



**COMMITTEE OF THE WHOLE MEETING  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, FEBRUARY 13, 2024, AT 6:00PM  
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. Public Participation**
- 4. Approval of Minutes of Prior Meetings**
  - A. Committee of the Whole Meeting – January 9, 2024 (*page 2*)
  - B. Committee of the Whole Meeting – May 9, 2023 (*page 5*)
  - C. Committee of the Whole Meeting – May 4, 2023 (*page 7*)
  - D. Committee of the Whole Meeting – December 8, 2022 (*page 10*)
- 5. Business Arising from the Minutes**
- 6. Unfinished Business**
  - A. Staff
    - i. 2024 Preliminary Budget (*page 15*)
- 7. New Business**
- 8. Public Questions and Comments**
- 9. 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: |  |
|--------------------------|--|



**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: |  |
|-----------------------------|--|

**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: |  |
|-----------------------------|--|



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: |  |
|---------------------------|--|

DRAFT

**BUDGET SUPPLEMENTAL FORM**

|  |   |  |                   |
|--|---|--|-------------------|
| <b>Date:</b> Dec. 13 2023              |   | <b>Department:</b> LBFR                    |                   |
| <b>From:</b> Fire Chief Germscheid     |   | <b>Item name:</b> Fire Engine              |                   |
| <b>Amount:</b> \$1,350,000.00<br>+ tax | <b>One time:</b> <input type="checkbox"/> | <b>Ongoing:</b> * <input type="checkbox"/> | <b>Rank:</b> 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](http://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 <span style="float: right;">▼</span> |                     |
|---|---------------------|
| 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         |
| <b>Total Principal</b>                            | <b>\$318,581.42</b> |
| <b>Total Estimated Interest</b>                   | <b>\$323,921.74</b> |
| <b>Total Estimated Cost</b>                       | <b>\$642,503.16</b> |
| 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 <span>▼</span>     |                |
|---------------------------------|----------------|
| 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    |
| <b>Total Principal</b>          | \$318,581.42   |
| <b>Total Estimated Interest</b> | \$323,921.74   |
| <b>Total Estimated Cost</b>     | \$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 <span>▼</span>     |                |
|---------------------------------|----------------|
| 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     |
| <b>Total Principal</b>          | \$202,885.35   |
| <b>Total Estimated Interest</b> | \$339,167.01   |
| <b>Total Estimated Cost</b>     | \$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**

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

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

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

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

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

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

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



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

**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?”



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

**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



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

**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.



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

**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.



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

**DESCRIPTION**

Reconstruct Magnesia Intake weir as a replica of successful Harvey weir to reducing clogging, improve organics separation, reduce servicing. Add adjacent settler/laundry/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 constrained 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.



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

**DESCRIPTION**

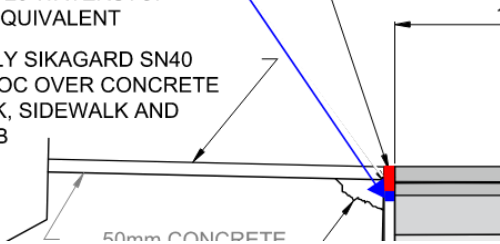
Bridge-deck joints connect the bridge to the road, allow tires to transition from one to the other, and provide for thermal expansion and contraction. Properly maintained bridge deck joints prevent premature deterioration and failure of the bridge. Visual and acoustic inspection of the joints of Lions 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).





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

**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.



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

**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



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

**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



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

**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.

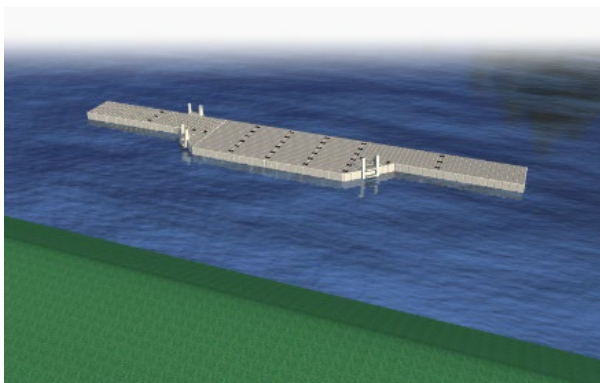
**FINANCIAL IMPLICATIONS**

100% funded by MOTI



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

**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



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

**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

|                   |  |                     |                         |
|-------------------|--|---------------------|-------------------------|
| <b>Type</b>       | <b>Committee Recommendation</b>  |                     |                         |
| <b>Title</b>      | <b>Infrastructure Projects Recommendation to Council for 2024 Budget Year.</b> |                     |                         |
| <b>Author</b>     | <b>Neville Abbott</b>  | <b>Reviewed By:</b> | <b>Anthony Greville</b> |
| <b>Date</b>       | <b>December 27, 2023</b>   | <b>Version</b>      | <b>V2</b>               |
| <b>Issued for</b> | <b>CotW Mtg January 09 and RCM January 23, 2024</b>                            |                     |                         |

**Recommendation:**

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

1. The I.C. recommends, as the top priority, Council approve budget on bridge end repairs.
2. The major unfunded project within the Village is the replacement of the Highway Water Storage Tank at the entrance to the Village below Cross Creek bridge.
3. The reconstruction of the Magnesia Creek Intake (or full rebuild) is the third priority the I.C. feels must be addressed in 2024.
4. The fourth priority for 2024 is the need to significantly up-date, if not replace, the aging SCADA hardware and software.
5. The fifth project the I.C. feels should proceed in 2024 can be split into two separate sub projects; namely the replacement of the 90 m of water main on Creekview Place and the design for the replacement of the water main along Highview Place.
6. The final recommended project for 2024 is the requirement to provide pH adjustment to the finished water.

