed *Metro Vancouver District Security Issuing Bylaw No. 1351, 2022* will authorize Bowen Island Municipality's borrowing request.

The Board gave consent to the request for financing from Bowen Island Municipality in the amount of \$7,040,000 pursuant to Sections 182(1)(b) and 182(2)(a) of the *Community Charter* and gave first, second

and third reading to *Metro Vancouver Regional District Security Issuing Bylaw No. 1351, 2022*, then passed and finally adopted the bylaw.

G2.2 MFA Fall 2022 Borrowing for City of New Westminster – MVRD Security Issuing Bylaw No. 1352, 2022

APPROVED

As set out in the *Community Charter*, Metro Vancouver must adopt a security issuing bylaw in order to enable the City of New Westminster to proceed with their long-term borrowing request of \$122,430,000. This borrowing is to finance the construction of and improvements to civic infrastructure, the construction of an electrical substation, and construction of a new aquatics and community centre. The City of New Westminster's total estimated annual debt servicing costs for existing and new proposed debt combined is approximately \$15,388,000, which is roughly 29.1 per cent of their liability servicing limit of \$52,873,000. The City of New Westminster has met the regulatory requirements and has the legislative authority to undertake the planned borrowing. The proposed *Metro Vancouver District Security Issuing Bylaw No. 1352, 2022* will authorize the City of New Westminster's borrowing request.

The Board gave consent to the request for financing from the City of New Westminster in the amount of \$122,430,000 pursuant to Sections 182(1)(b) and 182(2)(a) of the *Community Charter* and gave first, second and third reading to *Metro Vancouver Regional District Security Issuing Bylaw No. 1352, 2022*, then passed and finally adopted the bylaw.

G2.3 MFA Fall 2022 Borrowing for City of Pitt Meadows – MVRD Security Issuing Bylaw No. 1353, 2022

APPROVED

As set out in the *Community Charter*, Metro Vancouver must adopt a security issuing bylaw in order to enable the City of Pitt Meadows to proceed with their long-term borrowing request of \$20,000,000. This borrowing is to finance the construction of a police building. The city's total estimated annual debt servicing costs for existing and new proposed debt combined is approximately \$1,721,500, which is roughly 16.1 per cent of their liability servicing limit of \$10,724,426. Pitt Meadows has met the regulatory requirements and has the legislative authority to undertake the planned borrowing. The proposed *Metro Vancouver District Security Issuing Bylaw No. 1353, 2022* will authorize the City of Pitt Meadows' borrowing request.

The Board gave consent to the request for financing from the City of Pitt Meadows in the amount of \$20,000,000 pursuant to Sections 182(1)(b) and 182(2)(a) of the *Community Charter* and gave first, second and third reading to *Metro Vancouver Regional District Security Issuing Bylaw No. 1353, 2022*, then passed and finally adopted the bylaw.

G2.4 MFA Fall 2022 Borrowing for City of Richmond – MVRD Security Issuing Bylaw No. 1354, 2022

APPROVED

As set out in the *Community Charter*, Metro Vancouver must adopt a security issuing bylaw in order to enable the City of Richmond to proceed with their long-term borrowing request of \$96,000,000. This borrowing is to fund the construction of a new Steveston Community Centre and branch library. The city's total estimated annual debt servicing costs for existing and new proposed debt combined is approximately \$14,330,000, which is roughly 12 per cent of their overall liability servicing limit of \$119,783,791. Richmond has met the regulatory requirements and has the legislative authority to undertake the planned borrowing.

The proposed *Metro Vancouver District Security Issuing Bylaw No. 1354, 2022* will authorize the City of Richmond's borrowing request.

The Board gave consent to the request for financing from the City of Richmond in the amount of \$96,000,000 pursuant to Sections 182(1)(b) and 182(2)(a) of the *Community Charter* and gave first, second and third reading to *Metro Vancouver Regional District Security Issuing Bylaw No. 1354, 2022*, then passed and finally adopted the bylaw.

G3.1 MVRD Temporary Borrowing Bylaw No. 1357, 2022

APPROVED

Metro Vancouver has an opportunity to improve cash management by using temporary borrowing, which will reduce the amount of cash on hand and maximize cash invested in the long-term investment portfolio. Temporary borrowing will allow for enhanced investment decisions and optimize investment returns by approximately \$1.8 million per year, across the organization as whole.

Metro Vancouver's current infrastructure financing strategy revolves around Municipal Finance Authority's bi-annual long-term borrowing process and does not include temporary borrowing. Through the *Municipal Enabling and Validating Act*, MVRD can access temporary borrowing from MFA on behalf of the GVWD. Approval of the *Greater Vancouver Water District Temporary Borrowing Bylaw No. 1357, 2022* provides the authority for temporary borrowing not exceeding \$268 million, the remaining amount of the *Greater Vancouver Water District Borrowing Bylaw No. 248, 2015*, and the maximum borrowing authorized. This will provide Metro Vancouver with borrowing methods equivalent to what is used in municipalities.

The Board authorized Metro Vancouver Regional District to temporarily borrow on behalf of GVWD up to \$268 million dollars, the remaining amount of the *Greater Vancouver Water District Borrowing Bylaw No. 248, 2015*, and the maximum borrowing authorized, and gave first, second and third readings to *Greater Vancouver Water District Temporary Borrowing Bylaw Number 1357, 2022*.

