



**COMMITTEE OF THE WHOLE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, FEBRUARY 6, 2024, AT 5:00PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY BC
AND VIA ZOOM VIDEO CONFERENCE**

ZOOM INVITE LINK: [HTTPS://US02WEB.ZOOM.US/J/2780145720](https://us02web.zoom.us/j/2780145720)
TO JOIN VIA PHONE, DIAL 778-907-2071 | MEETING ID: 278 014 5720

We are privileged to be meeting and doing work on behalf of the residents of Lions Bay on the traditional unceded territory of the Squamish and Musqueam Nations.

AGENDA

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Approval of Minutes of Prior Meetings**
 - A. Committee of the Whole Meeting – January 9, 2024
 - B. Committee of the Whole Meeting – May 9, 2023
 - C. Committee of the Whole Meeting – May 4, 2023
 - D. Committee of the Whole Meeting – December 8, 2022
- 4. Business Arising from the Minutes**
- 5. Unfinished Business**
 - A. Staff
 - i. 2024 Preliminary Budget (*page 2*)
- 6. New Business**
- 7. Adjournment**



**COMMITTEE OF THE WHOLE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JANUARY 9, 2024, AT 6:00PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY BC**

MINUTES

In Attendance: Mayor Ken Berry
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Jaime Cunliffe (via conference)
Councillor Marcus Reuter

Staff: Chief Administrative Officer (CAO), Ross Blackwell
Financial Controller (FO), Joe Chirkoff
Deputy Corporate Officer (Recorder) Marina Blagodarov (via conference)

1. Call to Order

Mayor Berry called the meeting to order at 6:04p.m.

2. Closure of Council Meeting

Proposed topics for discussion in the absence of the public:

A. Legal

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter* and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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

(g) litigation or potential litigation affecting the municipality;

Open session of the meeting resumed at 6:22p.m.

3. Reporting out from Closed portion of Meeting

None.

4. Adoption of Agenda

Moved By: Councillor Reuter

Seconded By: Councillor Abbott

THAT the Agenda of January 9, 2024, Committee of the Whole be adopted as presented.

CARRIED

5. Delegations (10 minutes maximum)

None.

6. Approval of Minutes of Prior Meetings

None.

7. Business Arising from the Minutes

None.

8. Unfinished Business

None.

9. Reports

A. Staff

i. 2024 Preliminary Budget

The primary budget was introduced, with the aim of guiding the Council in reviewing the budget. This includes the core budget and additional financial plans.

During the presentation, the Council paused to revise the agenda.

Moved By: Councillor Reuter

Seconded By: Councillor Abbott

THAT the agenda be adopted as amended.

- Add Public Participation

CARRIED

Financial Controller continued with the presentation.

10. Public Participation

The format of public participation has been adjusted to allow for public discourse at the designated time of 7:00 p.m.

A. Kambiz Azordegan: Parking Committee

9. Reports

A. Staff

ii. AVICC Call for Resolution

The discussion centered on the potential resolutions suggested Council and brought forward by the CAO for Lions Bay to present to the province, with the possibility of endorsement by the local government.

B. Committees

None.

C. Mayor and Council

None.

11. Correspondence

None.

12. New Business

None.

13. Public Questions and Comments

None.

14. Resumption of Closed CotW Meeting

Not applicable.

15. Reporting Out from CotW Meeting

Not applicable.

16. Adjournment

Moved By: Councillor Reuter

Seconded By: Councillor Abbott

THAT the Committee of the Whole Meeting be adjourned.

CARRIED

Meeting adjourned at 8:23pm.

Mayor

CAO

Date Adopted by Council:	
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**COMMITTEE OF THE WHOLE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MAY 09, 2023 AT 4:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance

Council: Mayor Ken Berry
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Marcus Reuter

Staff: Acting Chief Administrative Officer, Ron Miller
Controller, Joe Chirkoff
Public Works Manager, Karl Buhr
Administrative Assistant, Marina Blagodarov (Recorder)

1. Call to Order
Mayor Berry called the meeting to order at 4:04pm.

2. Adoption of Agenda
Moved/Seconded
THAT the agenda be adopted as submitted.

CARRIED

Public Participation was added to the agenda.
There was no Public Participation.

3. Reports
A. Staff
i. Continuation review of 2023 Preliminary Budget
Discussion and suggestions were held regarding amends to each budget line times and the proposed tax increase.

Moved/Seconded
THAT the continuation of the 2023 Preliminary Budget be received for information purposes.

CARRIED

4. Public Participation

None.

5. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:39p.m

Mayor

Corporate Officer

Date Approved by Committee:	
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**COMMITTEE OF THE WHOLE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY, MAY 04, 2023 AT 4:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Mayor Ken Berry
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Marcus Reuter

Staff: Acting Chief Administrative Officer, Ron Miller
Controller, Joe Chirkoff
Public Works Manager, Karl Buhr (via conference)
Administrative Assistant, Marina Blagodarov (Recorder)

Public: 1 in gallery; 4 via conference

1. Call to Order

Deputy Mayor Reuter called the meeting to order at 4:05 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT the agenda of May 9, 2023 Committee of the Whole be adopted, as presented.

It was stated that the closed portion of the agenda is a placeholder, in case something would come up during the meeting that would need to be address In Camera.

CARRIED

3. Public Participation *Moved to Section 5.*

4. Review & Approval of Minutes of Prior Meetings

None.

Mayor Berry joined the meeting at 4:09 p.m.

5. Reports

A. Staff

i. 2023 Preliminary Budget

Continuation review of 2023 Preliminary Budget

Acting CAO Miller introduced the preliminary budget, Council had the opportunity to ask questions and clarifications on each budget line item.

Discussion was held to move over to Public Participation.

3. Public Participation

A. Tamara Leger: Staffing and staffing budget

ii. Resident Comments

iii. Budget Q & A

None.

Moved/Seconded

THAT the continuation of the 2023 Preliminary Budget be received for information purposes.

CARRIED

6. Public Questions & Comments

None.

7. Closed Committee of the Whole Meeting

Proposed topics for discussion in the absence of the public:

A. Personnel

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the Community Charter and where required, the Committee does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

(n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

The Committee does not anticipate reconvening the open meeting for any purpose other than to report out if applicable and adjourn the meeting generally.

8. Reporting Out from Closed Portion of Meeting

None.

9. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was closed to the public at 7:14 pm

Mayor

Corporate Officer

Date Approved by Committee:	
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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**COMMITTEE OF THE WHOLE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY, DECEMBER 8 at 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance:

Council: Mayor Ken Berry
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Marcus Reuter

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke

Other: Renee Frappier, Raincoast (Recorder, via videoconference)

Public: 2

1. Call to Order

Mayor Berry called the meeting to order at 6:06 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT the agenda be adopted as submitted.

CARRIED

3. Public Participation

Craig Doherty, Village resident and owner of the General Store and Cafe, spoke regarding the importance of maintaining a central postal outlet in the Village of Lions Bay, the technical and administrative responsibilities of handling mail according to Canada Post policy, a significant increase in daily number of parcels processed, and the legal and ethical responsibility to protect staff from bullying. Mr. Doherty requested Council to support the General Store as the agent of Canada Post, communicate that residents working in the Store/Post Office should be treated with respect, and condemn bullying in any shape or form.

4. Review & Approval of Minutes of Prior Meetings

A. Committee of the Whole Meeting – May 3, 2022

Moved/Seconded

THAT the Council Strategy Committee Meeting Minutes of May 3, 2022, be approved as submitted.

CARRIED
(including 3 abstentions)

5. Business Arising from the Minutes

None

6. Unfinished Business

None

7. Reports

A. Staff

i. Establishment of Council Committees

Moved/Seconded

THAT the Information Report, “Establishment of Council Committees” be received.

CARRIED

B. Mayor

i. Establishment of Standing Committees and Appointments

During discussion, comments were offered in relation to:

- Expressions of interest welcomed
- Various requirements of Standing Committees, Select Committees, and Bylaw Committees
- The role of Advisory members
- The ability to alter Terms of Reference.

- *The following Standing Committees were established by Mayor Berry*
 - Finance: Mayor Ken Berry and Councillors Broughton and Reuter
 - Infrastructure: Mayor Ken Berry and Councillors Abbott, Broughton, and Reuter
 - Human Resources: Mayor Berry and Councillors Abbott and Reuter
 - Policies, Procedures and Bylaws: Mayor Berry and Councillor Broughton

C. Council

i. Recommendations for Establishment of Select Committees and Appointments and Terms of Reference and

ii. *Amendments to Existing Committees' Terms of Reference*

During discussion relating to Committees, their relative structures and Terms of Reference (TOR), and representation from Council, the following Committees and Council appointments were recommended to Council:

- *Committee of the Whole*
 - Budget: Mayor Berry, Councillors Abbott, Broughton, and Reuter
- Strategic Planning: Mayor Berry, Councillors Abbott, Broughton, and Reuter
- *Select Committees*
 - Climate Action: Councillors Abbott and Reuter
 - Curly Stewart Scholarship: Councillor Abbott
 - Highway Impact Advocacy: Councillors Broughton and Reuter
 - Parking and Bylaw: consideration deferred
 - Lions Bay Beach Park: Councillors Abbott and Broughton
- *Committees established by Bylaw*
 - Emergency Program: Mayor Ken Berry and Councillors Abbott and Reuter
 - Trees, Views and Landscape: Mayor Berry
- *Statutory Committees*
 - Accessibility: consideration deferred pending further information regarding mandatory composition under the new *Accessible British Columbia Act*.
- With respect to community groups, the following liaisons and Council contacts were identified:
 - *Council Liaisons*
 - Ranger Youth Society: Mayor Ken Berry
 - Bear Smart: Councillors Abbott and Reuter
 - Bird Friendly: Councillor Abbott
 - Block Watch: Mayor Ken Berry
 - *Council Contacts* (for resident-led interactions)
 - Events: Mayor Berry
 - Native Plant Garden: Councillor Abbott
 - Historical Society: Councillor Broughton
 - Lions Bay Elementary School: Councillor Broughton
 - Seniors Guild: Councillor Reuter
 - Trail Blazers: Councillor Reuter
 - Arts Council: Councillor Broughton
 - First Nations: Councillor Broughton
 - Lions Bay Scholarship Foundation: Councillor Broughton.

During discussion, Councillor Reuter agreed to apply to represent the Village of Lions Bay on Metro Vancouver's Climate Action Committee.

Moved/Seconded

THAT the foregoing recommendations regarding Committees, Council representation, and Terms of Reference be submitted to Council.

CARRIED

8. Public Questions & Comments

Fred Bain, Village Resident, expressed agreement with the methodology of choosing Committee members.

9. Closed Council Meeting

Moved/Seconded

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter*:

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

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

CARRIED

The meeting was closed to the public at 7:59 p.m.

The meeting was re-opened to the public at 8:18 p.m.

10. Reporting Out from Closed Portion of Meeting

Council had nothing to report.

Discussion ensued regarding Village of Lions Bay representation on Metro Vancouver Committees, and it was noted that the following applications would be made:

- Climate Action: Councillor Reuter
- Indigenous Relations: Councillor Broughton
- Electoral Area A: Councillor Reuter
- TransLink: Mayor Berry
- Metro Board: Mayor Berry, alternate Councillor Broughton
- Mayors Committee: Mayor Berry.

Mayor Berry updated on news from West Vancouver and the four small communities.

11. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:29 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
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DRAFT

BUDGET SUPPLEMENTAL FORM

Date: Dec. 13 2023		Department: LBFR	
From: Fire Chief Germscheid		Item name: Fire Engine	
Amount: \$1,350,000.00 + tax	One time: <input type="checkbox"/>	Ongoing: * <input type="checkbox"/>	Rank: High

DESCRIPTION

Spartan S-180 Pumper with 1500GPM pump.

[Spartan S-180](#)

RATIONALE

Safety and Service.

A reliable and safe engine is a necessity to provide our communities expected emergency service and keep our employees as safe as possible and NFPA compliant.

Insurance Implications.

Fire Underwriters Survey (FUS) implications. Engines under 15yrs old receive 100% FUS rating, engines between 16-20yrs receive 50% rating (to be used as spare's or in support ONLY) and 20yr + receive 0% rating.

Current Fleet.

The Village of Lions Bay has two fire engines, Engine 61, and Engine 62.

- Engine 61 was manufactured in 2010, 14yrs old this budget year, (1yr remaining in full service)
- Engine 62 was manufactured in 2000, 24yrs old this budget year. (4yrs PAST maximum age)

In addition to the loss of FUS rating, as our current fleet ages the cost of maintenance increases as well.

Manufacture Timeline.

LBFR has sourced the above Spartan S-180 Pumper (Fire Engine) through canoeprocurement.ca and production time for the above Stock configuration Engine is 12-14months, Custom configuration is estimated at 38+months. Ordering the Stock format Pumper/Engine ASAP will give the Village of Lions Bay one 15yr+ Engine, and one New Engine.

FINANCIAL IMPLICATIONS

Fleet Renew Strategy.

I propose a 15yr renewal strategy with monthly lease payments as laid out in accompanying documents. This will maintain our fleet with an Engine that is always under 15yrs old and our 100% FUS credit while avoiding a large onetime expenditure in exchange for a monthly budget line item of approximately \$10,705.05 per month.