**Attachments:**

- (1) Draft minutes from Infrastructure Committee meeting of December 14, 2023

**Key Information:**

The Infrastructure Committee has been working with the Public Works Manager to review the extensive list of required infrastructure projects while attempting to determine the top priorities for 2024. We have based our priority weightings on safety, infrastructure life expectancy, need and budget criteria.



As a committee, we wish to submit the following six (6) recommendations to Council as it prepares the public works budgets for 2024. After a full and lengthy discussion during our 14 December meeting, the I.C. settled on the following projects as those it feels the Village should budget for and complete in 2024.

i. The I.C. recommends, as the top priority, Council approves a budget for bridge repairs. Bridge deck joints are critical components of a bridge structure as they provide essential functions such as accommodating thermal movements, allowing for vehicular traffic, and ensuring the safety and durability of the bridge. Properly designed and maintained bridge deck joints can help prevent premature deterioration and failure of the bridge, ensuring its long-term performance and safety.

The cost of these repairs increases each year with further deterioration and escalation. The recommendation is that the Cross Creek Bridge be the first bridge deck joints to be repaired and the real cost of these repairs be confirmed.

A previous budget request in 2022 of \$150k proved to be insufficient and a subsequent \$320K budget for 2023 was proposed. It has been suggested some, or all, of these funds have been reallocated to other bridge repairs and the amount of funding available from previous budgets needs to be confirmed.

Once the Cross Creek Bridge has been repaired, with the knowledge obtained, the PWM will be able to assess how many of the 8 bridges can be repaired within the available budget. The IC could weigh in with a further recommendation if necessary.

ii. The major unfunded project within the Village is the replacement of the Highway Water Storage Tank at the entrance to the Village below Cross Creek bridge. The current plan is to replace the tank with 2 PRV stations to supply the lower Village. It is believed the Highway Tank is the source of much of the water losses currently experienced, and its replacement was originally scheduled as a part of the project to replace the Harvey WTP reservoir. This is an immediate need and a “must do” for 2024. This project is expected to cost approximately \$1 mm, with only \$100,000 currently allocated and unspent.

iii. The reconstruction of the Magnesia Creek Intake (or full rebuild) is the third priority the I.C. feels must be addressed in 2024. This project is also currently unfunded. A budget figure of \$100,000 has been suggested, but an allotment of \$250,000 should be made.

The current proposal is to emulate/improve on Harvey Intake design and, as far as possible, replicate the same at Magnesia Creek. There is proof of concept with a full-scale application in place on Harvey Creek. The basic design work has been completed; however, it will need



to be modified for Magnesia Creek. This is essentially a “reinforced concrete and steel plate” project, but the expense will be due to the difficult access getting materials to site etc.

iv. The fourth priority for 2024 is the need to significantly up-date, if not replace, the aging SCADA hardware and software. The PWM reports he cannot find spare parts for the hardware when it fails. An initial review by the I.C. has shown much of the hardware is now over 35 years old, and no longer serviceable. The SCADA system needs to be rebuilt from the ground up to be far more robust and meet current Village needs and industry specifications. Currently, the I.C. is in the process of defining and clarifying the real concerns and therefore the real requirements. It is expected a “Requirements Document” report will be available at mid year that will outline exactly what needs to be done with some attached costing. Currently there is \$100,000 of allocated money not yet spent on this project.

v. The fifth project the I.C. feels should proceed in 2024 can be split into two separate previously funded sub projects; namely the replacement of the 90 m of water main on Creekview Place and the replacement of the water main along Highview Place. The previously requested budget is \$225,000 for the design & installation of the Creekview Place project and \$100,000 for the design only for Highview Place.

It is the opinion of the I.C. that the work on Creekview should proceed in 2024, after a responsible estimate has been secured, and that a responsible estimate for the Highview Place project be obtained in 2024, with a view to completing this work in 2025.

vi. The final recommended project for 2024 is the requirement to provide pH adjustment (elevation in pH and alkalinity concentration) to the finished water to bring our potable water quality into compliance with the GCDWQ and to alleviate any corrosion potential in the distribution system and in private households.

As a consequence of the Flint, Mi scandal, in 2015 Health Canada revised the guidelines for pH in potable water, classifying the Lions Bay water as corrosive and requiring chemical adjustment. This work needs to be completed as soon as possible.