G3.2 MVRD Temporary Borrowing Bylaw No. 1356, 2022

APPROVED

Metro Vancouver has an opportunity to improve cash management by using temporary borrowing, which will reduce the amount of cash on hand and maximize cash invested in the long-term investment portfolio. Temporary borrowing will allow for enhanced investment decisions and optimize investment returns by approximately \$1.8 million per year, across the organization as whole.

Metro Vancouver's current infrastructure financing strategy revolves around Municipal Finance Authority's bi-annual long-term borrowing process and does not include temporary borrowing. Through the *Municipal Enabling and Validating Act*, MVRD can access temporary borrowing from MFA on behalf of the GVS&DD. Approval of the *Greater Vancouver Sewerage & Drainage District Temporary Borrowing Bylaw No. 1356, 2022* provides the authority for temporary borrowing in the amount not exceeding \$1.42 billion, the remaining amount of the *Greater Vancouver Sewerage & Drainage District Borrowing Bylaw No. 321, 2018*, and the maximum borrowing authorized. This will provide Metro Vancouver with borrowing methods equivalent to what is used in municipalities.

The Board authorized Metro Vancouver Regional District to temporarily borrow on behalf of GVWD up to \$1.42 billion dollars, the remaining amount of the *Greater Vancouver Sewerage & Drainage District*

Borrowing Bylaw No. 321, 2018, and the maximum borrowing authorized, and gave first, second and third readings to Greater Vancouver Sewerage & Drainage District Temporary Borrowing Bylaw No. 1356, 2022.

H1 NOTICE OF MOTION

APPROVED

Director McCutcheon provided the following Notice of Motion on July 14, 2022, for consideration:

Whereas,

Local governance within the University Endowment Lands (UEL) is such that local government decisions are made by the Provincial Minister for Municipal Affairs, or in the case of liquor and cannabis licensing and emergency management planning, by the Metro Vancouver Regional District (MVRD) Board;

Whereas,

With the exception of one Metro Vancouver Board member (i.e., the Electoral Area A Director), none of the aforementioned decision makers are democratically elected by, and therefore accountable to, the residents of the UEL;

Whereas,

The residents of the UEL have been asking for governance reform since 2013, and only in 2019 did the Minister begin to look at UEL services, and structure preliminary possibilities for governance;

Be it resolved,

That the MVRD Board:

a) authorize the Chair to write a letter to BC's Minister of Municipal Affairs (currently Minister Cullen) requesting that the Province:

- i. expedite work towards both long-term governance reform, and
- ii. explore shorter term improvements such as the ability to enforce bylaws; and

b) direct staff to bring a report forward to the Electoral Area Committee outlining the complexities and uniqueness of the governance structure within the UEL.

The Board approved the motion as presented.

H2 NOTICE OF MOTION

DEFEATED

Director Richter provided the following Notice of Motion on July 13, 2022, for consideration:

Given the rapid growth throughout the MVRD region, particularly South of the Fraser, and the corresponding social impacts of this growth on K-12 education and school capacities as well as increasing crime rates;

Be it resolved that the MVRD Board direct staff to undertake work and engagement on draft regional growth strategy policies to address:

- i. K-12 school capacities; and
- ii. crime prevention/safer communities

with an aim to proposing an early amendment to *Metro 2050* post-adoption to include specific goals and objectives relative to both of these important regional social needs.

The Board defeated the motion.

H3 NOTICE OF MOTION

DEFEATED

Director Richter provided the following Notice of Motion on July 13, 2022, updated on July 17, 2022, for consideration:

Whereas *MVRD RGS (Metro 2040) Bylaw No. 1136 (2010)* Strategy 5.1.2 Objective A on page 52 contains specific Metro Vancouver priorities relative to i) rapid transit expansion and ii) regional corridor connections, not all of which have been attained or fully funded particularly in, but not limited to, South of the Fraser urban centres; and

Whereas the proposed *MVRD RGS (Metro 2050) Bylaw No. 1339 (2022)* Strategy 5.1.3 on page 79 contains only generic references to priority types and not to specific urban centres or regional corridors;

Be it resolved that the MVRD Board direct staff to undertake work and engagement with an aim to proposing an early post-adoption amendment to *MVRD RGS (Metro 2050) Bylaw No. 1339 (2022)* Strategy 5.1.3 on page 79 to re-instate the specific urban centre rapid transit and regional corridor expansion priorities specified in *Metro 2040* Strategy 5.1.2 (Objective A on page 52) that have not yet been fully implemented and/or fully funded so that annual progress towards these very important *Metro 2040* rapid transit and regional corridor expansion priorities can continue to be tracked and reported on under *Metro 2050*.

The Board defeated the motion.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Indigenous Relations Committee – July 6, 2022

Information Items:

5.2 Quarterly Report on Reconciliation Activities

This report provides information on reconciliation events and activities undertaken by Metro Vancouver over the past several months as well as information on upcoming events and activities over the next few months.

Regional Planning Committee – July 8, 2022

Delegation Summaries:

Peter DeJong, CAO, The Municipality of the Village of Lions Bay: Village of Lions Bay Regional Context Statement

Marcus Reuter, Resident, Municipality of the Village of Lions Bay: Village of Lions Bay Regional Context Statement

Climate Action Committee – July 8, 2022

Information Items:

5.3 Air Quality and Climate Action Initiatives in Caring for the Air 2022

Caring for the Air is Metro Vancouver’s annual publication on regional climate action and air quality initiatives. The 2022 edition showcases innovative solutions to air quality and climate challenges, and describes projects supported by Metro Vancouver’s Sustainability Innovation Fund and the University of British Columbia’s Sustainability Scholar program. Whereas previous editions of *Caring for the Air* focused on the development of climate and air quality plans such as the *Climate 2050 Roadmaps* and *Clean Air Plan*, this year’s edition shifts the focus to how Metro Vancouver will implement actions outlined in those plans, which will be critical for meeting Board-adopted climate action and clean air targets.