Loan Summary ▼	
Loan Details	
Principal Value	\$1,300,000.00
Current Interest Rate	5.62000%
Amortization Period	180
Payments in Term	60
Fixed Monthly Payment	\$10,705.05
Total Principal	\$318,581.42
Total Estimated Interest	\$323,921.74
Total Estimated Cost	\$642,503.16
Final Payment*	
Estimated Final Payment	\$10,705.05
Estimated Residual Value	\$981,418.58

* Final payment will change based on interest rate fluctuations over the term of the loan.

Additional \$50,000.00 request is to account for unforeseen costs such as Delivery, Duty, transferring and installation of our mobile CAD computers, bracketry for our tools and equipment such as Radio chargers, Thermal Imaging Camera charger, Scene light chargers etc.

Loan Summary ▼	
Loan Details	
Principal Value	\$1,300,000.00
Current Interest Rate	5.62000%
Amortization Period	180
Payments in Term	60
Fixed Monthly Payment	\$10,705.05
Total Principal	\$318,581.42
Total Estimated Interest	\$323,921.74
Total Estimated Cost	\$642,503.16
Final Payment*	
Estimated Final Payment	\$10,705.05
Estimated Residual Value	\$981,418.58

* Final payment will change based on interest rate fluctuations over the term of the loan.

Loan Summary ▼	
Loan Details	
Principal Value	\$1,300,000.00
Current Interest Rate	5.62000%
Amortization Period	240
Payments in Term	60
Fixed Monthly Payment	\$9,030.87
Total Principal	\$202,885.35
Total Estimated Interest	\$339,167.01
Total Estimated Cost	\$542,052.36
Final Payment*	
Estimated Final Payment	\$9,030.87
Estimated Residual Value	\$1,097,114.65

* Final payment will change based on interest rate fluctuations over the term of the loan.

Long-Term Debt Amortization Schedule and 2 Equipment Financing estimates (15 and 20 years).

BUDGET SUPPLEMENTAL FORM

Date: Dec. 13 2023		Department: WVFR	
From: Fire Chief Germscheid		Item name: Backhoe/Forklift	
Amount: \$40,000.00	One time: <input type="checkbox"/> * Ongoing: <input type="checkbox"/>		Rank: Med/High

DESCRIPTION

LBFR is in need of either a used backhoe or used off road capable forklift.

RATIONALE

LBFR attracts the majority of its members due to its high level of training, specifically in auto extrication, this piece of equipment would be used to set up training scenarios placing vehicles in MVI crash positions, additionally the preferred option of a backhoe would be used to maintain the training facility grounds.

LBFR currently is using a forklift from 1946 that can no longer be repaired as parts are not available, it is a danger to use as it is in need of a new steering pump and brakes, we currently have to run it into auto-x vehicles or pull the emergency brake lever to stop it.

FINANCIAL IMPLICATIONS

Request for \$40,000.00 is based on auction results seen for applicable equipment (Ritchie Bros. Auctions) and the actual amount spent would be “up to” this amount. I expect this purchase to last for +/-15yrs.

BUDGET SUPPLEMENTAL FORM

Date: Dec. 13 2023		Department: LBFR	
From: Fire Chief B. Germscheid		Item name: Holmatro Penthelon Cutters (Jaws of Life)	
Amount: \$30,000.00	One time: <input type="checkbox"/>	Ongoing: * <input type="checkbox"/>	Rank: Med

DESCRIPTION

Battery operated cutters for use in auto extrication (auto-x). [Holmatro Penthelon Cutters](#)

RATIONALE

As vehicles become safer and more advanced the strength and capabilities of our tools need to increase as well. Modern vehicles are being made with stronger metals and designs that our current cutters struggle to cut through in order to extricate patients who are entrapped.

Cutters & Spreaders comprise the two components of what’s commonly known as the “Jaws of Life” and are the basics of tools needed for all auto-x and various other extrication tool requirements. Due to the cost of these tools, I am requesting funding for the “cutters” in the 2024 budget and will be requesting funding for the “spreaders” in the 2025 budget year.

LBFR is currently using Holmatro “Core” technology cutters and spreaders, they consist of a gas engine driving a hydraulic pump flowing fluid through hoses to the hydraulic tools. This set-up is functional but does not create the cutting/spreading forces needed in some instances and also requires more maintenance than the Penthelon electric tools.

FINANCIAL IMPLICATIONS

This request is for \$30,000.00 to replace/upgrade our auto-x “Cutter” capability, this request will be repeated in the following year to replace/upgrade our auto-x “Spreader” capability.

The service life for these tools are expected to be +/- 10yrs.

BUDGET SUPPLEMENTAL FORM

Date: December 13, 2023		Department: Lions Bay Fire Rescue	
From: Cpt. Mattie Gildenhuys		Item name: Member Housing Funding	
Amount: 50,000\$	Ongoing: <input checked="" type="checkbox"/>		Rank: Medium

DESCRIPTION

In an effort to attract new members and overcome the burden of high rents LBFR would like to supplement new members rental costs by \$300.00 - \$500.00 per month for the first 6 months of their joining LBFR.

RATIONALE

Our fire department plays a vital role in ensuring the safety and security of our community. It is comprised of men and women who put their time on the line every day to protect us from the devastating effects of fires, accidents, and other emergencies. However, the limited availability and exorbitant prices of housing in our area have created significant challenges for our firefighters and therefore our department.

80% of our department consists of young men and women who are aspiring firefighters. These individuals are highly educated and motivated and seeking valuable experience in their field. Their presence in our department greatly contributes to the excellent service we provide.

One unique aspect of our department is that these young firefighters must relocate to our community to be part of our department. This demonstrates their commitment and willingness to go the extra mile to achieve their goals, and in turn help our community.

The current housing situation has reached a point where it is becoming increasingly difficult for our firefighters to find affordable and suitable accommodation within a reasonable distance from our firehall. It is making it difficult for us to recruit new members, and retain the ones we have, as the cost of living here eventually proves to be too high.

By providing funding for housing, we can address this pressing issue and ensure that our firefighters have access to safe, affordable, and convenient housing options. This investment will not only benefit our firefighters but also enhance the overall efficiency and effectiveness of our fire department.

FINANCIAL IMPLICATIONS

Currently, we are requesting 50,000\$ budget per year. This funding could be utilized to establish affordable housing projects, and/or offer housing subsidies.

BUDGET SUPPLEMENTAL FORM

Date: Dec. 13 2023		Department: LBFR	
From: Fire Chief Germscheid		Item name: IC/Support Vehicle	
Amount: upto \$50,000.00	One time: * <input type="checkbox"/> Ongoing: <input type="checkbox"/>		Rank: Med/High

DESCRIPTION

Used 2012 or newer 4wd Crew Cab P/U Truck (preferred), 4wd SUV, or 4wd Van with all emergency traffic warning devices, lights and siren.

RATIONALE

This vehicle will have multiple uses, it will primarily be used by the Fire Chief or Senior Officer in Charge to enable them to respond directly to incidents, establish Incident Command and Incident Action Plans ahead of incoming apparatus facilitating safer and faster outcomes to emergency incidents.

Mutual Aid Agreements. LBFR is currently in discussions with both Britannia Fire Department and West Vancouver Fire Rescue with regards to Mutual Aid Agreements and in both cases a Chief Officer or Officer in Charge is to accompany crews when responding outside of their jurisdiction in response to a mutual aid request, having this vehicle will make this possible.

New Fire Engine/Pumper. New engine/pumper do not come with the seating capacity to hold the needed number of firefighters at some emergency incidents, LBFR Eng 62 seats 10 people and is to be replaced with a new Engine that only seats 6 people. This IC/Support vehicle will also be used to transport firefighters.

A Crew Cab 4wd P/U Truck is the preferred option because it gives the benefit of a separate cargo area for dirty/contaminated tools and equipment. When fighting fires of all kinds personal protective equipment (PPE) and equipment become contaminated with various contaminants and carcinogens, LBFR currently has to throw dirty gear into cabinets thus contaminating all the gear or it is placed into the passenger compartment of the apparatus further exposing firefighters to the carcinogens.



FINANCIAL IMPLICATIONS

This budget request is for up to \$50,000.00 for the purchase of a used 4wd Crew Cab P/U Truck and the installation of applicable radio and mobile CAD terminal. Insurance, fuel and maintenance would be additional financial costs needed to be carried year to year. I expect this vehicle to have a +/-10year service life from date of purchase.

BUDGET SUPPLEMENTAL FORM

Date: Jan 5, 2024		Department: Emergency Program	
From: EPC Phil Folkersen		Item name: Emergency Program Coordinator (EPC)	
Amount: \$10,000.00	One time: <input type="checkbox"/>	Ongoing: <input checked="" type="checkbox"/>	Rank: Med

DESCRIPTION

Funding to increase the available time for the EPC to complete duties. This will increase the annual budget to \$50,000 from its current \$40,000.

RATIONALE

Additional tasks that are required of the EPC:

- Responding to provincial requests for involvement in legislative changes.
- Co-chairing the Regional Emergency Planning Committee (Lower Mainland)
- Participating in regional emergency exercises
- Attendance at regional emergency meetings hosted by IPREM or EMCR.
- Preparation of UBCM grants for emergency program.

FINANCIAL IMPLICATIONS

This request is for an additional \$10,000 annually to complete EPC duties as per enhanced legislative requirements.

BUDGET SUPPLEMENTAL FORM

Date: Jan 5, 2024		Department: Emergency Program	
From: EPC Phil Folkersen		Item name: Hazard & Risk Assessment	
Amount: \$30,000.00	One time: <input type="checkbox"/>	Ongoing: <input checked="" type="checkbox"/>	Rank: Med

DESCRIPTION

Funding for a new emergency hazard and risk assessment.

RATIONALE

The 2023 provincial Emergency and Disaster Management Act requires a comprehensive emergency hazard identification and risk assessment completed for all municipalities. The village has never undergone an official provincially required risk assessment. This assessment is required to update the village emergency response plan and ensure that the plan meets regulatory requirements.

FINANCIAL IMPLICATIONS

This request is for \$30,000 to secure a consultant to conduct the hazard and risk analysis.

BUDGET SUPPLEMENTAL FORM

Date: Jan 5, 2024		Department: Emergency Program	
From: EPC Phil Folkersen		Item name: ESS Director Honourarium	
Amount: \$20,000.00	One time: <input type="checkbox"/>	Ongoing: <input checked="" type="checkbox"/>	Rank: Med

DESCRIPTION

An annual honourarium for the position of Director of Emergency Support Services (ESS)

RATIONALE

The current Director of ESS spends the equivalent of 8 hours per week on duties related to community ESS. The duties and responsibilities of this position have grown in recent years and are now beyond those of an unpaid volunteer.

The key ESS Director responsibilities include:

- Acts in a leadership role to oversee the Emergency Support Services Program and to ensure that all associated emergency plans are maintained and updated as appropriate.
- Supports, provides leadership, liaises, and collaborates with ESS volunteers, overseeing the selection, performance, recruitment, corrective measures, retention, and recognition of ESS volunteers in accordance with statutory requirements.
- Develops, facilitates, and evaluates the effectiveness of ESS educational material and presentations regarding various topics that include preparedness, response, and recovery planning for the community.
- Promotes public awareness of the ESS program and emergency preparedness and response planning through displays, presentations, and public meetings.
- Plans for, facilitates delivery of, and adjusts ESS training programs as required to meet all applicable regulations.
- Collaborates and communicates regularly with the Lions Bay Emergency Program Coordinator, Emergency Management and Climate Readiness (EMCR), and various organizations such as the Canadian Red Cross, Salvation Army, St. John Ambulance, and other NGO's to facilitate an effective and efficient ESS program.
- Supports the sourcing of ESS resources, such as lodging and materials with local suppliers, service providers, and other agencies.

Other duties include:

- Plans, develops, implements and evaluates programs and operations to improve emergency support services program delivery.
- Provides business and technical guidance to the Emergency Program Coordinator, relative to ESS and operational readiness and ensures appropriate communication with key stakeholders and community associations.
- Ensures ongoing leadership in the delivery of Emergency Support Services, acts as the primary point of contact for ESS with other emergency management agencies, service providers, volunteers, and volunteer organizations.
- Develops educational and resource materials for distribution/presentation to a variety of audiences, participates in, and facilitates, public presentations and leads staff/volunteer training and development.
- Supports the sourcing of ESS resources, such as lodging and materials with local suppliers, service providers, and other agencies.

The current ESS Director has also:

- Received critical Emergency Operations Center (EOC) training and can be used as a resource if required.
- Visited neighbouring municipalities to facilitate mutual aid agreements.

FINANCIAL IMPLICATIONS

This request is for \$20,000.00 to recognize the importance of this position and the person providing this integral service to the community.



Date: 5 January 2024	Item: PW2024.1		
From: KB	Project: Highway Tank replacement		
Amount: 1,000,000	One time: <input checked="" type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 3	Risk 3

DESCRIPTION

1960-era Highway Tank known from recent diver inspection to be failing from the inside, and floor is suspected to have significant leaks. Drain valve rusted shut. With advent of upsized Harvey Tank, 21,000 iG capacity is no longer required: today only serves as a break-head (pressure reduction) vessel.

AECOM 2016 preliminary design would see tank replaced with a PRV, housed in a kiosk alongside a replacement of the adjacent PRV 3.

Quotes for the necessary design work have been requested from ISL, AECOM and Corollo.

IMP recommendations 21, 52.

RATIONALE

- Delivery by mid-July will reduce leakage to help anticipated 2024 supply constraints
- Replacement with a PRV will provide better pressures, to address fireflow deficiencies on Lions Bay Ave (subject to redo on hydraulic model)
- Offers zone flow/leak metering for 2 major branches of the mains network
- Addresses compromised water quality and Coastal Health involvement from failing tank materials
- Removes an eyesore and offers future use of area as a dog park.