A previous estimate, in 2021, indicated the costing for 2 dry soda ash feeders (one for each WTP) would total \$100,000. The best option is to pursue the dry soda ash (sodium carbonate) as carbonate alkalinity is critical for corrosion mitigation, however, a less expensive option is to provide hydroxide alkalinity using a small positive displacement pump to inject liquid sodium hydroxide (caustic soda).



We trust that Council will review these Committee recommendations in a positive light as all are necessary and are but a very small number drawn from the project list on hand. Should Council members require any technical background, please do not hesitate to contact us and the respective expert will be happy to answer any questions.

**Options to Pursue Desired Result:**

- (1) Finance Staff to confirm unspent budget available from previous budgeting cycles for these items.
- (2) WYM to incorporate these recommendations into his Supplemental Budget Requests for 2024.
- (3) Council to consider these requests during the CotW (budget session) on 09 January.
- (4) CotW recommendations to be presented to RCM on 23 January for approval on a case-by-case basis or in entirety.

**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.

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

**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***Version 10*

|  |           |
|--|-----------|
| February 6, 2024 - Surplus (Deficit)         | 1,214,170 |
| Grant - local government legislative changes | 155,786   |
| Grant - UBCM Next Gen 911 funding            | 45,000    |

|                                       |           |
|---------------------------------------|-----------|
| February 13, 2024 - Surplus (Deficit) | 1,414,956 |
|---------------------------------------|-----------|

The table above reconciles Surplus (Deficit) from the draft budget provided to the Committee of the Whole on February 6, 2024 to current version provided for the February 13, 2024 Committee of the Whole meeting.

**Schedule A**  
**Consolidated Financial Plan 2024 - 2028**

|  | 2024               | 2025               | 2026               | 2027             | 2028             |
|--|--------------------|--------------------|--------------------|------------------|------------------|
| <b>Revenues</b>  |                    |                    |                    |                  |                  |
| 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   | 2,221,236          | 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          |
| <b>Grand Total</b>   | <b>6,564,949</b>   | <b>4,895,808</b>   | <b>5,109,787</b>   | <b>5,337,032</b> | <b>5,571,775</b> |
| <b>Expenditures</b>  |                    |                    |                    |                  |                  |
| 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           |
| <b>Grand Total</b>   | <b>5,149,993</b>   | <b>4,758,337</b>   | <b>5,039,959</b>   | <b>5,172,216</b> | <b>5,260,119</b> |
| <b>Surplus/(Deficit)</b>   | <b>1,414,956</b>   | <b>137,471</b>     | <b>69,828</b>      | <b>164,816</b>   | <b>311,656</b>   |
| <b>Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements</b> |                    |                    |                    |                  |                  |
| <b>Non-cash items included in Annual Surplus (Deficit)</b>                                     |                    |                    |                    |                  |                  |
| 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)          |
| <b>Cash Surplus</b>  | <b>2,148,311</b>   | <b>1,122,460</b>   | <b>1,236,075</b>   | <b>1,374,652</b> | <b>1,608,368</b> |
| <b>Cash items NOT included in Annual Surplus (Deficit)</b>                                     |                    |                    |                    |                  |                  |
| 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)         |
| <b>Financial Plan Balance</b>  | <b>(4,749,446)</b> | <b>(6,474,826)</b> | <b>(1,241,665)</b> | <b>(33,455)</b>  | <b>2,419,372</b> |

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

Notes

|                                   | 2021 Actual      | 2022 Actual      | 2023 Actual      | 2023 Budget      | 2024 Budget      | Increase<br>(Decrease) in<br>Budget | %       |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|-------------------------------------|---------|
| <b>Taxation</b>                   |                  |                  |                  |                  |                  |                                     |         |
| 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%   |
|                                   | <b>1,913,560</b> | <b>1,998,221</b> | <b>2,119,124</b> | <b>2,109,101</b> | <b>2,233,566</b> | 124,466                             | 5.9%    |
| <b>Utility Fees and Rates</b>     |                  |                  |                  |                  |                  |                                     |         |
| 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%    |
|                                   | <b>1,228,319</b> | <b>1,279,840</b> | <b>1,342,364</b> | <b>1,343,829</b> | <b>1,411,021</b> | 67,191                              | 5.0%    |
| <b>Fees, Licenses and Permits</b> |                  |                  |                  |                  |                  |                                     |         |
| 6 Building Permits                | 58,475           | 39,461           | 42,816           | 25,300           | 34,300           | 9,000                               | 35.6%   |
| 7 Temporary 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%    |
|                                   | <b>440,433</b>   | <b>427,225</b>   | <b>416,460</b>   | <b>436,736</b>   | <b>440,296</b>   | 3,560                               | 0.8%    |