5.4 Metro Vancouver Climate 2050 Snapshot 2021/2022

Recognizing the need for urgent and transformative action, Metro Vancouver is taking an “action while planning” approach, implementing climate actions at the same time as it is progressing with development of the *Climate 2050 Roadmaps*. The Climate 2050 Snapshot 2021/2022 report is intended to meet Metro Vancouver’s commitment to regular and transparent reporting on the development and implementation of the Climate 2050 Roadmaps, and presents highlights of *Climate 2050* implementation work throughout 2021 and as of mid-2022. As work on *Climate 2050* shifts from planning to implementation, the Climate 2050 Snapshot will evolve to include key performance indicators to track and measure progress on roadmap implementation.

Regional Parks Committee – July 13, 2022

Delegation Summaries:

Paul Hundal, Old Growth Conservancy Society: Lynn Headwaters Regional Park Lease

Information Items:

5.2 Draft 2023-2027 Regional Parks Capital Plan

As part of Metro Vancouver’s focus on enhancing transparency and governance of the capital plan, this report allows for the Regional Parks Committee to provide comments on the draft *2023-2027 Regional Parks Capital Plan*, which will then be incorporated into the *Regional Parks Financial Plan* and included in the fall budget presentations to the Regional Parks Committee and MVRD Board. The estimated 2023 capital cash flow is \$59.8 million with a total estimated spend of \$169.8 million over the five years. This is a \$12.5 million, or eight per cent change from last year’s five-year capital plan. This change is largely due to

the introduction of a new project to plan, design, and develop recently acquired parkland in Bowen Island Municipality.

Performance and Audit Committee – July 14, 2022

Information Items:

5.5 Metro Vancouver Quarterly Financial Report – June 30, 2022

The Performance and Audit Committee's terms of reference requires that financial information be presented on a regular basis. Beginning in 2022, quarterly reports are being presented, to replace the tri-annual reporting presented in prior years. This reports presents the second quarterly financial report, for the six months ending June 30, 2022, and indicates that operating expenditures are on target at 90 per cent of year-to-date budget and capital expenditures are lower than expected at 16.8 per cent of annual capital cash flow. The year-to-date variance is indicating a potential surplus of about \$40.5 million, about 3.9 per cent of total budget. Cash flow projections and accounts receivable collections are on target and remain positive in both the likely and pessimistic scenarios.

5.6 Treasury Report - March 1, 2022 to May 31, 2022

Treasury reported to the Committee in April 2022, and since that time, in response to rising inflation, the Bank of Canada increased the overnight borrowing rate by 100 basis points, resulting in both higher borrowing costs and higher investment returns for Metro Vancouver. Finance staff are investigating cash management strategies to mitigate risks associated with higher than normal inflationary environment. An opportunity exists to improve cash management by using temporary borrowing, which will reduce the amount of cash on hand and maximize cash invested in the long-term investment portfolio. This practice is similar to what is used by the member municipalities. The temporary borrowing program is being reported through the Finance Committee for approval by the Metro Vancouver's Boards on July 29.

5.7 Status of Asset Retirement Obligation Project

The Canadian Public Sector Accounting Standards, followed by Metro Vancouver in the preparation of its annual audited financial statements, introduced a new asset retirement obligation (ARO) standard for implementation December 31, 2023. Under the new standard, the costs to retire or decommission a tangible capital asset (TCA) are to be reported as liabilities, at the time the asset is acquired, developed or constructed. Currently these costs are expensed as they are incurred. Metro Vancouver has identified potential AROs in Parks, Housing, and Solid Waste operations and are in the process of reviewing cost estimates to determine the impact on the financial statements. Efforts to calculate the AROs in Water and Liquid Waste Services are in the early stages. Based on work performed to date, it is anticipated that Metro Vancouver will complete the required audit requirement for the preparation of the December 31, 2023 financial statements. In terms of potential budget and rate impact, as part of the capital planning process, Metro Vancouver includes the cost of retiring and decommissioning a TCA in the overall capital plan and appropriate funding decisions are made during the budget process.

5.8 Tender/Contract Award Information – March 2022 to May 2022

During the period March 1, 2022 and May 31, 2022, the Procurement Division issued 22 new contracts, each with a value in excess of \$500,000 (exclusive of taxes). In addition, there were 10 existing contracts requiring contract amendments which necessitate further reporting to the Performance and Audit Committee. The 10 amendments experienced additional costs resulting from either scope changes and project extensions

due to site conditions or third-party regulatory requirements. All awards and amendments were issued in accordance with the *Officers and Delegation Bylaws 1208, 284 and 247 – 2014* and the *Procurement and Real Property Contracting Authority Policy*.