FINANCIAL IMPLICATIONS

\$25,000 budgeted in 2023 for design. \$1,000,000 estimate is educated guess for temporary units, demo of current tank, drop-in dual-PRV kiosk, instrumentation, reinstallation of screen.

Candidate for \$998,000 BC Growing Communities Fund grant to address “community’s unique infrastructure and amenity demands?”



Date: 5 January 2024	Item: PW2024.2		
From: KB	Project: End-Tidewater drainage		
Amount: 500,000	One time: <input checked="" type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 2	Risk 1

DESCRIPTION

Design and construction of 150 meters of pipe, including railway crossing (extent of required replacement to be confirmed by crawling and with CCTV). Repave full width of poor-moderate roadway. Crack seal and patch poor sections of roadway uphill of the culvert replacement.

IMP recommendation 47B

RATIONALE

Culvert is likely undermining along route and compromising sewer and watermain in area.

FINANCIAL IMPLICATIONS

Will get worse every year



Date: 5 January 2024	Item: PW2024.3			
From: KB	Project: Klatt Public Safety building renovation			
Amount: 499,000	One time: <input checked="" type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 1	Risk 2	Rank 3

DESCRIPTION

Reduced-scope for renovation of Klatt Public Safety building, previously approved, to be delivered by 31 Dec., project managed by PW.

Architect: Millenia, Russ Meiklejohn

M&E: Integral Group, Stuart Hood

CM: Harrier Construction, Andrew Oliver

RATIONALE

Previously rationised.

FINANCIAL IMPLICATIONS

100% grant funded.



Date: 5 January 2024	Item: PW2024.4				
From: KB	Project: Connector Project including Wayfinding Signage				
Amount: 429,333	One time: <input type="checkbox"/>	Ongoing: <input type="checkbox"/>	Impact 2	Risk 1	Rank 3

DESCRIPTION

A la carte options for Translink’s 75% grant-funded Walking Infrastructure to Transit (WITT) and Bicycle Infrastructure Capital Cost Sharing (BICCS) projects.

Existing design pulled by Council in late 2022, now being rescoped by citizen taskforce. Translink has assigned ISL Group, their captive engineering project group, as turnkey project managers (partially funded within grant).

RATIONALE

- Better public bus shelter
- Pedestrian access to LBBP

FINANCIAL IMPLICATIONS

Amount quoted represents full use of allocated funds at 75% grant funding, implying \$100,000 in taxpayer funding required. Given other demands this year, Municipality involvement here is necessarily minimal.



Date: 5 January 2024	Item: PW2024.5		
From: KB	Project: Magnesia intake reconstruction		
Amount: 333,333	One time: <input checked="" type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 3	Risk 1

DESCRIPTION

Reconstruct Magnesia Intake weir as a replica of successful Harvey weir to reducing clogging, improve organics separation, reduce servicing. Add adjacent settler/launder/raceway to drop out gravel and sand to allow poorly performing and difficult to service settling building to be abandoned. Carollo Engineers producing quote for design and construction management.

RATIONALE

Improve reliability of intake, which blocks frequently (sometimes twice a day in leaf season, at onset of heavy rains, and during freshette), or for weeks at a time if it occurs when PW is contrained by access safety weather windows.

Nature of pool hydraulics currently means that it freezes at quite high temperatures.

FINANCIAL IMPLICATIONS

Savings of PW hours ranging from 2 to 28 hours a week, often OT or double-OT.



Date: 5 January 2024	Item: PW2024.6						
From: KB	Project: Bridge deck joints						
Amount: 320,000	One time: <input checked="" type="checkbox"/>	Ongoing: <input type="checkbox"/>	<table border="1"> <tr> <td>Impact</td> <td>Risk</td> </tr> <tr> <td>2</td> <td>3</td> </tr> </table>	Impact	Risk	2	3
Impact	Risk						
2	3						

DESCRIPTION

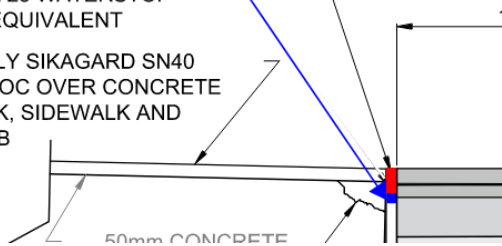
Bridge-deck joints connect the bridge to the road, allow tires to transition from one to the other, and provide for thermal expansion and contraction. Properly maintained bridge deck joints prevent premature deterioration and failure of the bridge. Visual and acoustic inspection of the joints of Lions Bay’s seven public road bridges indicate remediation is urgently required to:

25mm wide x 75mm deep

HOT-POURED RUBBERIZED SEALANT (OR SIKAFLEX JOINT SEALER)

SIKADUR HYDROTITE CJ-0725 WATERSTOP OR EQUIVALENT

APPLY SIKAGARD SN40 LO VOC OVER CONCRETE DECK, SIDEWALK AND CURB



Expose and reseal joints

- Repair concrete spalling and cracking on abutments, soffits and footings as needed
- Mill and fill asphalt on approaches
-

RATIONALE

Needed to extend the service life of Lions Bay’s seven public road bridges, and before rebar rots back so far that deck integrity is compromised. Neglect will lead to far more significant repair costs, while compromising safety.

FINANCIAL IMPLICATIONS

\$150,000 was approved for this project in 2022, but rescinded when the 325 Bayview bridge project expanded. Unit costs have increased significantly since then. Depending on extent of repair needed, this budget may not cover all bridges, but it will give an indication of how much more is required. Note that slumping SW approach of B01 (Lions Bay Ave. over Harvey Ck.) will be addressed in-house first, as soon as the lock-block retention structure design is produced by the assigned engineers (or others, if they don’t get a move on).



Date: 5 January 2024	Item: PW2024.7		
From: KB	Project: Design and construction of end-Mountain drainage culvert		
Amount: 200,000	One time: <input checked="" type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 2	Risk 2

DESCRIPTION

Existing underground concrete drainage pipe has deteriorated to the point that there is no bottom and a large sinkhole has formed in the Mountain cul-de-sac. Assume will require replacement of 40 meters of pipe, extent of required replacement to be confirmed with CCTV.

RATIONALE

Project approved for 2023. Repairs will only get more difficult as time goes on.

FINANCIAL IMPLICATIONS

\$150,000 approved in 2023 budget.



Date: 5 January 2024	Item: PW2024.8		
From: KB	Project: SCADA equipment updates, zone flow metering		
Amount: 205,000	One time: <input checked="" type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 3	Risk 3

DESCRIPTION

- New SCADA programmable logic controllers (PLCs) at Yard, Mag Plant, Harvey Plant, KG STP, spare (current PLCs run under Windows NT virtual machines)
- 5 clamp-on flow/leak zone meters (in addition to flowmeters now on Upper Bayview PRV, Mountain PRV, and on LBA/Southview and Islevue pressure zones for PW2024.1); connectivity by cellular modem if signal exists, or hardwire)
- Trial three inline chlorine monitoring stations in parallel with current hand sampling approach (connectivity by cellular modem if signal exists, or hardwire)
- Trial two models of premise meters (driveby reading) at Marina and School.

IMP recommendations 11, 4, 7, 57, 58

RATIONALE

- We must find 350,000 GPD in leakage before August 2024 and zone metering allows us to narrow down problem areas and track repairs. Premise metering will unequivocally quantify usage at presumed large consumers, and demonstrate commitment vital for upcoming grant opportunities.
- Spares are not available for PLCs (lightning strike of Summer 2023 almost did us in)
- Chlorine monitoring provides live warning of decreasing residuals at the ends of the network and allow us to confidently reduce complaints of excessive chlorine.

FINANCIAL IMPLICATIONS

20% sewer / 80% water.

\$100,000 already funded in 2023 budget



Date: 5 January 2024	Item: PW2024.9		
From: KB	Project: Design of watermain and drainage Oceanview Rd (215m)		
Amount: 150,000	One time: <input checked="" type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 3	Risk 2

DESCRIPTION

Design 215 m of watermain and drainage from 270 Oceanview to Highview, plus tie-ins to

- Main/drain on 415 m of Highview (design at \$80,000 and construction at \$100,000, which sounds low, approved in 2023)
- Main/drain of 90 m of Creekview (design and construction at \$225,000 approved in 2023)

IMP recommendation 8

RATIONALE

- The 1960s-era Oceanview cast iron main is beyond the end of its expected lifespan: rust nodules are likely the cause of fire flow deficiencies on Highview Place
- Given the drainage issues and visible slumping of Oceanview, it is believed mains joints themselves, as opposed to service lines, are a significant cause of leakage. This main needs to be replaced ASAP to ensure the safety and reliability of the water supply system; to get there we need a shovel-ready design.

FINANCIAL IMPLICATIONS

\$50,000 funded in 2023 budget



Date: 5 January 2024	Item: PW2024.10		
From: KB	Project: Pride Trail rebuild		
Amount: 70,000	One time: <input type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 3	Risk 2

DESCRIPTION

Extension of existing no-post retaining wall 15 m and placement of 1 m boulders along Pride Trail, per MOTI specification.

Council approval of waiver of Purchasing Policy provided by resolution in 2023, and contractor appointed.

RATIONALE

MOTI requirement for Trail-user safety

Formalise use of OLOG property

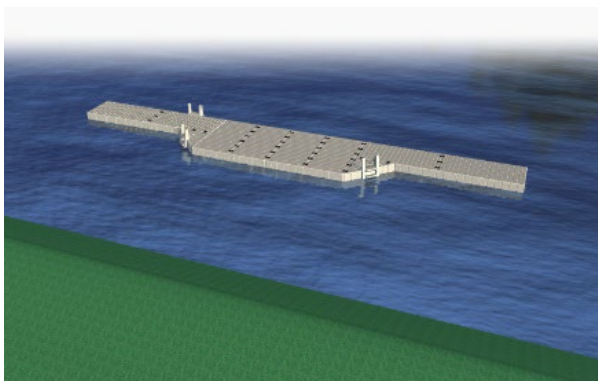
Trail will be widened to allow maintenance by PW skid-steer.

FINANCIAL IMPLICATIONS

100% funded by MOTI

Date: 5 January 2024	Item: PW2024.11		
From: KB	Project: LBBP - floating dock		
Amount: 50,000	One time: <input checked="" type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 3	Risk 2

DESCRIPTION



\$34,000: 65-foot long EZ-Dock product, with 3 ladders, grounding blocks and anchor attachments

\$16,000: 6 anchor blocks, shock line, mid-cable deadweights to manage 20' tidal range.

Expansion possible if proves successful

RATIONALE

- With recent unavailability of Marina to do the work at \$5000/cycle, logs and dock will cost \$16,000-20,000/year to put in and take out by barge. This product can be installed and removed by PW alone, even without a vehicle gate to the parking lot.
- Current barely floating slippery log boom near end of service
- Crush risk between heavy logs and dock

FINANCIAL IMPLICATIONS

Expected to last 20 years, with a 3 year ROI



Date: 5 January 2024	Item: PW2024.12		
From: KB	Project: Kuboda side-by-side utility vehicle		
Amount: 25,000	One time: <input checked="" type="checkbox"/> Ongoing: <input type="checkbox"/>	Impact 2	Risk 3

DESCRIPTION

Pending potential funding by HLOG of regrading, ditching and culverting of the Mag Intake access road as part of a Tunnel Bluffs Y toilets scheme, in lieu of utilising \$335,000 budgeted in 2023 to remediate the access road, purchase new Kuboda RTV-X diesel side-by-side utility vehicle to access Mag Intake. Unit would be stored inside Mag Plant fence.



RATIONALE

- Save wear and tear on trucks
- More likely to get through in heavy snow (as opposed to snowshoeing in)
- Trailer to LBBP service if Marina gate remains closed to us.

FINANCIAL IMPLICATIONS

Return \$315,000 to reserves, at least for now

Type	CAC Committee Recommendation		
Title	Infrastructure Projects Recommendation to Council for 2024 Budget Year.		
Author	Norm Barmeier	Reviewed By:	Neville Abbott
Date	Jan 08, 2023	Version	V3
Issued for	CotW Mtg January 09 and RCM January 23, 2024		

Recommendation:

THAT Council provide direction to staff with respect to the Climate Action Committee Projects Recommendation to Council for 2024 Budget Year as follows:

1. The CAC recommends Council approve budget on the hall heating upgrades using funds from the LGCAP program and left over funds from CARIP grant.
2. The CAC recommends Council approve budget to spend the BC Recycling funding on the establishment of a mini-recycling depot at the Lions Bay works yard.

Key Information:

The LGCAP funds - \$51k per year starting in 2023 (Staff to confirm)
 Estimate: \$150,000 over 3 years.

The CAC priority is getting the municipal hall heating system converted from heating oil to an electric air to air heat pump. The CAC is proposed a phase approach.

The first phase is replacing traditional heating oil with R100 Renewable Diesel Winter Blend which is expected to increase the total annual heating oil costs by roughly \$2,000-3,000 per year due to premium price of the R100 fuel.

While the furnace is running on R100 diesel for a season the CAC will work with staff can towards a detailed scope of work and tender package for the heating system replacement.