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

Notes

14

15

16

|  | 2021 Actual      | 2022 Actual      | 2023 Actual      | 2023 Budget      | 2024 Budget      | Increase<br>(Decrease) in<br>Budget | %            |
|--|------------------|------------------|------------------|------------------|------------------|-------------------------------------|--------------|
| <b>Grants</b>                              |                  |                  |                  |                  |                  |                                     |              |
| Small Community Grant                      | 300,000          | 381,000          | 298,000          | 295,000          | 295,000          | -                                   | 0.0%         |
| CWWF Grant                                 | 172,386          | -                | -                | -                | -                | -                                   | n/a          |
| 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          |
| Gas Tax Funding                            | 121,170          | 62,053           | 32,615           | 62,053           | -                | (62,053)                            | -100.0%      |
| Other Grants                               | 77,947           | 77,702           | 1,089,069        | 30,000           | 742,651          | 712,651                             | 2375.5%      |
|  | <b>732,450</b>   | <b>520,755</b>   | <b>1,507,666</b> | <b>2,036,053</b> | <b>2,221,236</b> | <b>185,183</b>                      | <b>9.1%</b>  |
| <b>Other Revenue</b>                       |                  |                  |                  |                  |                  |                                     |              |
| 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%         |
|  | <b>553,249</b>   | <b>273,938</b>   | <b>240,981</b>   | <b>264,321</b>   | <b>258,830</b>   | <b>(5,491)</b>                      | <b>-2.1%</b> |
| <b>Total Revenues</b>                      | <b>4,868,011</b> | <b>4,499,979</b> | <b>5,626,595</b> | <b>6,190,039</b> | <b>6,564,949</b> | <b>374,909</b>                      | <b>6.1%</b>  |

**Notes**

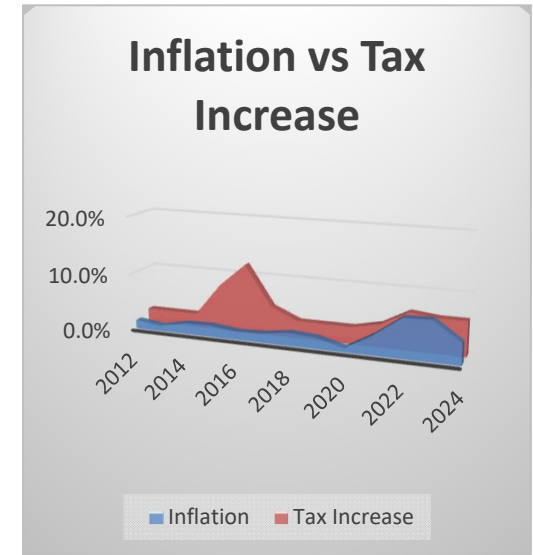
1 General Municipal Property tax. A sensitivity analysis of property tax rate increases (in total, and per home based on an estimate of 596 homes) is as follows:

| 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), Translink grant (\$315,833), UBCM grant for implementing next generation 911 (\$45,000), and Provincial grant to support implementation of housing initiatives (\$155,786).

|                             | Actual |        |        |           | Budget  |                    |
|-----------------------------|--------|--------|--------|-----------|---------|--------------------|
|                             | 2020   | 2021   | 2022   | 2023      | 2024    |                    |
| FireSmart                   | -      | -      | 26,620 | -         | 100,000 |                    |
| FCM - Asset Management      | -      | -      | -      | 37,360    | -       |                    |
| UBCM - Next Gen 911 Funding | -      | -      | -      | -         | 45,000  |                    |
| Canada Day                  | -      | -      | -      | -         | 4,950   |                    |
| MOTI                        | -      | -      | -      | -         | 70,000  | *Pride Trail       |
| Provincial grants           | 76,822 | 76,211 | -      | 1,000,627 | 155,786 | [a]                |
| CARIP                       | 1,125  | 1,736  | -      | -         | -       | [b]                |
| Translink                   | -      | -      | -      | -         | 315,833 | *Connector Project |
| Climate Action              | -      | -      | 51,082 | 51,082    | 51,082  | [b]                |
|                             | 77,947 | 77,947 | 77,702 | 1,089,069 | 742,651 |                    |

[a] 2023 relates to the growing communities grant. 2024 budget includes a grant for local government implementation of legislative changes to support housing initiatives. Funding to be used for such projects as updates to zoning bylaw, parking bylaw, Official Community Plan, Official Development Plan, Development Cost Charge Bylaw, Development Cost Levy, Housing Needs Report.

[b] 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 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    | Kuboda side-by-side ATV   | 30,000           | -              | 30,000           | -                | -                       | 30,000                          |
| PW2024.12 | -                | 2      | 3    | FIRE - Furniture and Equipment after Klatt renovation   | 25,000           | -              | 25,000           | -                | -                       | 25,000                          |
| FI2024.7  | -                | 1      | 1    | Rescue 63 (Small engine) roll out tray, doors and cover to protect equipment  | 20,000           | -              | 20,000           | -                | -                       | 20,000                          |
| FI2024.8  | -                | 2      | 2    | FIRE - Turnout Gear   | 10,000           | -              | 10,000           | 10,000           | -                       | -                               |
| FI2024.9  | -                | 1      | 1    | Village Hall Sound System Upgrade   | 10,000           | -              | 10,000           | -                | -                       | 10,000                          |
| AD2024.1  | -                | 1      | 2    | Village Office Furniture and Equipment  | 7,500            | -              | 7,500            | -                | -                       | 7,500                           |
| AD2024.2  | -                | 1      | 1    | Village Office Renovation   | 5,000            | -              | 5,000            | -                | -                       | 5,000                           |
| AD2024.3  | -                | 1      | 1    |   | 1,000            | -              | 1,000            | -                | -                       | 1,000                           |
|           |                  |        |      |   | <b>6,542,072</b> | <b>121,853</b> | <b>6,420,219</b> | <b>373,333</b>   | <b>1,569,418</b>        | <b>4,477,468</b>                |

|                                       |   |
|---------------------------------------|---|
| 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 <span style="color: green;">Note [a]</span> |
|                                       | <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         |
| <b>Total</b> | <b>129,119</b> |