5.9 Performance Monitoring Dashboard Update

In 2017, Metro Vancouver launched the Performance Monitoring Dashboard to provide a centralized view of key performance indicators for the organization's services in connection with Metro Vancouver's strategic priorities or directions, as reflected in the annual work plan. Updated on an annual basis, the performance indicators are a valuable resource both internally and externally, as they assist in the organization's long term-planning, guide decision making, track departmental performance, and demonstrate transparency and accountability to both partners and the public. In order to respond to shifting circumstances as well as improve communication and efficiency of the reporting process, future developments to the Performance Monitoring Dashboard have been proposed, including incorporating the story behind the data and automation.

Finance Committee – July 14, 2022

Delegation Summaries:

Nathan Davidowicz: TransLink's Greater Vancouver Regional Fund Application

Greater Vancouver Water District

G1.1 GVWD Temporary Borrowing Bylaw No. 258, 2022

APPROVED

Metro Vancouver has an opportunity to improve cash management by using temporary borrowing, which will reduce the amount of cash on hand and maximize cash invested in the long-term investment portfolio. Temporary borrowing will allow for enhanced investment decisions and optimize investment returns by approximately \$1.8 million per year, across the organization as whole.

Metro Vancouver's current infrastructure financing strategy revolves around Municipal Finance Authority's bi-annual long-term borrowing process and does not include temporary borrowing. Through the *Municipal Enabling and Validating Act*, MVRD can access temporary borrowing from MFA on behalf of the GVWD. Approval of the *Greater Vancouver Water District Temporary Borrowing Bylaw No. 258, 2022* provides the authority for temporary borrowing not exceeding \$268 million, the remaining amount of the *Greater Vancouver Water District Borrowing Bylaw No. 248, 2015*, and the maximum borrowing authorized. This will provide Metro Vancouver with borrowing methods equivalent to what is used in municipalities.

The Board authorized Metro Vancouver Regional District to temporarily borrow on behalf of GVWD up to \$268 million dollars, the remaining amount of the *Greater Vancouver Water District Borrowing Bylaw No. 248, 2015*, and the maximum borrowing authorized, and gave first, second and third readings to *Greater Vancouver Water District Temporary Borrowing Bylaw Number 258, 2022* and forwarded it to the Inspector of Municipalities for statutory approval.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Climate Action Committee – July 8, 2022

Information Items:

5.5 2022 Update on Water Sustainability Innovation Fund Projects

This report provides an update on 10 projects that were approved for funding in 2018 through to 2021 under the Water Sustainability Innovation Fund. The projects range from assessment of emerging contaminants of concern, microplastics, and disinfection by-products; to monitoring and information management; to greywater reuse; to earthquake early warning systems.

Water Committee – July 6, 2022

Information Items:

5.1 Draft Water 2023–2027 Capital Plan

As part of Metro Vancouver’s focus on enhancing transparency and governance of the capital plan, this report allows the Water Committee to provide comments on the draft capital plan, which will then be incorporated into the *Water Capital Plan* and included in the fall budget presentations to the Water Committee and GVWD Board. The estimated 2023 Capital Cash Flow is \$426.3 million with a total estimated spend of \$2.7 billion over 2023–2027. With respect to the common four years compared to the prior cycle’s capital plan, the estimated spend has increased by \$7.3 million, or 0.4 per cent, primarily due to escalation driven by market conditions and project schedule changes. These are largely offset by project deferrals.

5.2 Douglas Road Main No. 2 – Delivering Successful Infrastructure Projects

The Douglas Road Main No. 2 project is nearing completion and once complete, the new water main will increase the long-term resiliency of this water supply corridor. The project is currently tracking under budget with an on-schedule completion expected in 2024. This project also provides an example for how Metro Vancouver’s Water Services department is achieving key strategic goals outlined in the *Board Strategic Plan 2019–2022*.

5.3 2021 GVWD Dam Safety Program Annual Update

The GVWD owns and operates seven dams that are regulated by the Ministry of Forests – Dam Safety Branch, five of which are regional drinking water supply dams. The GVWD Dam Safety Program for the water supply dams is compliant with the requirements outlined in the provincial *Dam Safety Regulation* (BC Reg. 11/2021), as required for all dam owners in British Columbia. There were no significant concerns identified from the 2021 routine surveillance, monitoring, or formal dam inspections. The Rice Lake North and Rice Lake South dams have been added to this annual update report.

5.4 Jurisdictional Review of Drought Responses

Metro Vancouver is closely monitoring climate change impacts on the drinking water supply as the source water is replenished annually and is sensitive to changes in precipitation patterns. During the heat dome of 2021, Metro Vancouver continued to reliably supply the region with drinking water due to the higher than

average snowpack, proactive management of the reservoirs, and an education campaign to encourage water conservation. Metro Vancouver monitors the water supply through the high-demand periods, implements the *Drinking Water Conservation Plan*, and promotes conservation through the We Love Water campaign.

5.5 Project Delivery Capital Portfolio Update

This update contains project-specific information and a portfolio dashboard that provides information on the various programs and projects being delivered by the department.

- *Coquitlam Lake Water Supply*: Project construction deferred by five years to 2038; contingent on water conservation efforts.
- *Coquitlam Water Main*: Construction delayed to 2023 pending resolution of properties agreements and proximal works approvals.
- *Stanley Park Water Supply Tunnel*: Delays related to compensation and land agreements with the Vancouver Parks Board.

Greater Vancouver Sewage and Drainage District

E1.1 Sewage and Waste: Heat Recovery Policy

APPROVED

Metro Vancouver has the opportunity to reduce greenhouse gas emissions by investing in waste heat recovery to offset fossil fuel use for building heat and hot water. Metro Vancouver's *Climate 2050* strategy includes a target of a climate neutral region by 2050 with an interim target of 45-per-cent greenhouse gas emission reductions by 2030.