The second phase would be to replace the existing open wood burning fireplace with a certified and compliant wood burning fireplace to use as back-up heat in case of emergency, this is estimated to cost roughly \$10,000. This would allow for heating during a power outage and negate the need for an upgrade to the back-up generator. The existing back-up generator is sufficient to power the existing load but would not be able to power the supplemental electric heaters used in the new heat pump. The cost of a replacement diesel generator to support the existing load plus the new heat pumps is

estimated to be \$200,000 and deemed to be unnecessary because an alternative heating approach is available in the event of a power outage.

Replace the furnace with heat pumps for regular use which would require a power upgrade including new panels and a new or upsized service to the hall.

The budget for the heat pump retro fit is based on quotes for the heat pump replacement work and an estimate for the power upgrade:

Scope	Cost	Cost basis
200 Amp additional power	\$150,000	Estimate based on sit visit by electrical contractor.
Install 2 new heat pumps and remove 2 existing oil furnaces	\$44,518	Fixed quote based on site visit by vendor (2021 figures)
Optional: Window replacement in gym	\$30,620	Fixed quotes based on site visit by vendor (2021 figures)
Contingency	\$20,000	Uncertainty around power upgrade
TOTAL	\$245,138	Sum total including contingency
TOTAL with no window replacement	\$214,518	Sum total including contingency but excluding window replacement

BC Recycle program - \$25k per year, starting in 2022.

Under the program we are obligated to spend \$5k on education, the balance on other program aligned initiatives.

The CAC feels a priority project would be a mini recycling depot at the works yard.

Scope	Cost	Cost basis
Education	\$5,000	estimate
Staff time to attend to mini depot at works yard	\$7,500/year	Work Yard staff x 4 hours, \$300 for 4 hours on Saturday. 6 months/year. = \$7,500 (6 months covered by Bear Smart)
Recycle pick up from work yard	\$3,600/year	Recyclable pickup by third party - \$300 / month= \$3,600
2 additional recycling bins at trail heads	\$5,000 each	Cost estimate from previous staff.
Total annual costs	\$11,000/year	Manage mini recycling depot
Total one time capital cost	\$15,000	Education and 2 additional recycling bins.

Options to Pursue Desired Result:



(1) Approve budgets to allow staff to plan for detailed execution, detailed budget development, and project plan for final approval by council.

Communication Plan: residents have statutory prescribed access to budgetary deliberations which will be complied with, no additional requirements are necessary as long as these are observed in best practice.

Bridge - Previous Draft presented to CotW and Current Draft	
<i>Version 9</i>	
January 23, 2024 - Surplus (Deficit)	1,220,452
Parks - move Jetty to Capital Projects	100,000
Revenue - adjust for claims already made for grant	(100,366)
Administration - adjust amortization	(5,472)
Council - adjust remuneration for CPI	(505)
Public Works - reallocate parking meter costs to Bylaw	(25,750)
Bylaw - reallocate parking meter costs from Public Works	25,750
Misc	61
January 30, 2024 - Surplus (Deficit)	1,214,170

The table above reconciles Surplus (Deficit) from the draft budget provided to the Committee of the Whole on January 30, 2024 to current version provided for the February 6, 2024 Committee of the Whole meeting.

Schedule A
Consolidated Financial Plan 2024 - 2028

	2024	2025	2026	2027	2028
Revenues					
Taxation	1,945,796	2,059,295	2,179,603	2,307,130	2,442,309
Parcel Taxes	98,606	98,606	98,606	98,606	98,606
Infrastructure Levy	189,165	200,514	212,545	225,298	238,816
Utility Fees and Rates	1,411,021	1,481,572	1,555,650	1,633,433	1,715,104
Fees, Licenses and Permits	440,296	441,221	443,234	446,132	447,202
Grants	2,020,450	351,082	351,082	351,082	351,082
Proceeds from Borrowing	-	-	-	-	-
Net Proceeds from Land Sales	-	-	-	-	-
Other	258,830	263,519	269,066	275,352	278,655
Grand Total	6,364,163	4,895,808	5,109,787	5,337,032	5,571,775
Expenditures					
Amortization	776,438	1,032,761	1,219,566	1,269,441	1,305,441
General Government	1,121,045	1,099,376	1,125,660	1,152,745	1,153,758
Fire Services	381,577	375,907	383,016	390,403	398,075
Bylaw Services	173,268	177,561	181,804	186,162	190,619
Public Works	1,095,855	509,041	520,731	534,079	547,835
Planning and Development	48,268	49,369	50,500	51,662	52,856
Parks, Recreation and Facilities	342,938	322,127	329,084	337,318	345,755
Solid Waste	232,787	239,130	246,204	253,548	261,125
Sewer Fund	70,580	71,038	72,832	74,824	76,807
Water Fund	827,918	805,493	835,201	847,341	870,171
Interest Payments	79,319	76,534	75,359	74,693	57,678
Grand Total	5,149,993	4,758,337	5,039,959	5,172,216	5,260,119
Surplus/(Deficit)	1,214,170	137,471	69,828	164,816	311,656
Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on Tangible Capital Assets	776,438	1,032,761	1,219,566	1,269,441	1,305,441
MFA Actuarial Gain on Debt	(43,083)	(47,772)	(53,319)	(59,605)	(8,729)
Cash Surplus	1,947,525	1,122,460	1,236,075	1,374,652	1,608,368
Cash items NOT included in Annual Surplus (Deficit)					
Repayment of Debt Principal	(191,873)	(195,076)	(204,446)	(112,628)	-
Capital Expenditures	(6,420,219)	(7,755,000)	(1,675,000)	(2,245,000)	(125,000)
Transfer from Reserves	2,106	1,910	(287,143)	1,273,426	1,273,426
Transfer from (to) Reserves - Gas Tax Fund	-	650,000	-	-	-
Transfer to Reserves - Infrastructure Levy	(189,165)	(200,514)	(212,545)	(225,298)	(238,816)
Transfer to Reserves - WWTP	(98,606)	(98,606)	(98,606)	(98,606)	(98,606)
Financial Plan Balance	(4,950,232)	(6,474,826)	(1,241,665)	(33,455)	2,419,372

**Village of Lions Bay
2024 Draft Budget
Revenue**

Notes

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Taxation							
1	General Municipal Property Tax	1,580,768	1,683,675	1,784,814	1,784,571	1,891,646	107,074 6.0%
2	Infrastructure Levy	158,053	168,474	179,878	178,457	189,165	10,707 6.0%
3	Parcel Taxes	128,539	98,606	98,606	98,606	98,606	- 0.0%
4	Payments in lieu of taxes	46,200	47,466	55,826	47,466	54,150	6,684 14.1%
		1,913,560	1,998,221	2,119,124	2,109,101	2,233,566	124,466 5.9%
Utility Fees and Rates							
5	Water User Rates	952,878	1,000,524	1,048,665	1,050,548	1,103,076	52,527 5.0%
5	Sewer User Rates	74,444	78,166	82,123	82,075	86,178	4,104 5.0%
5	Solid Waste User Rates	200,997	201,149	211,576	211,206	221,767	10,560 5.0%
		1,228,319	1,279,840	1,342,364	1,343,829	1,411,021	67,191 5.0%
Fees, Licenses and Permits							
6	Building Permits	58,475	39,461	42,816	25,300	34,300	9,000 35.6%
7	Temporay Use Permits	-	2,250	(250)	2,500	1,500	(1,000) -40.0%
	Development Permits	1,000	250	-	500	-	(500) -100.0%
	Board Of Variance Application Fee	2,500	2,500	1,000	1,000	1,000	- 0.0%
8	Secondary Suite Surcharge Fees	26,952	22,551	17,178	26,388	18,498	(7,890) -29.9%
9	Other Permits	7,050	2,945	2,975	1,750	1,500	(250) -14.3%
	Recreation Programs	565	168	160	-	-	- n/a
10	Hall Rental	2,100	2,293	2,501	3,000	3,000	- 0.0%
	Boat Space Rentals	7,363	7,825	7,440	8,200	7,400	(800) -9.8%
11	Other Rentals	118	14,891	21,376	-	14,000	14,000 n/a
12	Rental Agree - BC Ambulance	28,333	28,333	19,597	28,333	28,333	- 0.0%
	Parking Fines	122,427	93,589	102,473	125,000	125,000	- 0.0%
	Parking Passes - Annual	2,720	6,880	4,948	5,600	5,100	(500) -8.9%
	Parking Meters	162,014	177,422	153,451	167,000	160,000	(7,000) -4.2%
	Dog Licences	3,130	3,535	2,940	3,500	3,500	- 0.0%
	Filming Revenue	11,000	11,190	8,240	8,000	8,000	- 0.0%
	Tree Cutting Applications	750	600	(125)	750	750	- 0.0%
	Tax Information Charges	2,940	1,530	55	2,000	500	(1,500) -75.0%
13	Miscellaneous (Recycle BC)	996	9,013	29,684	27,915	27,915	- 0.0%
		440,433	427,225	416,460	436,736	440,296	3,560 0.8%

**Village of Lions Bay
2024 Draft Budget
Revenue (Continued)**

Notes

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Grants							
Small Community Grant	300,000	381,000	298,000	295,000	295,000	-	0.0%
CWWF Grant	172,386	-	-	-	-	-	n/a
14 Investing in Canada Infrastructure Program	9,036	-	59,783	1,649,000	1,183,585	(465,415)	-28.2%
CN Railway Grant	51,912	-	28,199	-	-	-	n/a
15 Gas Tax Funding	121,170	62,053	32,615	62,053	-	(62,053)	-100.0%
16 Other Grants	77,947	77,702	1,089,069	30,000	541,865	511,865	1706.2%
	732,450	520,755	1,507,666	2,036,053	2,020,450	(15,603)	-0.8%
Other Revenue							
External Borrowing	-	-	-	-	-	-	n/a
Net Proceeds from Land Sales	430,186	-	-	-	-	-	0.0%
Prompt payment discounts	-	-	-	-	-	-	n/a
Fire Department Callouts Highway	11,353	12,490	13,455	11,000	13,000	2,000	18.2%
Donations to LB Fire Department	9,663	10,854	-	3,000	3,000	-	0.0%
Fire Fighter Day Revenue	4,646	12,376	-	18,000	18,000	-	0.0%
Tax Penalties and Interest	17,789	23,469	25,409	17,250	19,250	2,000	11.6%
MFA Actuarial Interest	34,201	38,561	-	42,524	43,083	559	1.3%
Bank Return on Investment	26,400	114,287	195,141	153,947	153,897	(50)	0.0%
Miscellaneous	11,117	60,102	6,976	18,000	8,000	(10,000)	-55.6%
Water/Sewer Connection Fees	7,894	1,800	-	600	600	-	0.0%
	553,249	273,938	240,981	264,321	258,830	(5,491)	-2.1%
Total Revenues	4,868,011	4,499,979	5,626,595	6,190,039	6,364,163	174,123	2.8%

Notes

1

General Municipal Property tax. A sensitivity analysis of property tax rate increases (in total, and per home based on an estimate of 596 homes) is as follows:

Tax Rate	Property Tax	\$Increase	\$Per Home
0%	1,784,571	-	-
3%	1,838,109	53,537	90
6%	1,891,646	107,074	180
9%	1,945,183	160,611	269
12%	1,998,720	214,149	359
15%	2,052,257	267,686	449

2024 Proposed tax rate increases	
Belcarra	8.0%
Bowen Island	9.5%
Vancouver	7.6%
Port Moody	8.4%
Coquitlam	8.9%
Squamish	8.9%
Whistler	8.2%
Sechelt	9.2%

Village of Lions Bay property tax increases

2020	2021	2022	2023
3.0%	3.0%	6.5%	6.0%

2

The infrastructure levy is calculated as 10% of General Municipal Property Tax

3

Parcel tax was approved by resolution of Council in prior years. This levy relates to amounts charged to 100 residents of Kelvin Grove that have access to Sewer. The Village paid for the construction of a waste water treatment plant (WWTP) and is recovering these costs from the residents that benefit from the WWTP as Parcel Tax

4

Payments in lieu of taxes relate to BC Hydro, Shaw and Telus that make an annual payment in lieu of general municipal, local improvement and regional district tax levies

5

Utility user rate increases

	2020	2021	2022	2023
Water	5.0%	3.0%	5.0%	5.0%
Sewer	0.0%	3.0%	5.0%	5.0%
Solid waste	4.0%	3.0%	0.0%	5.0%

6 Estimated with respect to trailing 3 year acutal average permits

7 Temporary Use Permits (TUP) relate to occupancies under 30 days. Issuance of TUP is sporadic and generally relates to such things as Air B&B

8 Secondary suite fees vary year to year based on usage in accordance with policy. Secondary suites utilized by a family member or fire-firefighter are not charged. There were 59 secondary suites declared in 2023 (2022 - 51), of which 20 were occupied by a firefighter or family member (2022 - 18). Fees are due December 31. 3 residents have not yet paid, resulting in the difference between 2022 and 2023 total fees.

9 Relates to dumpster, demolition, encroachment, driveway crossing fees

10 Relates to rental fees for Broughton Hall

11 Relates to rental of Klatt, Fire Pit, wildfire protection kit sales, wildfire protection service receipts

12 Rental payments from the Provincial Health Services Authority (PHSA). Lease terminates July 30, 2030.

13 Recycle BC

	Actual				Budget
	2020	2021	2022	2023	2024
Recycle BC revenues	-	-	7,083	28,510	26,400
Other	-	996	1,930	1,175	1,515
	-	996	9,013	29,685	27,915

*Decals, Community Garden...