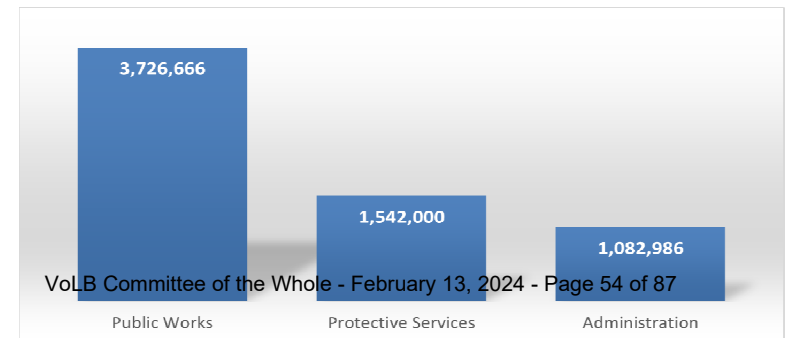
A 1% tax increase generates \$17,845 in additional property taxes (\$30 per home, on average)  
A \$129,119 repayment represents a 7.2% tax rate increase (\$215 per home on average)

# 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:

|               |
|---------------|
| <b>High</b>   |
| <b>Medium</b> |
| <b>Low</b>    |

|   | 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   |
| <b>Total Capital Expenditures</b>   | <b>6,420,219</b> |   |
| <b>High</b>   | <b>3,543,002</b> |   |
| <b>Medium</b>   | <b>700,000</b>   |   |
| <b>Low</b>  | <b>2,177,217</b> |   |
|   | <b>6,420,219</b> |   |



**Village of Lions Bay  
2024 Budget  
Reserves**

|                                       | Year | Statutory Reserves |           |           |           |               | Surplus        |             | Total       |
|---------------------------------------|------|--------------------|-----------|-----------|-----------|---------------|----------------|-------------|-------------|
|                                       |      | Infrastructure     | Capital   | Land      | Gas Tax   | Curly Stewart | Climate Action | General     |             |
| Opening Balance                       | 2021 | 463,362            | 644,526   | 265,336   | 602,634   | 10,627        | 6,804          | 3,163,006   | 5,156,295   |
| Increase (Decrease) in Surplus        |      | -                  | -         | -         | -         | -             | -              | (86,713)    | (86,713)    |
| Interest                              |      | 10,404             | 12,246    | 9,774     | 12,040    | 1,262         | -              | (45,726)    | -           |
| Transfers                             |      | 168,349            | -         | 498,213   | 62,053    | -             | 51,082         | (1,005,752) | (226,055)   |
| Ending Balance                        | 2022 | 642,115            | 656,772   | 773,323   | 676,727   | 11,889        | 57,886         | 2,024,815   | 4,843,527   |
| Increase (Decrease) in Surplus        |      | -                  | -         | -         | -         | -             | -              | 877,555     | 877,555     |
| Interest                              |      | 11,000             | 12,500    | 10,000    | 13,000    | 1,300         | -              | (47,800)    | -           |
| Transfers                             |      | 179,878            | -         | -         | 62,053    | -             | 51,082         | (293,013)   | -           |
| Ending Balance                        | 2023 | 832,993            | 669,272   | 783,323   | 751,780   | 13,189        | 108,968        | 2,561,557   | 5,721,082   |
| Increase (Decrease) in Surplus        |      | -                  | -         | -         | -         | -             | -              | 1,414,956   | 1,414,956   |
| Interest                              |      | 11,000             | 12,500    | 10,000    | 13,000    | 1,300         | -              | (47,800)    | -           |
| Transfers                             |      | 189,165            | -         | -         | -         | -             | 51,082         | (240,247)   | -           |
| Ending Balance                        | 2024 | 1,033,158          | 681,772   | 793,323   | 764,780   | 14,489        | 160,050        | 3,688,466   | 7,136,038   |
| <b>Capital expenditures</b>           |      |                    |           |           |           |               |                |             |             |
| Draw from reserves (previously taxed) |      | -                  | -         | -         | -         | -             | -              | (373,333)   | (373,333)   |
| Draw from reserves (current)          |      | (500,000)          | (250,000) | (250,000) | (400,000) | -             | -              | (1,727,468) | (3,127,468) |
| Ending Reserves                       |      | 533,158            | 431,772   | 543,323   | 364,780   | 14,489        | 160,050        | 1,587,665   | 3,635,237   |