Metro Vancouver's liquid waste system and the Waste-to-Energy Facility have the potential to provide heat and hot water for up to 130,000 homes, reducing greenhouse gas emissions by up to 300,000 tonnes per year, or equivalent to approximately the annual emissions of 60,000 passenger vehicles. The proposed *Sewage and Waste: Heat Recovery Policy* facilitates maximizing the recovery of this resource and replaces the existing *Liquid Waste Heat Recovery Policy*.

The Board approved the proposed *Sewage and Waste: Heat Recovery Policy*, as presented.

E1.2 Proposed Capital Investment for the Surrey City Energy Sewer Heat Recovery Project

APPROVED

This project will reduce greenhouse gas emissions, contributing to Metro Vancouver's *Climate 2050 Strategy*, as guided by the *Waste Heat Recovery Policy*. The investment will be capped at \$19 million out of a total estimated project cost of \$151 million. The investment is based on the value of the anticipated greenhouse gas reductions over the life of the project, and was included in the endorsed 2022 to 2026 capital plan. Metro Vancouver will receive carbon credits based on relative costs incurred by both parties, which will contribute to Metro Vancouver's goal of carbon neutrality.

The Board directed staff to enter into contract negotiations with the City of Surrey for the Surrey City Centre Sewer Heat Recovery project, and authorized expenditures up to \$19 million as endorsed in the 2022 to 2026 capital plan.

E1.3 Award of a Contract Resulting from Request for Proposal No. 22-006: Construction of Gilbert Trunk Sewer No.2 Gilbert Road South Section **APPROVED**

Request for Proposal No. 22-006 was issued in February 2022 for construction of the Gilbert Trunk Sewer No.2 Gilbert Road South Section. Jacob Brothers Construction Inc. was identified as the highest ranked proponent. It is recommended that the GVS&DD Board authorize the award of a contract for construction of the Gilbert Trunk Sewer No.2 Gilbert Road South Section, in an amount of \$39,856,650 (exclusive of taxes) to Jacob Brothers Construction Inc. and authorize the commissioner and the corporate officer to execute the required documentation.

The Board approved award of a contract in the amount of up to \$39,856,650 (exclusive of taxes) to Jacob Brothers Construction Inc., resulting from Request for Proposal No. 22-006: Construction of Gilbert Trunk Sewer No.2 Gilbert Road South Section, subject to final review by the commissioner, and authorized the commissioner and the corporate officer to execute the required documentation once the commissioner is satisfied that award should proceed.

G1.1 GVS&DD Temporary Borrowing Bylaw No. 358, 2022 **APPROVED**

Metro Vancouver has an opportunity to improve cash management by using temporary borrowing, which will reduce the amount of cash on hand and maximize cash invested in the long-term investment portfolio. Temporary borrowing will allow for enhanced investment decisions and optimize investment returns by approximately \$1.8 million per year, across the organization as whole.

Metro Vancouver's current infrastructure financing strategy revolves around Municipal Finance Authority's bi-annual long-term borrowing process and does not include temporary borrowing. Through the *Municipal Enabling and Validating Act*, MVRD can access temporary borrowing from MFA on behalf of the GVS&DD. Approval of the *Greater Vancouver Sewerage & Drainage District Temporary Borrowing Bylaw No. 358, 2022* provides the authority for temporary borrowing in the amount not exceeding \$1.42 billion, the remaining amount of the *Greater Vancouver Sewerage & Drainage District Borrowing Bylaw No. 321, 2018*, and the maximum borrowing authorized. This will provide Metro Vancouver with borrowing methods equivalent to what is used in municipalities.

The Board authorized Metro Vancouver Regional District to temporarily borrow on behalf of GVWD up to \$1.42 billion dollars, the remaining amount of the *Greater Vancouver Sewerage & Drainage District Borrowing Bylaw No. 321, 2018*, and the maximum borrowing authorized, and gave first, second and third readings to *Greater Vancouver Sewerage & Drainage District Temporary Borrowing Bylaw No. 358, 2022* and forwarded it to the Inspector of Municipalities for statutory approval.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Liquid Waste Committee – July 13, 2022

Information Items:

5.1 Draft Liquid Waste 2023–2027 Capital Plan

As part of Metro Vancouver’s focus on enhancing transparency and governance of the capital plan, this report allows the Liquid Waste Committee to provide comment on the draft *2023–2027 Liquid Waste Capital Plan*, which will then be incorporated into the *Liquid Waste Financial Plan* and included in the fall budget presentations to the committees and the boards. The estimated 2023 capital cash flow is \$713.9 million with a total estimated spend of \$4.8 billion over the five years (2023-2027). With respect to the common four years compared to the prior cycle’s capital plan, the estimated spend has decreased by \$383.6 million, or 10 per cent, primarily due to project schedule changes.

5.2 Project Delivery Capital Portfolio Update

This update contains project specific information and a portfolio dashboard that provides information on the various programs and projects being delivered by the department. Key items of note are summarized below.

- *Annacis Outfall System*: Construction is 60 per cent complete but the in-river work is at some risk due to technical challenges and poor performance of the sub-contractor.
- *Iona Island Wastewater Treatment Plant*: Project status flagged as completion date is five years beyond the regulatory deadline.
- *North Shore Wastewater Treatment Plant*: New designer and contractor have been engaged to complete design and construction execution planning. Project schedule and budget status update to be presented in Q4 2022.
- *Northwest Langley Wastewater Treatment Plant*: Significant delays due to archeological findings on the project site and change in location of the outfall.