14 Investing in Canada Infrastructure Program

Lions Bay Beach Park	724,534	(total cost \$1.7 million - 73% grant funded)
Klatt - Emergency Building and Retrofit	459,051	(100% grant funded)
	<u>1,183,585</u>	

Relates to renovation of Klatt building, and the Lions Bay Beach Park project (approved funding)

15 Program funding terminates March 2024

2023 Relates to Climate Action Program grant and Growing Communities Grant. 2024 incorporates Climate Action Program grant (\$51,082), Canada Day grant (\$4,950), FireSmart grant (\$100,000), Pride Trail grant (\$70,000) and Translink grant (\$315,833)

	Actual				Budget	
	2020	2021	2022	2023	2024	
FireSmart	-	-	-	38,200	100,000	
Canada Day	-	-	-	-	4,950	
MOTI	-	-	-	-	70,000	*Pride Trail
Provincial grants	76,822	76,211	26,620	999,787	-	*Growing communities
CARIP	1,125	1,736	-	-	-	
Translink	-	-	-	-	315,833	*Connector Project
Climate Action	-	-	51,082	51,082	51,082	
	77,947	77,947	77,702	1,089,069	541,865	

CARIP grant ended in 2022, and was replaced with the LGCAP grant. The amounts received are as follows:

Grant	Cumulative
CARIP (2016 - 2022)	6,804
LGCAP (2022 - 2023)	102,164
	108,968

**Village of Lions Bay
2024 Draft Budget
General Fund - Administration**

Notes

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Amortization	342,214	340,087	441,650	441,650	534,354	92,704	24.0%
2 Communications	63,346	55,300	93,814	68,000	70,040	2,040	3.0%
3 Fiscal Charges	21,324	27,751	14,911	19,150	19,328	178	0.8%
4 Insurance	42,188	48,119	43,649	56,133	57,206	1,073	2.2%
5 Internal Allocations	(53,500)	(53,500)	(65,216)	(65,216)	(67,825)	(2,609)	4.9%
6 Maintenance	9,218	18,601	4,504	13,485	9,890	(3,595)	-26.7%
7 Material, Supplies and Equipment	15,246	15,341	20,136	15,942	12,420	(3,522)	-17.7%
8 Professional Fees / Contract Services	85,381	182,878	207,150	192,067	165,500	(26,567)	-16.2%
9 Salaries and Benefits	624,895	869,817	581,101	606,792	676,385	69,593	11.3%
10 Sundry	2,743	3,162	1,127	3,850	3,918	68	1.8%
11 Training / Professional Development	8,901	10,883	9,215	11,750	18,103	6,353	54.1%
12 Utilities	1,936	1,818	1,352	2,000	2,060	60	3.0%
Total Expenditures	1,163,891	1,520,256	1,353,393	1,365,603	1,501,377	135,774	10.4%

Notes:

1 Budget estimated with respect to capital assets continuity schedule as of the current date

2

Consists of:

Postage & Courier
 Village Office Communications
 Photocopy / Printing
 Information Systems Ops & Mntc
 Website Dev & Maintenance
 Telephone

COMMUNICATIONS					
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
4,218	3,795	4,997	4,500	4,635	
2,388	665	732	2,500	2,575	
6,030	818	3,502	5,000	5,150	
39,996	41,769	64,990	47,000	48,410	
3,391	3,284	4,525	3,500	3,605	
7,324	4,970	15,069	5,500	5,665	
63,346	55,300	93,814	68,000	70,040	

*Sea to Sky Network Solutions
 *Upandup Studios
 *Telus, Ring Central, Sea to Sky

3

Consists of:

Bank Charges
 Parking Meter Fees
 Moneris Fees
 Other

FISCAL CHARGES					
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
5,620	5,759	3,247	2,750	2,833	
9,085	11,027	3,181	9,500	9,500	
6,429	10,338	8,483	6,500	6,695	
190	626	-	400	300	
21,324	27,751	14,911	19,150	19,328	

4

Municipal Insurance Association

5

Budget estimated with respect to prior year plus inflation

6

Consists of:

Village Office Maintenance
 Equipment Maintenance

MAINTENANCE					
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
7,448	16,685	3,578	11,985	8,345	
1,770	1,915	927	1,500	1,545	
9,218	18,601	4,504	13,485	9,890	

[a]

[a] Janitorial. 2022 was significantly higher due to the purchase of Inoization Kits and repairs to the furnace duct

7

Consists of:

Photocopier Lease Contract
 Office Supplies

MATERIALS, SUPPLIES, EQUIPMENT					
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
4,289	4,289	5,125	4,350	4,481	
10,957	11,052	15,010	11,592	7,940	
15,246	15,341	20,136	15,942	12,420	

Accompanying Notes

8

Consists of:

	PROFESSIONAL FEES / CONTRACT SERVICES					
	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
Legal Fees	29,119	81,136	107,482	80,000	80,000	[a]
Contract Services & Minute Taking	10,124	4,817	16,756	10,000	-	*Raincoast
Auditing	41,154	48,150	64,081	41,000	55,000	*BDO
Contract Services	4,983	48,775	18,831	61,067	30,500	[b]
	85,381	182,878	207,150	192,067	165,500	

[a]

	Legal Fees					
	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
Overholt Law LLP	-	52,747	46,248	-	-	*Employment
Lidstone & Company	29,119	28,389	39,233	-	-	*Planning, bylaw
Young Anderson Barristers and Solilcitors	-	-	17,019	-	-	*Employment, Permit, Litigation
Roper Greyell	-	-	4,982	-	-	*Employment
	29,119	81,136	107,482	80,000	80,000	

[b]

	Contract Services					
	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
Grant writing services	-	2,100	-	5,000	3,000	
Actuarial consulting	4,983	-	-	5,000	5,000	
Provincial advisors	-	-	-	30,000	-	
Building / equipment appraisals	-	13,430	-	5,267	22,500	
Asset management	-	33,245	-	15,800	-	
	4,983	48,775	-	61,067	30,500	

9

Consists of:

	SALARIES AND BENEFITS					
	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
Administrative Salaries	520,360	761,447	497,012	496,580	563,998	[a]
Benefits & Payroll Costs - Administrative	104,535	108,369	84,089	110,212	112,387	[a]
	624,895	869,817	581,101	606,792	676,385	

[a]

CAO	164,222	406,962	103,786	121,137	165,865	
CFO	135,000	160,915	136,156	158,698	162,969	
Municipal Accountant	95,732	101,653	118,532	100,181	103,093	[i]
Municipal Coordinantor	90,566	78,334	114,112	100,181	102,481	
Administrative assistant(s)	130,122	121,953	108,515	116,808	137,977	[ii]
Miscellaneous	9,253	-	-	9,786	4,000	[iii]
	624,895	869,817	581,101	606,792	676,385	

[i] 2023 includes vacation and sick payouts for previous municipal accountant

[ii] 2024 budgets for 1 full time administrative assistant, 1 part time

[iii] 2021 relates to vacation, sick time payouts

Accompanying Notes

10

Consists of:

Miscellaneous
 Miscellaneous
 Miscellaneous
 Govt updates - Publications

SUNDRY				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
839	1,122	1,127	1,000	1,030
58	-	-	750	773
1,560	1,755	-	1,600	1,600
285	285	-	500	515
2,743	3,162	1,127	3,850	3,918

*Coffee, milk ect...
 *Christmas
 *Municipal information Net.

11

Consists of:

Conventions
 Travel
 Courses
 Association Dues
 Association Dues
 Association Dues
 Staff Recruitment
 Courses

TRAINING / PROFESSIONAL DEVELOPMENT				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
-	-	-	500	6,515
459	629	215	750	773
4,985	5,980	1,457	6,000	6,180
451	544	820	1,000	1,030
510	510	520	750	773
1,476	1,600	1,836	1,500	1,545
1,020	1,620	4,367	1,250	1,288
-	-	-	-	-
8,901	10,883	9,215	11,750	18,103

*UBCM, GFOA
 *PADM - Capilano Collage
 *LGMA, GFOA, Dues
 *LGMA, GFOA, Dues
 *LGMA, GFOA, Dues
 *Job postings

12

BC Hydro

**Village of Lions Bay
2024 Draft Budget
General Fund - Public Works**

Notes

1
2
3
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10

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
Communications	14,782	14,980	11,197	15,250	15,708	458	3.0%
Interest Payments	9,923	10,743	16,158	12,514	10,460	(2,054)	-16.4%
Insurance	10,815	12,534	17,097	18,362	15,179	(3,183)	-17.3%
Internal Allocations	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	-	0.0%
Maintenance	247,624	372,974	729,497	367,889	560,907	193,018	52.5%
Material, Supplies and Equipment	47,359	49,591	40,653	46,750	49,153	2,403	5.1%
Professional Fees / Contract Services	-	52,984	6,162	30,500	186,500	156,000	511.5%
Salaries and Benefits	287,601	272,059	224,368	318,897	268,680	(50,217)	-15.7%
Training / Professional Development	9,433	4,978	-	6,500	6,695	195	3.0%
Utilities	7,355	7,856	7,163	7,800	8,034	234	3.0%
Total Expenditures	619,892	783,700	1,037,296	809,463	1,106,316	296,853	36.7%

Notes

Accompanying Notes

1

Consists of:

Telephone & Communications
Information Systems Operation & Mntc

COMMUNICATIONS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
10,491	8,879	9,880	9,100	9,373
4,291	6,102	1,317	6,150	6,335
14,782	14,980	11,197	15,250	15,708

[a]

[b]

[a] ECOMM radio costs, and cell phones

[b] Network support

2

Consists of:

Debenture Interest
Equipment financing

INTEREST PAYMENTS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
7,250	7,250	7,250	7,250	7,250
2,673	3,493	8,908	5,264	3,210
9,923	10,743	16,158	12,514	10,460

3

Consists of:

Insurance - Building
Insurance - Vehicles

INSURANCE				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
-	-	3,481	3,481	-
10,815	12,534	13,616	14,881	15,179
10,815	12,534	17,097	18,362	15,179

ICBC fleet insurance and Municipal Insurance Association vehicle breakdown insurance

4

Consists of:

Internal transfer (solid waste)
Internal transfer (water)

INTERNAL ALLOCATIONS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
(15,000)	(15,000)	(15,000)	(15,000)	(15,000)

Adjusting entry recorded at year end for allocations

Consists of:

Vehicle Operation & Maintenance
 Roads
 Street Lighting
 Street Signs
 Lane Marking
 CN Parking Lot Maintenance
 Parking Meter Costs
 Roads Winter Maintenance
 Railroad Crossings Maintenance
 Bridge Maintenance
 Drainage
 Works Building & Yard Maintenance
 Road Vegetation/Brush

MAINTENANCE					
	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
Vehicle Operation & Maintenance	11,054	42,917	29,620	26,500	105,295
Roads	21,002	6,117	331,895	20,000	20,600
Street Lighting	5,917	8,128	7,084	9,040	6,671
Street Signs	18,182	6,020	7,003	11,000	6,330
Lane Marking	-	593	-	15,000	15,450
CN Parking Lot Maintenance	2,619	2,644	3,000	2,500	2,500
Parking Meter Costs	12,748	18,442	26,352	25,000	-
Roads Winter Maintenance	17,156	20,692	8,946	20,500	20,500
Railroad Crossings Maintenance	126,039	21,798	7,200	13,800	22,000
Bridge Maintenance	-	229,151	289,388	195,849	332,000
Drainage	9,810	2,651	204	5,000	5,150
Works Building & Yard Maintenance	12,888	10,306	7,364	9,500	9,785
Road Vegetation/Brush	10,208	3,516	11,441	14,200	14,626
	247,624	372,974	729,497	367,889	560,907

[a]
 [b]
 *BC Hydro, Alta Lake
 [c]
 [d]
 *Salt
 [e]

[a]

CAT servicing
 Chevy truck service
 MATEC - annual inspection
 Tires
 Small equipment
 Commercial Truck - LED Lights
 Gas
 Tire change over
 Vehicle inspection and repair
 Water shortage contingency
 Other

Vehicle Operations and Maintenance					
	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
CAT servicing	-	-	10,813	-	-
Chevy truck service	-	663	3,787	-	-
MATEC - annual inspection	832	993	1,000	-	-
Tires	-	9,012	-	-	22,000
Small equipment	-	2,185	-	-	20,000
Commercial Truck - LED Lights	-	3,788	-	-	-
Gas	-	1,897	-	-	-
Tire change over	-	1,197	-	-	-
Vehicle inspection and repair	2,087	5,140	5,130	-	-
Water shortage contingency	-	-	-	-	36,000
Other	7,508	17,416	8,890	26,500	25,750
	10,427	42,291	29,620	26,500	103,750

- [b] Relates to roadbase, sand, dirt. 2021 included additional costs related to paving on Mountain and Brunswick. 2023 related to road paving on Oceanview
- [c] Relates to street signs, poles, bases
- [d] Relates to parking meter costs for Kelvin Grove, LBBP, Sunset and Bayview, which have been reallocated to Bylaw in 2024
- [e] Prior years relate to Bayview bridge rehabilitation. 2024 relates to bridge deck joints, replacement of timbers and railings installation

Accompanying Notes

6

Consists of:

Works Vehicles Fuel & Oil
 Small Tools & Equipment
 Health & Safety Supplies
 Shop

MATERIALS, SUPPLIES, EQUIPMENT				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
20,487	30,970	29,688	20,000	25,600
7,971	5,207	3,783	8,250	8,498
10,233	3,783	2,568	8,500	4,755
8,669	9,632	4,615	10,000	10,300
47,359	49,591	40,653	46,750	49,153