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

Notes

|   | 2021 Actual      | 2022 Actual      | 2023 Actual      | 2023 Budget      | 2024 Budget      | Increase<br>(Decrease)<br>in Budget | %            |
|---|------------------|------------------|------------------|------------------|------------------|-------------------------------------|--------------|
| <b>Expenditures</b>                     |                  |                  |                  |                  |                  |                                     |              |
| 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%         |
| <b>Total Expenditures</b>               | <b>1,163,891</b> | <b>1,520,256</b> | <b>1,353,393</b> | <b>1,365,603</b> | <b>1,501,377</b> | <b>135,774</b>                      | <b>10.4%</b> |

**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:**

|                                   | <b>PROFESSIONAL FEES / CONTRACT SERVICES</b> |                    |                    |                    |                    |            |
|-----------------------------------|--|--------------------|--------------------|--------------------|--------------------|------------|
|                                   | <b>2021 Actual</b>                           | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |            |
| 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]

|   | <b>Legal Fees</b>  |                    |                    |                    |                    |                                 |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------------------|
|   | <b>2021 Actual</b> | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |                                 |
| 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]

|                                 | <b>Contract Services</b> |                    |                    |                    |                    |
|---------------------------------|--------------------------|--------------------|--------------------|--------------------|--------------------|
|                                 | <b>2021 Actual</b>       | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 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:**

|   | <b>SALARIES AND BENEFITS</b> |                    |                    |                    |                    |     |
|---|------------------------------|--------------------|--------------------|--------------------|--------------------|-----|
|   | <b>2021 Actual</b>           | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |     |
| 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 - Administration**

Notes

|   | 2021 Actual      | 2022 Actual      | 2023 Actual      | 2023 Budget      | 2024 Budget      | Increase<br>(Decrease)<br>in Budget | %            |
|---|------------------|------------------|------------------|------------------|------------------|-------------------------------------|--------------|
| <b>Expenditures</b>                     |                  |                  |                  |                  |                  |                                     |              |
| 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%         |
| <b>Total Expenditures</b>               | <b>1,163,891</b> | <b>1,520,256</b> | <b>1,353,393</b> | <b>1,365,603</b> | <b>1,501,377</b> | <b>135,774</b>                      | <b>10.4%</b> |

**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:**

|                                   | <b>PROFESSIONAL FEES / CONTRACT SERVICES</b> |                    |                    |                    |                    |            |
|-----------------------------------|--|--------------------|--------------------|--------------------|--------------------|------------|
|                                   | <b>2021 Actual</b>                           | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |            |
| 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]

|   | <b>Legal Fees</b>  |                    |                    |                    |                    |                                 |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------------------|
|   | <b>2021 Actual</b> | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |                                 |
| 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]

|                                 | <b>Contract Services</b> |                    |                    |                    |                    |
|---------------------------------|--------------------------|--------------------|--------------------|--------------------|--------------------|
|                                 | <b>2021 Actual</b>       | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 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:**

|   | <b>SALARIES AND BENEFITS</b> |                    |                    |                    |                    |     |
|---|------------------------------|--------------------|--------------------|--------------------|--------------------|-----|
|   | <b>2021 Actual</b>           | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |     |
| 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 - Water**

Notes

|   | 2021 Actual    | 2022 Actual      | 2023 Actual    | 2023 Budget      | 2024 Budget      | Increase (Decrease) in Budget | %           |
|---|----------------|------------------|----------------|------------------|------------------|-------------------------------|-------------|
| <b>Expenditures</b>                     |                |                  |                |                  |                  |                               |             |
| 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%        |
| <b>Total Expenditures</b>               | <b>977,866</b> | <b>1,002,165</b> | <b>837,705</b> | <b>1,078,619</b> | <b>1,101,755</b> | <b>23,136</b>                 | <b>2.1%</b> |

**Notes**

|                        |              |
|------------------------|--------------|
| Water - Revenue        | 1,111,747    |
| Water - Expenditures   | 1,101,755    |
| <b>Water - Surplus</b> | <b>9,991</b> |

| 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 \$17.62 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  
\*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 Hydraulgy 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**

|              | <b>Public Works Salaries Total by Department</b> |                    |                    |                    |                    |                    |                    |
|--------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|              | <b>2021 Budget</b>                               | <b>2021 Actual</b> | <b>2022 Budget</b> | <b>2022 Actual</b> | <b>2023 Budget</b> | <b>2023 Actual</b> | <b>2024 Budget</b> |
| 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            |

|              | <b>Budget vs Actual Variance</b> |             |             |
|--------------|----------------------------------|-------------|-------------|
|              | <b>2021</b>                      | <b>2022</b> | <b>2023</b> |
| 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

|                            | <b>TRAINING, PROFESSIONAL DEVELOPMENT</b> |                    |                    |                    |                    |
|----------------------------|---|--------------------|--------------------|--------------------|--------------------|
| <b>Consists of:</b>        | <b>2021 Actual</b>                        | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 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  
2  
3  
4  
5  
6  
7

|                                       | 2021 Actual    | 2022 Actual    | 2023 Actual    | 2023 Budget    | 2024 Budget    | Increase<br>(Decrease) in<br>Budget | %           |
|---------------------------------------|----------------|----------------|----------------|----------------|----------------|-------------------------------------|-------------|
| <b>Expenditures</b>                   |                |                |                |                |                |                                     |             |
| 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%        |
| <b>Total Expenditures</b>             | <b>292,945</b> | <b>311,483</b> | <b>245,889</b> | <b>340,248</b> | <b>342,938</b> | <b>2,690</b>                        | <b>0.8%</b> |