5.5 Climate and Seismic Resilience Planning at Iona Island

At a May 4, 2022 tour of the Iona Island Wastewater Treatment Plant and Iona Beach Regional Park for members of the Liquid Waste Committee, Regional Parks Committee and Climate Action Committee, participants expressed interest in receiving more information on what is being done to address the effects of climate change on the Iona Island Wastewater Treatment Plant and Iona Island as a whole. This report provides that information.

Zero Waste Committee – July 15, 2022

Information Items:

5.1 Draft Solid Waste Services 2023-2027 Capital Plan

As part of Metro Vancouver's focus on enhancing transparency and governance of the capital plan, this report allows the Zero Waste Committee to provide comments on the draft *2023–2027 Solid Waste Services Capital Plan*, which will then be incorporated into the *Solid Waste Services Capital Plan* and included in the fall budget presentations to the Zero Waste Committee and the Board. The estimated 2023 capital cash flow is \$62.2 million with a total estimated spend of \$272 million over the five years. With respect to the common four years compared to the prior cycle's capital plan, the estimated spend has increased by \$4.3 million, or two per cent.

5.2 2021 Disposal Ban Program Update

Garbage loads received at regional solid waste facilities are visually inspected for banned materials, and surcharges are applied if banned materials are present. Metro Vancouver's solid waste facilities received 822,000 loads of garbage in 2021, up five per cent from 2020. 194,329 garbage loads were inspected (24 per cent of total loads), and 16,781 were found to contain banned materials. In total, 3,104 surcharge notices were issued, representing a surcharge rate of 1.6 per cent. Electronic waste, corrugated cardboard and oversized objects were the top three banned materials identified. A third-party review of the disposal ban inspection process is being initiated as part of the solid waste management plan update process.

Metro Vancouver Housing Corporation

E1.1 Metro Vancouver 10-Year Plan — Progress Update

RECEIVED

The Metro Vancouver Housing *10-Year Plan* was adopted in November 2019 to provide a framework for how the organization will provide, preserve, and expand its portfolio of affordable housing across the region. Since then, the global pandemic and climate change have impacted people and organizations, while significant inflation, rising interest rates, and ongoing uncertainty pose challenges for the delivery of new housing.

Despite these challenges, Metro Vancouver Housing has taken significant action towards implementing its *10-Year Plan*. With seven development projects underway to provide approximately 800 new and redeveloped homes, and eight major rehabilitation projects to renew 558 homes, MVH is working towards its targets for growth, renewal, energy efficiency, and reduction in greenhouse gas emissions, while providing a diverse mix of accessible homes to suit a range of needs and mix of incomes.

The Board received the report for information.

E1.2 Benefits of Building Rehabilitation: Evergreen Downs

RECEIVED

This report outlines the benefits of building rehabilitation by highlighting a recently completed rehabilitation project at Metro Vancouver Housing's Evergreen Downs property. This extended the life of

the building by 40 years and resulted in significant energy savings, reduced greenhouse gas emissions, enhanced tenant comfort, improved building resilience to extreme weather events, reduced energy bills for MVH and tenants, improved the building's aesthetic, and provided an upgraded outdoor amenity space for tenants.

The Board received the report for information.

E1.3 Metro Vancouver Housing — Extreme Heat Protocols

RECEIVED

Following the 'heat dome' in 2021, Metro Vancouver Housing established protocols regarding extreme heat events. Protocols were developed in alignment with BC Housing recommendations for pre-season planning, decision making, and response. The approach is twofold: how MVH will safeguard tenants and staff regarding extreme heat events within the existing housing stock, and how MVH will approach the design of new buildings and retrofits of existing housing.

For existing buildings and tenants, a variety of activities will take place on an annual basis to prepare for possible extreme heat events, as well as a set of activities once an event occurs. These include: communications to tenants regarding best practices for staying healthy and comfortable during extended heat advisories; location of cooling stations nearby; and emergency contact preparedness. Staff will receive information and training on keeping healthy and safe during events, and staff will perform annual building assessments outlining the condition of air exchange in apartment buildings. For new buildings and full building retrofits, MVH will use a range of active and passive cooling strategies and strategic upgrades for capital maintenance to improve tenant comfort and well-being.

The Board received the report for information.

E2.1 Welcher Affordable Housing Redevelopment — Grant and Loan Application to the Federation of Canadian Municipalities

APPROVED

The Federation of Canadian Municipalities (FCM) — Green Municipal Fund (GMF) program supports the construction of high-performance, Net Zero Energy Ready multi-family affordable housing units by providing up to 20 per cent of project costs contributed equally between grant and loan funding to qualifying projects. The program metrics are directly aligned with Metro Vancouver Housing Corporation's (MVHC) sustainability goals. With an estimated contribution of \$7.2 million, MVHC applied to the FCM-GMF capital funding program to support the redevelopment of its Welcher Avenue site in Port Coquitlam. Having completed the prerequisite steps in the funding process, a Board resolution supporting the application is required to finalize the submission.