7

Consists of:

Contractors

PROFESSIONAL FEES, CONTRACT SERVICES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
-	52,984	6,162	30,500	186,500
-	52,984	6,162	30,500	186,500

[a]

[a] 2022 and 2023 related to CUBB and rail crossing work. 2024 budget for:

A&B Services, hydrant maintenance	36,000
Lions Bay Ave on Alberta bridge timbers replacement	17,000
Lions Bay Beach Park tree work	15,000
Crystal Falls Road resurfacing	50,000
Steps at municipal campus	24,000
Treatment plant flow meter recalibrations	10,000
Outside leak detection service	12,500
Phase IV/V access road ditch/plateau remediation	10,000
Public WiFi for app-only pay parking zones	12,000
	186,500

8

Consists of:

Works Salaries - Office
 Works Salaries - Shop
 Works Salaries - Equipment Maintenance
 Works Salaries - Roads
 Works Salaries - Culverts
 Works Salaries - Landscaping/Berms
 Benefits

SALARIES AND BENEFITS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
99,251	71,021	105,898	200,254	225,871
12,023	19,861	7,308	-	-
14,020	9,437	8,711	-	-
74,907	77,274	42,471	-	-
10,645	25,101	6,737	-	-
37,123	25,712	17,273	75,000	-
39,631	43,654	35,971	43,644	42,810
287,601	272,059	224,368	318,897	268,680

*30% of total works labour cost

9

Consists of:

TRAINING, PROFESSIONAL DEVELOPMENT				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
Travel	-	-	500	515
Association Dues	596	351	1,000	1,030
Courses Seminars & Workshop	8,837	4,627	5,000	5,150
	9,433	4,978	6,500	6,695

10

BC Hydro

**Village of Lions Bay
2024 Draft Budget
General Fund - Water**

Notes

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Amortization	197,394	191,468	207,926	207,926	205,884	(2,042)	-1.0%
2 Data Connectivity	3,941	11,085	12,866	11,075	21,407	10,332	93.3%
3 Interest Payments	68,076	67,555	67,954	67,954	67,954	-	0.0%
4 Insurance	42,287	39,769	49,218	49,218	50,202	984	2.0%
5 Maintenance	182,917	123,972	67,110	114,000	81,370	(32,630)	-28.6%
6 Materials, Supplies and Equipment	47,929	50,970	20,539	56,250	57,938	1,688	3.0%
7 Professional Fees / Contract Services	16,252	79,048	17,138	82,000	97,300	15,300	18.7%
8 Salaries and Benefits	331,500	347,128	292,870	382,980	408,340	25,360	6.6%
9 Sundry	17,128	18,010	16,103	18,500	19,375	875	4.7%
10 Training / Professional Development	3,332	5,956	2,256	5,750	5,923	173	3.0%
11 Utilities	12,109	12,205	17,009	16,250	16,738	488	3.0%
1 Internal Allocations	55,000	55,000	66,716	66,716	69,325	2,609	3.9%
Total Expenditures	977,866	1,002,165	837,705	1,078,619	1,101,755	23,136	2.1%

Notes

Water - Revenue	1,111,747
Water - Expenditures	1,101,755
Water - Surplus	9,991

Increase in		
Water Rate	Revenue	\$ Increase
5%	1,103,076	
6%	1,113,581	10,505
7%	1,124,086	10,505
8%	1,134,591	10,505
9%	1,145,096	10,505
10%	1,155,601	10,505

*A 1% increase in user rate equals \$10,505, or \$18.96 per home

Accompanying Notes

1 Adjusting entry posted at year end

2 **Consists of:**

Telephone & Communications
PRV Communications
Intake Communications

DATA CONNECTIVITY				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
3,941	3,859	6,978	3,900	4,017
-	5,275	4,797	5,275	15,433
-	1,951	1,091	1,900	1,957
3,941	11,085	12,866	11,075	21,407

*Telus
*Shaw
*Shaw

3 **Consists of:**

Debt
Debenture Int-MFA
Debenture Int-MFA
Interest - Issue 150 Bylaw 508 - PRV's
DRF Financing Expenses

INTEREST PAYMENTS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
1,573	1,239	895	895	895
40,600	40,600	40,600	40,600	40,600
14,518	14,518	14,518	14,518	14,518
11,940	11,940	11,940	11,940	11,940
(556)	(742)	-	-	-
68,076	67,555	67,954	67,954	67,954

*Brunswick \$114k loan
*Infrastructure \$1.4m loans
*Infrastructure \$460k loan
*PRV \$600k loan

4 Municipal Insurance Association - property insurance

5 **Consists of:**

Equipment Repair
Routine Op & Mntc Contract
Routine Op & Mntc Contract
Emergency & Repair
Phase IV/V Water System
Routine Op & Mntc Contract
Equipment Repair
Routine Op & Mntc Contract
Emergency and Repair
Reservoir / Intake Cleaning
SCADA Maintenance
Intake Maintenance
Hydrant Maintenance

MAINTENANCE				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
103	100	234	-	-
9,684	-	-	1,000	1,030
-	447	402	5,000	5,150
-	10,450	-	-	-
66,162	-	-	-	-
816	9,156	770	5,000	5,150
1,541	-	-	-	-
18,174	18,675	15,939	18,000	18,540
24,087	4,212	3,491	5,000	5,150
1,253	21,377	540	35,000	-
1,603	4,792	-	5,000	5,150
32,749	33,797	33,010	35,000	36,050
26,746	20,965	12,724	5,000	5,150
182,917	123,972	67,110	114,000	81,370

*PRV parts and maintenance
*PRV parts and maintenance
*Bayview watermain
*PRV parts and maintenance
*PRV parts and maintenance
*Bayview watermain
*Divers
*UV Reactor and maintenance
*Gate valve and parts

Accompanying Notes

6

Consists of:

Office Supplies
 Water Supplies and Materials - General
 Materials & Supplies
 Materials & Supplies
 Chlorine Treatment
 Materials & Supplies
 Materials & Supplies
 Water - Intakes - Supplies

MATERIALS, SUPPLIES, EQUIPMENT				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
182	205	-	-	-
462	142	362	750	773
5,611	6,580	1,160	5,000	5,150
3,311	7,142	92	3,500	3,605
12,177	20,798	16,144	15,000	15,450
-	-	-	5,000	5,150
25	5,345	2,069	2,000	2,060
26,162	10,756	712	25,000	25,750
47,929	50,970	20,539	56,250	57,938

*UV Sensors

7

Consists of:

Consultants
 Engineering
 Contractors
 Rock Slope Remediation
 Water Testing

PROFESSIONAL FEES, CONTRACT SERVICES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
2,000	-	-	2,000	27,000
-	49,703	9,130	35,000	35,000
6,513	2,162	-	5,000	5,000
-	21,150	-	30,000	20,000
7,739	6,033	8,008	10,000	10,300
16,252	79,048	17,138	82,000	97,300

[a]
 *CUBB - rebudgeted
 *Intakes, generators
 *Rock scaling
 *Metal content

[a] Increase in budget request relates to Hydrometric Analysis and Hydrology Data Collection

8

Consists of:

Works Salaries - Water
 Works Salaries - Water Intakes
 Works Salaries - STANDBY - ON CALL
 Water Projects - Harvey Creek
 Benefits & Payroll Costs - Water
 BC Employer Health Tax
 Benefits - WCB

SALARIES AND BENEFITS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
161,997	158,976	122,836	259,209	298,887
54,667	54,634	51,747	-	-
58,981	73,264	74,630	62,660	49,520
-	-	899	-	-
40,543	44,313	34,826	45,812	44,963
6,549	6,100	-	-	-
8,763	9,840	7,933	9,026	14,971
331,500	347,128	292,870	376,707	408,340

Accompanying Notes

	Public Works Salaries Total by Department						
	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget
Parks	165,673	164,268	170,288	164,260	189,715	107,102	209,312
Sewer	18,657	21,108	19,176	18,059	18,992	13,100	21,358
Solid Waste	-	2,851	-	-	3,738	-	8,543
Public Works	223,258	287,601	229,755	272,059	318,897	224,368	268,680
Water	363,521	331,500	374,761	347,128	376,707	292,870	408,340
	771,109	807,329	793,980	801,506	908,049	637,440	916,235

	Budget vs Actual Variance		
	2021	2022	2023
Parks	1,405	6,028	82,613
Sewer	(2,452)	1,117	5,892
Solid Waste	(2,851)	-	3,738
Public Works	(64,343)	(42,304)	94,530
Water	32,021	27,633	83,837
	(36,220)	(7,526)	270,609

9 Ministry of Forests - Licenses, permitting; Prompt payment discount

10 **Consists of:**

Water Course Certification
Association Dues

	TRAINING, PROFESSIONAL DEVELOPMENT				
	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
Water Course Certification	2,097	4,615	2,038	4,000	4,120
Association Dues	1,236	1,341	218	1,750	1,803
	3,332	5,956	2,256	5,750	5,923

11 BC Hydro

**Village of Lions Bay
2024 Draft Budget
General Fund - Parks**

Notes

1
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7

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
Grants	1,354	4,176	9,600	2,450	8,400	5,950	242.9%
Maintenance	57,849	59,984	81,281	63,950	72,554	8,604	13.5%
Material, Supplies and Equipment	24,866	57,128	12,700	34,000	28,020	(5,980)	-17.6%
Professional Fees / Contract Services	8,415	11,070	23,950	18,000	12,000	(6,000)	-33.3%
Beach wall stabilization	-	-	-	20,000	-	(20,000)	100.0%
Salaries and Benefits	187,334	164,268	107,102	189,715	209,312	19,597	10.3%
Sundry	5,193	6,670	3,727	3,133	3,383	250	8.0%
Training / Professional Development	552	-	-	-	-	-	0.0%
Utilities	7,382	8,187	7,529	9,000	9,270	270	3.0%
Total Expenditures	292,945	311,483	245,889	340,248	342,938	2,690	0.8%

Notes

Accompanying Notes

1

Consists of:

Grants (Events Committee)
 Lions Bay Trailblazers
 LB Native Plants Garden Expenditure
 Senior Circle
 Kelvin Grove Community Garden

GRANTS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
250	1,750	6,250	250	3,250
1,250	1,500	1,500	1,250	1,250
-	676	-	600	250
250	250	1,750	250	3,500
-	-	100	100	150
1,750	4,176	9,600	2,450	8,400

[a]

[b]

[a] Events committee - 2022 related to Canada Day, 2023 relates to entire calendar of events (Canada Day, Halloween, Easter ect...)

[b] Senior Circle - prior years related to liability insurance. 2023 includes grant for Hall Rental

2

Consists of:

Beach Park Maintenance
 Other Parks Maintenance
 Community Complex - Maintenance
 Facility Maintenance
 Parks Equipment Maintenance
 Other Parks Maintenance

MAINTENANCE				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
10,920	10,500	24,604	10,000	25,300
16,037	8,323	11,247	9,000	9,270
-	1,547	8,672	1,500	1,545
7,269	12,113	11,055	12,000	12,360
2,616	2,849	2,808	5,000	2,150
21,006	24,652	22,896	26,450	21,929
57,849	59,984	81,281	63,950	72,554

[a]

[b]

[c]

[d]

[a] Relates primarily to log removal. Additional request for \$15,000 in 2024 for tree work

[b] 2023 relates primarily to portapotty rentals at Magnesia and the school.

[c] 2023 includes emergency repairs at Broughton Hall; failed grinder pump and installation of new pump

[d] Relates to janitorial, air condition

3

Consists of:

Parks related materials/supplies/tools
 Litter and Garbage Control
 Parks - Supplies
 Parks - Plants
 Office Supplies

MATERIALS, SUPPLIES, EQUIPMENT				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
-	108	572	500	515
16,312	50,994	9,556	20,000	20,600
3,607	2,111	52	2,500	2,575
2,126	3,916	2,520	11,000	4,330
2,820	-	-	-	-
24,866	57,128	12,700	34,000	28,020

[a]

[a] 2022 included the purchase of Bearproof Garbage Bins

4 Relates to costs associated with Sea to Sky Invasive Species

5 Rebudget from 2023

6

Consists of:

Works Salaries - Parks

Benefits & Payroll Costs - Parks

Works Salaries - Facilities

SALARIES AND WAGES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
112,735	84,460	58,661	154,323	174,351
24,233	20,819	11,917	35,392	34,961
50,366	58,981	36,524	-	-
187,334	164,260	107,102	189,715	209,312

*Signage, hall setup ect..