**Notes**

**Accompanying Notes**

1

**Consists of:**

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

| <b>GRANTS</b>      |                    |                    |                    |                    |     |
|--------------------|--------------------|--------------------|--------------------|--------------------|-----|
| <b>2021 Actual</b> | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |     |
| 250                | 1,750              | 6,250              | 250                | 3,250              | [a] |
| 1,250              | 1,500              | 1,500              | 1,250              | 1,250              |     |
| -                  | 676                | -                  | 600                | 250                |     |
| 250                | 250                | 1,750              | 250                | 3,500              | [b] |
| -                  | -                  | 100                | 100                | 150                |     |
| <b>1,750</b>       | <b>4,176</b>       | <b>9,600</b>       | <b>2,450</b>       | <b>8,400</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

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

[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

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

[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<br>(Decrease)<br>in Budget | %            |
|---|----------------|----------------|----------------|----------------|----------------|-------------------------------------|--------------|
| <b>Expenditures</b>                     |                |                |                |                |                |                                     |              |
| 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%         |
|   | <b>335,859</b> | <b>347,267</b> | <b>369,339</b> | <b>405,820</b> | <b>382,482</b> | <b>(23,338)</b>                     | <b>-6.3%</b> |

**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:**

|                                    | <b>MAINTENANCE</b> |                    |                    |                    |                    |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                                    | <b>2021 Actual</b> | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 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              | -                  |
|                                    | <b>63,348</b>      | <b>49,406</b>      | <b>39,175</b>      | <b>57,000</b>      | <b>44,960</b>      |

\*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:**

|                              | <b>MATERIALS, SUPPLIES, EQUIPMENT</b> |                    |                    |                    |                    |
|------------------------------|---------------------------------------|--------------------|--------------------|--------------------|--------------------|
|                              | <b>2021 Actual</b>                    | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 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              |
|                              | <b>65,126</b>                         | <b>65,035</b>      | <b>108,383</b>     | <b>95,700</b>      | <b>99,491</b>      |

\*2022 - 24 SCBA from Bunker Fire

[a]

\*defibrillators, Citizens Services

\*Diesel cost allocation

[a] Associated Fire Safety Equipment

|  | <b>SUPPLIES &amp; MATERIALS</b> |                    |                    |                    |                    |
|--|---------------------------------|--------------------|--------------------|--------------------|--------------------|
|  | <b>2021 Actual</b>              | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
|  | -                               | -                  | 7,294              | -                  | -                  |
|  | -                               | -                  | 1,085              | -                  | -                  |
|  | 1,723                           | 4,982              | 308                | 13,200             | 13,596             |
|  | <b>1,723</b>                    | <b>4,982</b>       | <b>8,687</b>       | <b>13,200</b>      | <b>13,596</b>      |

\*SCBA flow test, shoulder flash

\*Monthly Demurrage

\*Rental of miscellaneous equipment

VolB Contribution of the Whole to the Quarterly Report

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<br>(Decrease) in<br>Budget | %           |
|----------------------------|----------------|----------------|----------------|----------------|----------------|-------------------------------------|-------------|
| <b>Expenditures</b>        |                |                |                |                |                |                                     |             |
| 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%        |
| <b>Total Expenditures</b>  | <b>198,127</b> | <b>204,236</b> | <b>198,835</b> | <b>221,497</b> | <b>232,787</b> | <b>11,291</b>                       | <b>5.1%</b> |

**Notes**

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

| Increase in<br>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 \$3.54 per home

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

1  
2  
3  
4

|                                       | 2021 Actual    | 2022 Actual    | 2023 Actual    | 2023 Budget    | 2024 Budget    | Increase<br>(Decrease) in<br>Budget | %            |
|---------------------------------------|----------------|----------------|----------------|----------------|----------------|-------------------------------------|--------------|
| <b>Expenditures</b>                   |                |                |                |                |                |                                     |              |
| 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          |
| <b>Total Expenditures</b>             | <b>119,469</b> | <b>129,221</b> | <b>119,696</b> | <b>142,069</b> | <b>173,268</b> | <b>31,199</b>                       | <b>22.0%</b> |

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

1  
2  
3  
4  
5  
6  
1

|                                       | 2021 Actual    | 2022 Actual    | 2023 Actual   | 2023 Budget    | 2024 Budget    | Increase (Decrease) in Budget | %             |
|---------------------------------------|----------------|----------------|---------------|----------------|----------------|-------------------------------|---------------|
| <b>Expenditures</b>                   |                |                |               |                |                |                               |               |
| 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%          |
| <b>Total Expenditures</b>             | <b>104,165</b> | <b>107,195</b> | <b>91,670</b> | <b>121,035</b> | <b>106,780</b> | <b>(14,255)</b>               | <b>-11.8%</b> |