The Board authorized staff to apply for capital project grant and loan project funding through the Federation of Canadian Municipalities — Green Municipal Fund Program.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Housing Committee – July 7, 2022

Delegation Summaries:

Nathan Davidowicz: New Bill (changes to the Transportation Act) and Missed Opportunities for the New Housing Projects

Information Items:

5.2 Draft Metro Vancouver Housing 2023-2027 Capital Development and Capital Maintenance Plans

The draft *2023-2027 Metro Vancouver Housing Capital Development and Maintenance Plans* have been prepared following direction received at the April 14, 2022 Metro Vancouver Board Budget Workshop and continue to be guided by key objectives of the Metro Vancouver Housing *10-Year Plan*. As part of Metro Vancouver's focus on enhancing transparency and governance of the capital plan, this report allows for the Housing Committee to provide comments on the draft capital plan, which will then be incorporated into the *Housing Financial Plan* and included in the fall budget presentations to the Housing Committee and MVRD Board. The draft 2023 capital development cash flow is \$62.2 million with a total estimated spend of \$416.5 million over the next five years. The draft *2023-2027 Capital Maintenance Plan* proposes a budget of \$14.3 million for 2023 and a total of \$88.1 million over the five-year budget cycle. The budget five-year cycle-over-cycle development plan has increased by \$1.8 million (0.4 per cent) and the five-year cycle-over-cycle capital maintenance plan has increased by \$15.2 million (20.9 per cent) from the corresponding years in the prior year capital plans.



OMBUDSPERSON
BRITISH COLUMBIA

His Worship John McEwen
Mayor
Village of Anmore
2697 Sunnyside Rd.
ANMORE BC V3H 5G9

August 15, 2022

RECEIVED

AUG 31 2022

VILLAGE OF
ANMORE

Dear Mayor McEwen,

RE: Quarterly Reports: April 1 – June 30, 2022

This package of documents details the complaint files the Office of the Ombudsperson closed for the **Village of Anmore** between April 1 and June 30, 2022. No action is required on your part, however we hope that you will find this information useful and share it within your organization.

These reports provide information about the complaint files we closed regarding your organization within the last quarter, including both files we investigated and files we closed without investigation. Files currently open with the office are not included in these reports.

Enclosed you will find detailed reports containing the following: SLM

- A one-page report listing the number of files closed and the category under which they were closed. The categories we use to close files are based on the sections of the *Ombudsperson Act*, which gives the Ombudsperson the authority to investigate complaints from the public regarding authorities under our jurisdiction. A more detailed description of our closing categories is available on our website at: <https://bcombudsperson.ca/assets/media/QR-Glossary.pdf>.
- *If applicable:* Copies of closing summaries written about the complaint files we investigated. These summaries provide an overview of the complaint received, our investigation and the outcome. Our office produces closing summaries for *investigated* files only, and not for enquiries or those complaints we chose not to investigate.
- *If applicable:* A summary of the topics identified in the complaint files closed during the quarter. We track general complaint topics for all complaints we receive, and when applicable, we include authority-specific and/or sector-specific topics for your organization and/or sector. Our office tracks the topics of complaints we investigate and those we close without investigation, but not for enquiries. Because complaints to our office are confidential, we do not share complaint topic information if we received too few complaints to preserve the complainants' anonymity.

If your organization received too few complaints to produce a summary of complaint topics but you would like further information about the complaints our office received about your organization, our Public Authority Consultation and Training (PACT) Team can provide further details upon request.



Type of complaint closure	# closed
Enquiries – Many people who contact us are not calling to make a complaint, but are seeking information or advice. These contacts are classified as <i>Enquiries</i> to distinguish them from <i>Complaints</i> , which are requests that our office conduct an investigation.	0
Complaints with No Investigation – Our office does not investigate every complaint it receives. First, we determine whether we have authority to investigate the complaint under the <i>Ombudsperson Act</i> . We also have discretion to decline to investigate for other reasons specified in the <i>Ombudsperson Act</i> .	0
Early Resolution Investigations – Early Resolution investigations provide an expedited process for dealing with complaints when it appears that an opportunity exists for the authority to take immediate action to resolve the issue. Typical issues that are addressed through Early Resolution include timeliness, communication, and opportunities for internal review.	0
Complaint Investigations – When we investigate a complaint we may conclude with a determination that a complaint is not substantiated, or with a negotiated settlement of the complaint, or with public findings and recommendations. We may also exercise discretion to cease investigation for a number of other reasons specified in the <i>Ombudsperson Act</i> .	Total: 1
Reason for closing an Investigation:	
Pre-empted by existing statutory right of appeal, objection or review.	0
Investigation ceased with no formal findings under the <i>Ombudsperson Act</i> .	
More than one year between event and complaint	0
Insufficient personal interest	0
Available remedy	0
Frivolous/vexatious/trivial matter	0
Can consider without further investigation	0
No benefit to complainant or person aggrieved	0
Complaint abandoned	0
Complaint withdrawn	0
Complaint settled in consultation with the authority - When an investigation leads us to conclude that action is required to resolve the complaint, we try to achieve that resolution by obtaining the voluntary agreement of the authority to settle the complaint. This allows matters to be resolved fairly for the complainant and authority without requiring a formal finding of maladministration.	1
Complaint substantiated with formal findings under the <i>Ombudsperson Act</i> .	0
Complaint not substantiated under the <i>Ombudsperson Act</i> .	0
Ombudsperson Initiated Investigations – The Ombudsperson has the authority to initiate investigations independently from our process for responding to complaints from the public. These investigations may be ceased at the discretion of the Ombudsperson or concluded with formal findings and recommendations.	0



Closing Summary

Authority:	Village of Anmore
File Number:	22-196007 /001
Closing Date:	26-May-2022
Closing Status:	<i>Closed; Investigation; Ceased (discretion) (s.13); Complaint settled under s.14 (s.13(i)); No findings</i>
General Complaint Topics:	Process or Procedure
Authority-specific Complaint Topics:	Other

The complainant contacted our office regarding a potential conflict of interest involving the authority's contracted staff. The contracted staff wrote a commissioned analysis while serving as a manager for the authority.