7 Community Hall heating - BC Hydro

**Village of Lions Bay
2024 Draft Budget
General Fund - Fire**

Notes

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Communications	39,347	48,382	45,403	51,253	53,491	2,238	4.9%
2 Fiscal Charges	229	169	-	250	250	-	n/a
3 Interest Payments	1,698	1,307	679	905	905	-	0.0%
4 Insurance	13,287	14,535	19,843	19,858	20,255	397	2.0%
5 Maintenance	63,348	49,406	39,175	57,000	44,960	(12,040)	-30.7%
6 Material, Supplies and Equipment	65,126	65,035	108,383	95,700	99,491	3,791	3.5%
7 Professional Fees / Contract Services	3,470	27,716	-	-	-	-	n/a
8 Salaries and Benefits	145,114	123,638	145,653	161,604	143,753	(17,851)	-12.3%
9 Training / Professional Development	1,552	15,420	9,103	15,750	15,773	23	0.2%
10 Utilities	2,688	1,659	1,100	3,500	3,605	105	9.5%
	335,859	347,267	369,339	405,820	382,482	(23,338)	-6.3%

Notes

Accompanying Notes

1

Consists of:

Postage & Courier
 Telephone & Other Communication
 Dispatch Services
 Advertising & Promotions
 Fire Dept - Website & Internet
 Information Systems Ops & Mntc
 Firefighter Day Supplies
 Training Pit - Satellite
 Communications - Pit (new internet)
 Fire Department Donations

COMMUNICATIONS					
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
198	21	379	200	206	
3,166	3,084	1,495	3,000	3,090	*Telus
30,311	34,764	36,628	35,000	36,750	[a]
-	190	-	100	103	
103	-	2,224	103	106	*Sea to Sky Network Solutions
2,190	2,282	822	3,000	3,090	*Sea to Sky Network Solutions
836	6,758	2,806	8,500	8,755	
279	448	541	500	515	*Telus
765	835	607	850	876	*Telus
1,500	-	(100)	-	-	
39,347	48,382	45,403	51,253	53,491	

[a] E-Comm dispatch radio costs, annual dispatch operating charge (City of Surrey)

2

Consists of:

FD Bank Charges

FISCAL CHARGES					
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
229	169	-	250	250	

3

Consists of:

Interest - E-Comm Radios

INTEREST PAYMENTS					
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
1,698	1,307	679	905	905	

4

Consists of:

Insurance
 Insurance & Licences

INSURANCE					
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	
10,202	10,766	14,084	14,380	14,668	*Municipal Insurance Association
3,085	3,769	5,759	5,478	5,588	*ICBC - fleet insurance
13,287	14,535	19,843	19,858	20,255	

Accompanying Notes

5

Consists of:

	MAINTENANCE				
	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
Maintenance	1,917	261	259	2,000	1,000
Training pit maintenance	9,557	6,217	2,099	5,000	5,150
Rope Maintenance	1,892	2,118	1,258	3,500	2,000
SCBA maintenance	4,645	4,593	2,124	4,000	4,120
Holmatro maintenance	-	606	-	3,000	1,000
Interface Fire Equipment	2,681	771	2,675	3,000	3,090
Vehicle Servicing & Maintenance	24,850	23,507	23,806	20,000	20,600
Small Equipment Replacement/Repair	10,334	3,202	68	4,000	8,000
Emergency Building Fire Costs	7,471	8,132	6,887	7,500	-
Burn Building Maintenance	-	-	-	5,000	-
	63,348	49,406	39,175	57,000	44,960

*Supersave - containers

*Dynamic Rescue

*Irwin Air Ltd.

[a]

[b]

*2021 - gear, pump, generator

[a] Wasp kits cost \$2,675 and generated \$3,960 in revenue

[b] KJC contracting, North Yard Contracting - vehicle maintenance and inspections

6

Consists of:

	MATERIALS, SUPPLIES, EQUIPMENT				
	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
Uniforms	23,571	4,931	19,444	6,000	8,000
Office Supplies	331	946	1,648	1,500	1,545
Misc - Scene Lights	-	1,947	2,037	3,500	3,605
Protective Clothing	8,070	9,501	6,875	7,000	7,210
SCBA	11,260	19,880	24,845	30,000	30,000
Safety Equipment - FD	1,000	91	326	1,500	1,545
Supplies & Materials	1,723	4,982	21,160	13,200	13,596
Supplies-Pit training area	355	813	-	1,500	1,545
Hoses and Fittings	947	-	2,017	3,000	3,090
Misc - Training Meals	8,566	7,622	13,655	14,000	14,420
Miscellaneous PEP Expenses	-	-	-	-	-
Scrap Cars for Fire Training	923	2,317	5,583	4,000	4,120
Auto-Extrication	-	826	-	-	-
Supplies - Medical	4,976	11,067	7,562	7,000	7,210
Vehicle Fuel & Oil	3,404	113	3,230	3,500	3,605
	65,126	65,035	108,383	95,700	99,491

*2022 - 24 SCBA from Bunker Fire

[a]

*defibrillators, Citizens Services

*Diesel cost allocation

[a] Associated Fire Safety Equipment

	SUPPLIES & MATERIALS				
	-	-	7,294	-	-
	-	-	1,085	-	-
	1,723	4,982	308	13,200	13,596
	1,723	4,982	8,687	13,200	13,596

*SCBA flow test, shoulder flash

*Monthly Demurrage

*From 2021 miscellaneous

Accompanying Notes

7

Consists of:

Contract Services - Fire Study

PROFESSIONAL FEES / CONTRACT SERVICES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
3,470	27,716	-	-	-

*2022 - Silverback Treeworks

8

Consists of:

Fire Dept - Salaries
 Benefits & Payroll Costs - Fire
 BC Employer Health Tax
 Fire Admin - WCB
 Fire Admin - Honouraria
 Fire Volunteer Call-Outs
 Fire Volunteer - Shift Payments
 Benefits - Volunteers
 WCB Volunteers
 Public Works Salaries - Fire
 Benefits & Payroll Costs - PW Fire
 Public Works - Fire - WCB
 Fire Admin - Training Contract

SALARIES AND BENEFITS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
5,000	5,000	9,530	5,000	5,000
8,892	8,219	10,891	9,588	10,034
2,752	2,566	-	2,735	-
1,861	1,715	2,166	1,700	1,749
31,887	26,488	33,294	37,100	37,100
20,845	17,957	28,530	22,000	22,000
50,623	38,952	28,453	60,000	45,000
89	-	-	-	-
2,308	1,861	1,755	2,681	2,070
-	162	-	-	-
-	27	-	-	-
-	5	-	-	-
20,857	20,686	31,034	20,800	20,800
145,114	123,638	145,653	161,604	143,753

*Fire chief

9

Consists of:

Travel
 Courses & Seminars
 Association Dues
 Courses & Training

TRAINING AND PROFESSIONAL DEVELOPMENT				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
168	-	-	500	515
-	-	-	-	-
75	75	75	250	258
1,309	15,345	9,028	15,000	15,000
1,552	15,420	9,103	15,750	15,773

[a]

[a] Relates to Software training (MedTeq), Wildfire training (Fundamental Safety), EVO (Justice Institute of BC)

10

Consists of:

Utilities

UTILITIES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
2,688	1,659	1,100	3,500	3,605

**Village of Lions Bay
2024 Draft Budget
General Fund - Solid Waste**

Notes

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
Supplies and Education	947	1,500	1,508	6,500	6,825	325	5.0%
1 Collection Contract	55,845	57,868	62,104	59,372	61,153	1,781	3.0%
2 Recycle Removal Contract	55,580	53,866	47,846	60,292	62,101	1,809	3.0%
3 Green Waste Contract	70,879	73,203	73,073	76,719	79,021	2,302	3.0%
4 Salaries and Benefits	-	2,851	-	3,738	8,543	4,805	128.6%
Prompt payment discount	5,376	5,449	4,804	5,375	5,644	269	5.0%
5 Internal Allocations	9,500	9,500	9,500	9,500	9,500	-	0.0%
Total Expenditures	198,127	204,236	198,835	221,497	232,787	11,291	5.1%

Notes

Solid Waste - Revenue	244,716
Solid Waste - Expenditures	232,787
<u>Solid Waste - Surplus</u>	<u>11,929</u>

Increase in Solid Waste		
Rate	Revenue	\$ Increase
5%	221,767	
6%	223,879	2,112
7%	225,991	2,112
8%	228,103	2,112
9%	230,215	2,112
10%	232,327	2,112

*A 1% increase in user rate equals \$2,112, or \$3.89 per home

Accompanying Notes

1 Waste control services

2 Waste control services

3 Waste control services

4

Consists of:

Solid Waste Salaries
 Solid Waste Benefits
 Solid Waste WCB

SALARIES AND BENEFITS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
-	2,475	-	3,086	7,116
-	301	-	545	1,071
-	75	-	107	356
-	2,851	-	3,738	8,543

5 Year end adjusting entry

**Village of Lions Bay
2024 Draft Budget
General Fund - Bylaw**

Notes

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	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
Communications	2,357	2,571	3,153	2,700	2,781	81	3.0%
Material, Supplies and Equipment	14,619	16,731	11,333	19,050	44,849	25,799	135.4%
Professional Fees / Contract Services	6,082	5,938	6,977	6,200	7,250	1,050	16.9%
Salaries and Benefits	96,411	103,801	98,153	114,119	118,388	4,269	3.7%
Training / Professional Development	-	180	80	-	-	-	n/a
Total Expenditures	119,469	129,221	119,696	142,069	173,268	31,199	22.0%

Notes

Accompanying Notes

1

Consists of:

Telephone & Communication

COMMUNICATIONS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
2,357	2,571	3,153	2,700	2,781

*Telus, Sea to Sky Network

2024 budget reflects 2022 / 2023 actuals

2

Consists of:

Bylaw Uniforms

Vehicle Immobilizers

Bylaw - Parking software and meters

Bylaw - Parking Supplies

MATERIALS, SUPPLIES, EQUIPMENT				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
-	1,003	93	750	250
-	-	-	-	-
8,199	15,728	10,164	18,300	44,599
6,420	-	1,076	-	-
14,619	16,731	11,333	19,050	44,849

*Parking software costs

2024 budget reflects 2022 / 2023 actuals. 2024 budget includes reallocation of parking meter costs from Public Works to Bylaw (\$25,750)

3

Consists of:

Bylaw Enforcement Contract

Bylaw Collection Agency Fees

PROFESSIONAL FEES / CONTRACT SERVICES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
412	2,107	752	500	750
5,670	3,832	6,225	5,700	6,500
6,082	5,938	6,977	6,200	7,250

2024 budget reflects 2022 / 2023 actuals.

Relates to costs incurred with the District of Vancouver (Adjudication), and collections costs for overdue parking tickets

4

Consists of:

Bylaw Salaries

Benefits & Payroll Charges

SALARIES AND BENEFITS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
87,507	93,225	89,311	103,954	109,809
8,904	10,575	8,842	10,165	8,579
96,411	103,801	98,153	114,119	118,388

Currently budgeted based on 1 full time officer and 2 temporary seasonal officers

**Village of Lions Bay
2024 Draft Budget
General Fund - Sewer**

Notes

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	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
Amortization	36,200	36,200	36,200	36,200	36,200	-	0.0%
Communications	886	883	2,106	970	999	29	3.0%
Insurance	5,278	4,939	6,148	6,148	6,271	123	2.0%
Maintenance	27,732	31,119	23,736	43,500	29,355	(14,145)	-32.5%
Material, Supplies and Equipment	3,600	4,243	-	4,000	2,120	(1,880)	-47.0%
Professional Fees / Contract Services	-	-	-	-	-	-	n/a
Salaries and Benefits	21,108	18,059	13,100	18,992	21,358	2,367	12.5%
Sundry	2,340	2,689	2,012	2,225	2,326	101	4.6%
Training / Professional Development	-	2,329	900	2,000	1,060	(940)	-47.0%
Utilities	3,021	2,734	3,468	3,000	3,090	90	3.0%
Internal Allocations	4,000	4,000	4,000	4,000	4,000	-	0.0%
Total Expenditures	104,165	107,195	91,670	121,035	106,780	(14,255)	-11.8%

Notes

Sewer - Revenue	191,797
Sewer - Expenditures	106,780
Sewer - Surplus	85,017

Increase in Sewer Rate	Revenue	\$ Increase
5%	86,178	
6%	86,999	821
7%	87,820	821
8%	88,641	821
9%	89,462	821
10%	90,283	821

*A 1% increase in user rate equals \$821, or \$9.55 per home

1 Adjusting entry recorded at year end

2

Consists of:

Pump Out - Plant

Sewer Line Inspections

Outfall Monitoring & Maintenance

Equipment Repair

SCADA Maintenance

MAINTENANCE				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
23,755	22,755	23,615	25,000	25,750
-	4,281	-	15,000	-
1,153	208	121	500	515
2,824	3,876	-	2,500	2,575
-	-	-	500	515
27,732	31,119	23,736	43,500	29,355

*WWTP

*2022 - smoke testing

*WWTP parts, lubricants

3

Consists of:

Sewer General Operations - Supplies

MATERIALS, SUPPLIES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
3,600	4,243	-	4,000	2,120
3,600	4,243	-	4,000	2,120

*STP repair

4

Consists of:

Works Salaries - Sewer

Employees Benefits - Sewer

SALARIES AND BENEFITS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
17,602	14,793	11,300	15,429	17,791
3,506	3,266	1,800	3,562	3,567
21,108	18,059	13,100	18,992	21,358

5

2022 - WWTP training

6

BC Hydro

**Village of Lions Bay
2024 Draft Budget
General Fund - Council**

Notes

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	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
Council Communication	1,889	2,276	3,741	2,200	4,266	2,066	93.9%
Office Supplies	201	155	420	200	200	-	0.0%
Professional Services	760	-	-	3,000	-	(3,000)	-100.0%
Salaries and Benefits	51,906	53,202	54,454	57,082	57,967	885	1.5%
Council Funded Events	10,259	7,118	1,032	5,000	4,000	(1,000)	-20.0%
Election	-	13,286	13,528	15,000	6,500	(8,500)	-56.7%
Conferences and training	-	1,124	4,612	250	12,000	11,750	4700.0%
Association Dues / Memberships	1,441	1,559	2,068	1,450	1,494	44	3.0%
Travel	10	-	1,266	250	500	250	100.0%
Total Expenditures	66,872	80,080	81,121	84,432	86,926	2,494	3.0%

Notes

Accompanying Notes

1

Consists of:

Council Communication
Council Publications & Postage

COUNCIL COMMUNICATION				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
1,042	1,761	2,673	1,700	1,751
847	515	1,068	500	515
1,889	2,276	3,741	2,200	4,266

General expenses include a slight increase each year to account for inflation

2

Consists of:

Contract Services

PROFESSIONAL SERVICES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
760	-	-	3,000	-

3

Consists of:

Council Remuneration
BC Employer Health Tax
Benefits & Payroll Costs - Council

SALARIES AND BENEFITS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
49,897	50,576	51,733	54,366	56,215
982	978	-	1,063	-
1,027	1,648	2,721	1,653	1,752
51,906	53,202	54,454	57,082	57,967

Council remuneration reflects an increase based on the increase in CPI as per the Council Remuneration Bylaw. CPI for 2023 was 3.4% according to Stats Canada.