**Notes**

|                        |               |
|------------------------|---------------|
| Sewer - Revenue        | 191,797       |
| Sewer - Expenditures   | 106,780       |
| <b>Sewer - Surplus</b> | <b>85,017</b> |

| 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:**

| MAINTENANCE                      |             |             |             |             |             |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|
|                                  | 2021 Actual | 2022 Actual | 2023 Actual | 2023 Budget | 2024 Budget |
| Pump Out - Plant                 | 23,755      | 22,755      | 23,615      | 25,000      | 25,750      |
| Sewer Line Inspections           | -           | 4,281       | -           | 15,000      | -           |
| Outfall Monitoring & Maintenance | 1,153       | 208         | 121         | 500         | 515         |
| Equipment Repair                 | 2,824       | 3,876       | -           | 2,500       | 2,575       |
| SCADA Maintenance                | -           | -           | -           | 500         | 515         |
|                                  | 27,732      | 31,119      | 23,736      | 43,500      | 29,355      |

\*WWTP  
\*2022 - smoke testing  
\*WWTP parts, lubricants

3

**Consists of:**

| MATERIALS, SUPPLIES                 |             |             |             |             |             |
|-------------------------------------|-------------|-------------|-------------|-------------|-------------|
|                                     | 2021 Actual | 2022 Actual | 2023 Actual | 2023 Budget | 2024 Budget |
| Sewer General Operations - Supplies | 3,600       | 4,243       | -           | 4,000       | 2,120       |
|                                     | 3,600       | 4,243       | -           | 4,000       | 2,120       |

\*STP repair

4

**Consists of:**

| SALARIES AND BENEFITS      |             |             |             |             |             |
|----------------------------|-------------|-------------|-------------|-------------|-------------|
|                            | 2021 Actual | 2022 Actual | 2023 Actual | 2023 Budget | 2024 Budget |
| Works Salaries - Sewer     | 17,602      | 14,793      | 11,300      | 15,429      | 17,791      |
| Employees Benefits - Sewer | 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

1  
2  
3  
4  
5  
6  
7  
8

|                                | 2021 Actual   | 2022 Actual   | 2023 Actual   | 2023 Budget   | 2024 Budget   | Increase<br>(Decrease) in<br>Budget | %           |
|--------------------------------|---------------|---------------|---------------|---------------|---------------|-------------------------------------|-------------|
| <b>Expenditures</b>            |               |               |               |               |               |                                     |             |
| Council Communication          | 1,889         | 2,276         | 3,741         | 2,200         | 2,266         | 66                                  | 3.0%        |
| 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%      |
| <b>Total Expenditures</b>      | <b>66,872</b> | <b>80,080</b> | <b>81,121</b> | <b>84,432</b> | <b>84,926</b> | <b>494</b>                          | <b>0.6%</b> |

**Notes**

**Accompanying Notes**

1

**Consists of:**

Council Communication  
Council Publications & Postage

| <b>COUNCIL COMMUNICATION</b> |                    |                    |                    |                    |
|------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2021 Actual</b>           | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 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

| <b>PROFESSIONAL SERVICES</b> |                    |                    |                    |                    |
|------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2021 Actual</b>           | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 760                          | -                  | -                  | 3,000              | -                  |

3

**Consists of:**

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

| <b>SALARIES AND BENEFITS</b> |                    |                    |                    |                    |
|------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2021 Actual</b>           | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 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

| <b>COUNCIL FUNDED EVENTS</b> |                    |                    |                    |                    |
|------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2021 Actual</b>           | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 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

| <b>CONFERENCES AND CONVENTIONS</b> |                    |                    |                    |                    |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2021 Actual</b>                 | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| -                                  | 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

| <b>ASSOCIATION DUES, MEMBERSHIPS</b> |                    |                    |                    |                    |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2021 Actual</b>                   | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 1,441                                | 1,559              | 2,068              | 1,450              | 1,494              |

8

**Consists of:**  
Travel

| <b>TRAVEL</b>      |                    |                    |                    |                    |
|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2021 Actual</b> | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2023 Budget</b> | <b>2024 Budget</b> |
| 10                 | -                  | 1,266              | 250                | 500                |

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

Notes

1  
2  
3  
4  
5  
6  
6  
7

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

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

BC Hydro

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

Notes

|   | 2021 Actual   | 2022 Actual   | 2023 Actual   | 2023 Budget   | 2024 Budget   | Increase<br>(Decrease) in<br>Budget | %            |
|---|---------------|---------------|---------------|---------------|---------------|-------------------------------------|--------------|
| <b>Expenditures</b>                     |               |               |               |               |               |                                     |              |
| 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%       |
|   | <b>55,469</b> | <b>44,908</b> | <b>35,130</b> | <b>38,849</b> | <b>48,268</b> | <b>9,419</b>                        | <b>24.2%</b> |

**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