The investigation revealed no perceived or actual conflict of interest. However, the authority may improve transparency by disclosing the contractual relationship to minimize confusion to the public. The authority agreed to do so. The matter was settled accordingly.



The tables below summarize the complaint topics we are tracking for your sector and/or authority and the number of times this topic was identified in the files (investigated and non-investigated complaints) that were closed in the most recent quarter.

If you would like more information on the types of complaints we receive, please contact our Public Authority Consultation and Training Team: email us at consult@bcombudsperson.ca or call us at 250-508-2950.

Sector-Specific Complaint Topics - All Local Government

Business Licensing	3	2%
Bylaw Enforcement	33	26%
Council Member Conduct (incl. Conflict of Interest)	7	5%
Official Community Plan/Zoning/Development	31	24%
Fees/Charges (incl. Taxes)	13	10%
Open Meetings	3	2%
Procurement	1	1%
Services (incl. Garbage, Sewer, Water)	9	7%
Response to Damages Claim	2	2%
Other	27	21%

General Complaint Topics - All Local Government

COVID-19	2	1%
Disagreement with Decision or Outcome	44	27%
Accessibility	4	2%
Delay	7	4%
Administrative Error	5	3%
Treatment by Staff	12	7%
Communication	21	13%
Process or Procedure	59	36%
Review or Appeal Process	8	5%
Employment or Labour Relations	3	2%
Other	1	1%



August 31, 2022

Dear Mayor John McEwen and Anmore (Village) Council,

People who work in B.C.'s forests are innovative and creative. They have enthusiastically stepped forward with unique ideas to enhance our forests and then delivered on their projects. Since the inception of the Forest Enhancement Society of BC (FESBC) in 2016, \$238 million has been put in the hands of local people to enhance our forests, and the work they've done is fantastic.

The diversity of organizations with a passion for forestry in B.C. is a tremendous strength we all benefit from, and it provides an incredible source of innovation. Organizations delivering forest enhancement projects now range from Indigenous peoples, community forests, grassroots community associations, municipalities, regional districts, woodlots, the Ministry of Forests, the Habitat Conservation Trust Foundation, the Ministry of Environment, contractors, forest consultants, and forestry companies both big and small. In many cases, FESBC projects have brought diverse groups to work together for the first time. The spirit of collaboration and the resulting positive relationships is a foundation for deeper partnerships moving forward.

FESBC funded forestry projects have successfully contributed toward transformation:

- increased Indigenous peoples' participation and leadership in the forest economy,
- driving climate action using forests in B.C.,
- reducing wildfire risks to numerous communities throughout the province,
- accelerating ecological recovery in areas devastated by beetle epidemics and wildfires,
- improving wildlife habitat, and
- creating jobs in forest-dependent communities.

Going forward, with your support, FESBC will continue to work with local communities and others to enhance British Columbia's forests.

We are proud to share this FESBC Accomplishments Report with you and encourage you to learn more at www.fesbc.ca

Sincerely,

Jim Snetsinger, Board Chair
Forest Enhancement Society of BC

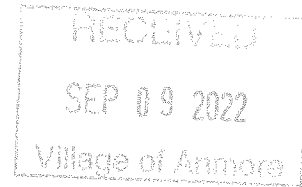
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Aboriginal Housing Management Association
Celebrating 25 Years



September 6, 2022

Niit, hello!

The Aboriginal Housing Management Association is a grassroots organization made up of 41 members that are Indigenous Housing and Service providers. Our members represent over 8,000 Indigenous families living in urban, rural and northern regions of British Columbia. Created by Indigenous Peoples, AHMA is Canada's FIRST Indigenous Housing Authority.

We enclose AHMA's Provincial Urban, Rural, and Northern Indigenous Housing Strategy with this letter, which outlines our long-term vision to provide culturally safe, secure, and affordable housing to Indigenous Peoples in British Columbia. This historic strategy is a powerful step forward in claiming and protecting all Indigenous Peoples' social, economic, and Indigenous housing rights.

After a year of in-depth consultation with Indigenous organizations, community members, and housing & service providers, the strategy was developed. An Indigenous Advisory Council guided the process, providing expert advice and traditional Indigenous knowledge to ensure the strategy responds adequately to the unique needs of Indigenous Peoples.

We invite our members, partners, extended Indigenous communities, and municipalities to stand with us and endorse our strategy. AHMA's goal is for every Indigenous community to access and reclaim their inherent rights to housing. AHMA respects that each community is vibrantly unique, and each endorsement connects us by collectively acknowledging the importance of Indigenous community-led housing. Visit our website to find out more about endorsement – <http://www.ahma-bc.org/how-to-support>.

If you have any questions about AHMA's strategy, please don't hesitate to reach out. I look forward to connecting with you soon.

Toyuxsuut nuun, Thank you!

Margaret Pfoh
Chief Executive Officer, AHMA