4

Consists of:

Council Funded Events
Council - Ceremonies/ Misc.
Volunteer Recognition

COUNCIL FUNDED EVENTS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
41	-	-	-	-
9,498	4,354	1,032	3,000	2,000
720	2,765	-	2,000	2,000
10,259	7,118	1,032	5,000	4,000

5

Budgeted amount in 2024 is to replenish election reserve which was drawn upon in 2023 to offset by-election costs

Accompanying Notes

6

Consists of:
Conferences
Training

CONFERENCES AND CONVENTIONS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
-	1,124	4,612	250	10,000
-	-	-	-	2,000
-	1,124	4,612	250	12,000

2024 budget includes estimated cost of attendance to UBMC convention by Council

7

Consists of:
Association Dues / Memberships

ASSOCIATION DUES, MEMBERSHIPS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
1,441	1,559	2,068	1,450	1,494

8

Consists of:
Travel

TRAVEL				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
10	-	1,266	250	500

**Village of Lions Bay
2024 Draft Budget
General Fund - Emergency Services**

Notes

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Communications	6,942	7,427	6,912	-	-	-	n/a
2 Search and Rescue	2,600	596	2,110	2,500	2,575	75	3.0%
3 Emergency Support Services (ESS)	4,093	13,569	7,874	15,000	10,000	(5,000)	-33.3%
4 Maintenance	5,537	18,617	7,235	7,495	6,225	(1,270)	-16.9%
5 Material, Supplies and Equipment	18,868	4,788	5,464	6,000	3,060	(2,940)	-49.0%
6 Professional Fees / Contract Services	-	25,900	41,903	40,000	45,000	5,000	12.5%
6 Salaries and Benefits	36,702	-	-	-	-	-	0.0%
Training / Professional Development	-	-	-	2,275	1,000	(1,275)	-56.0%
7 Utilities	1,059	3,198	998	1,200	1,236	36	3.0%
Total Expenditures	75,800	74,095	72,495	74,470	69,096	(5,374)	-7.2%

Notes

1

Consists of:

Emergency Building - Telephones
EOC - IT Costs
ESS - IT Costs

COMMUNICATIONS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
2,915	2,522	740	-	-
4,027	3,622	1,029	-	-
-	1,283	5,143	-	-
6,942	7,427	6,912	-	-

2024 budget reflects 2022 / 2023 actuals

2

Consists of:

Search and Rescue

SEARCH AND RESCUE				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
2,600	596	2,110	2,500	2,575

*Phones, cost sharing for Klatt Building

3

Consists of:

Lions Bay Emergency Program - ESS

EMERGENCY SUPPORT SERVICES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
4,093	13,569	7,874	15,000	10,000

4

Consists of:

Emergency Building Costs
Emergency Building - Ambulance Costs
Emergency Building EOC Costs

MAINTENANCE				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
1,648	17,530	1,515	3,495	2,105
3,889	1,088	5,720	4,000	4,120
-	-	-	-	-
5,537	18,617	7,235	7,495	6,225

[a]
[a]

[a] Relates to janitorial, pest control. Year end entry recorded to allocate Klatt building expenses to other departments

5

Consists of:

Supplies
COVID-19 Supplies

MATERIALS, SUPPLIES, EQUIPMENT				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
5,439	228	-	2,000	2,060
13,429	4,560	5,464	4,000	1,000
18,868	4,788	5,464	6,000	3,060

*Printers, Radio Cases
*Cleaning, Hotpacks, Masks, Sanitizer

6

Relates to emergency program coordinator fees

7

**Village of Lions Bay
2024 Draft Budget
General Fund - Building and Planning**

Notes

	2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Communications	2,272	4,559	759	4,250	4,378	128	3.0%
2 Professional Fees / Contract Services	20,205	11,868	6,588	10,423	8,676	(1,747)	-16.8%
3 Salaries and Benefits	31,938	27,270	25,896	20,076	30,992	10,916	54.4%
Sundry	414	520	-	750	773	23	3.0%
4 Training / Professional Development	642	692	1,887	3,350	1,451	(1,900)	-56.7%
5 Community planning	-	-	-	-	2,000	2,000	100.0%
	55,469	44,908	35,130	38,849	48,268	9,419	24.2%

Notes

Accompanying Notes

1

Consists of:

Building Inspector Communications
 Advertising
 Information Systems Ops & Mntc

COMMUNICATIONS				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
1,121	1,302	548	1,250	1,288
180	2,252	-	1,800	1,854
970	1,005	211	1,200	1,236
2,272	4,559	759	4,250	4,378

*Cell phone, phone line
 *Public notices (such as TUP)
 *Network maintenance

2

Consists of:

Building Inspection Contract Services
 Photocopies/Printing
 Community Planning Contract Services

PROFESSIONAL FEES, CONTRACT SERVICES				
2021 Actual	2022 Actual	2023 Actual	2023 Budget	2024 Budget
-	315	800	-	-
20	106	254	250	258
20,185	11,447	5,534	10,173	8,418
20,205	11,868	6,588	10,423	8,676

[a]

[a] Relates to:
 2022: Slope assessments, Surveying, Greenhouse Gas assessments. 2023: Slope assessment, and Surveying. 2021 was significantly higher due to a housing needs study.

3

Building inspector salary

4

Relates to courses and association dues

5

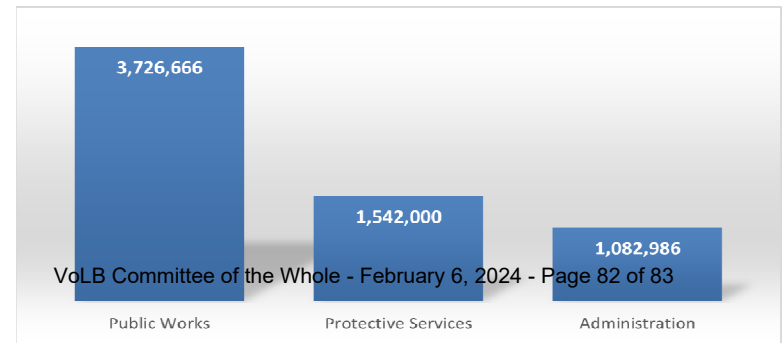
Contribution to OCP reserve

**Village of Lions Bay
2024 Budget
Proposed Capital Requests - Priority Listing**

Requests have been assigned a priority rating based on recommendations from the Fire Department, Public Works Department, Administrative Department and Infrastructure Committee as follows:

High
Medium
Low

	2024	Comment
FIRE - new fire truck	1,350,000	Consider debt financing
Lions Bay Beach Park Revitalization Project	988,002	Grant funded, must be completed in 2024
52A, 52B Highway Tank Replacement	1,000,000	New (\$100,000 included in previous budget)
SCADA equipment updates (20% sewer / 80% water), plus 5 flow/leak zone meters & 3 inline chlorine monitoring stations, connectivity for all	164,000	New (\$80,000 included in previous budget)
SCADA equipment updates (20% sewer / 80% water), plus 5 flow/leak zone meters & 3 inline chlorine monitoring stations, connectivity for all	41,000	New (\$20,000 included in previous budget)
Rescue 63 (Small engine) roll out tray, doors and cover to protect equipment	10,000	Previously taxed for
Klatt building - Neidermayer system	80,000	Previously taxed for
Kuboda Side by Side ATV for intake access	25,000	New
45, 46 End-Mountain drainage	285,000	New
LBBP - floating dock and walkway. Existing log boom costs	50,000	New
8 Survey & Design of Stormwater, Road, Water Main work on Oceanview Rd (215m)	150,000	New (\$50,000 included in previous budget)
pH adjustment to finished water	100,000	New
FIRE - SCBA new	32,000	New
FIRE -Forklift	40,000	New
FIRE - Electric Jaws of Life Cutters and Spreader	30,000	New
FIRE - Command Vehicle	50,000	New
FIRE - Furniture and Equipment after Klatt renovation	20,000	New
FIRE - Turnout Gear	10,000	New
Klatt building renovation	459,051	Grant funded, must be completed in 2024
Village Office Renovation	1,000	New
Village Office Furniture and Equipment	5,000	New
Village Hall Sound System Upgrade	7,500	New
47B End-Tidewater drainage	500,000	New
PW - Lions Bay Beach Park Jetty Repair	190,000	New
Connector project including wayfinding signage	429,333	New (grant funded 75%)
Pride Trail Rebuild	70,000	Grant funded, must be completed in 2024
Magnesia Intake	333,333	New
Total Capital Expenditures	6,420,219	
High	3,543,002	
Medium	700,000	
Low	2,177,217	
	6,420,219	



**Village of Lions Bay
2024 Budget
Capital Requests**

ID	IMP, if any	IMPACT	RISK	PROJECT	Estimated cost	Spent	Remaining Cost	Budgeted in		
								2023 and unspent	Grant funding remaining	2024 municipal funding required
FI2024.1				FIRE - new fire truck	1,350,000	-	1,350,000	-	-	1,350,000
CO2024.1	-	3	3	Lions Bay Beach Park Revitalization Project	1,069,486	81,484	988,002	-	724,534	263,468
PW2024.1	52A, 52B	3	3	Highway Tank replacement	1,000,000	-	1,000,000	100,000	-	900,000
PW2024.2	47B	2	1	End-Tidewater drainage	500,000	-	500,000	-	-	500,000
PW2024.3	-	1	2	Klatt Public Safety building renovation	499,420	40,369	459,051	-	459,051	-
PW2024.4	-	2	1	Connector Project including Wayfinding Signage	429,333	-	429,333	13,333	315,833	100,167
PW2024.5	-	3	1	Magnesia intake reconstruction	333,333	-	333,333	-	-	333,333
PW2024.7	45, 46	2	2	Design and construction of end-Mountain drainage SCADA equipment, 5 flow/leak zone meters & 3 inline chlorine monitoring stations, connectivity for all	285,000	-	285,000	-	-	285,000
PW2024.8	11, 4, 7, 57, 58	3	3	Design of watermain and drainage Oceanview Rd (215m)	205,000	-	205,000	100,000	-	105,000
PW2024.9	8	3	2	Lions Bay Beach Park - Jetty	150,000	-	150,000	50,000	-	100,000
PW2024.10	-	1	1	pH adjustment to finished water	190,000	-	190,000	20,000	-	170,000
CO2024.2	-	2	3	Klatt building - Neidermayer system	100,000	-	100,000	-	-	100,000
FI2024.2	-	2	2	Pride Trail rebuild	80,000	-	80,000	80,000	-	-
PW2024.10	-	1	3	FIRE - Command Vehicle	70,000	-	70,000	-	70,000	-
FI2024.3	-	1	1	LBBP - floating dock and barrier	50,000	-	50,000	-	-	50,000
PW2024.11	-	2	2	FIRE - Forklift/backhoe	50,000	-	50,000	-	-	50,000
FI2024.4	-	1	2	FIRE - SCBA new	40,000	-	40,000	-	-	40,000
FI2024.5	-	1	1	FIRE - Electric Jaws of Life Cutters and Spreader	32,000	-	32,000	-	-	32,000
FI2024.6	-	1	1	FIRE - Furniture and Equipment after Klatt renovation	30,000	-	30,000	-	-	30,000
PW2024.12	-	2	3	Rescue 63 (Small engine) roll out tray, doors and cover to protect equipment	25,000	-	25,000	-	-	25,000
FI2024.7	-	1	1	FIRE - Turnout Gear	20,000	-	20,000	-	-	20,000
FI2024.8	-	2	2	Village Hall Sound System Upgrade	10,000	-	10,000	10,000	-	-
FI2024.9	-	1	1	Village Office Furniture and Equipment	10,000	-	10,000	-	-	10,000
AD2024.1	-	1	2	Village Office Renovation	7,500	-	7,500	-	-	7,500
AD2024.2	-	1	1		5,000	-	5,000	-	-	5,000
AD2024.3	-	1	1		1,000	-	1,000	-	-	1,000
					6,542,072	121,853	6,420,219	373,333	1,569,418	4,477,468

Capital Cost Remaining	(6,420,219)
Grant funding remaining	1,569,418
Draw from reserves (previously taxed)	373,333
Draw from reserves (current)	3,127,468
Debt	1,350,000 Note [a]
	<u>0</u>

Note [a] MFA indicative lending rate for a 15 year term is 4.42%. Annual Payments are approximated as follows:

Interest	59,670
Principal	69,449
Total	129,119

A 1% tax increase generates \$17,845 in additional property taxes (\$30 per home, on average)
A \$129,119 repayment represents a 7.2% tax rate increase (\$215 per home on average)