



AGENDA

Regular Meeting of Council

Tuesday, January 21, 2025, 6:00 p.m.
Council Chambers, 400 Centre Road, Lions Bay
And Via Zoom Video Conference

Zoom Invite Link: <https://us02web.zoom.us/j/2780145720?omn=87825940192>
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.

Pages

1. Call to Order

2. Closure of Council Meeting

Proposed topics for discussion in the absence of the public:

1. Legal

Recommendation:

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:

(g)litigation or potential litigation affecting the municipality

2.1 Adoption of Closed Agenda

2.2 Approval of Minutes of Prior Meetings

2.2.1 Regular Meeting of Council - November 19, 2024

2.3 Reports

2.3.1 Staff Report

2.4 Committees

2.4.1 Climate Action Committee

2.5 Adjourn

3. Reporting out from Closed portion of Meeting

4. Adoption of Agenda

Recommendation:

That the Agenda of DATE, be adopted

5. Public Participation

6. Delegations

6.1	Bear Smart Committee 2024 Annual Report	4
	<i>Norma Rodgers</i>	
6.2	Beach Park Revitalization Project Feedback	9
	<i>Brenda Broughton</i>	
7.	Approval of Minutes of Prior Meetings	
7.1	Regular Meeting of Council - July 16, 2024	11
7.2	Regular Meeting of Council - December 10, 2024	14
7.3	Special Meeting of Council- June 4, 2024	22
8.	Reports	
8.1	Staff	
8.1.1	Finance - 2025 Budget for Second Reading	27
	<i>by F.O. Chirkoff - for decision</i>	
8.1.1.1	2023 Audit Update	
	<i>- Verbal update by MNP</i>	
8.1.2	Housings Needs Report	71
	<i>- by Eric White</i>	
	a. Village of Lions Bay Background Report - <i>for information</i>	
	b. Proposed Appendix for November 2021 Housing Needs Report - <i>for information</i>	
	c. Combined Village of Lions Bay Final Report - <i>for information</i>	
8.1.3	Lions Bay Beach Park Revitalization Project	124
	a. Staff Report	
	b. LB Beach Park RFP	
	c. NBA Community presentation	
	d. Community Feedback Summary	
8.2	Committees	
8.2.1	Infrastructure Committee	155
	2025 Budget Recommendations to Council - <i>for information</i>	
	<i>a. I.C. Meeting Minutes</i>	
8.2.2	Climate Action Committee	165
	2025 Budget Recommendations Council - Heat Pump Renovation	
	<i>- for decision</i>	
8.2.3	Trees, Views & Landscapes Committee	168
	<i>Tree Application #132 - 145 Panorama Place</i>	

8.3	Mayor and Council	
8.4	Emergency	
9.	Resolutions	
10.	Bylaws	
10.1	Water Bylaw No.633, 2025 Third Reading <i>- for decision</i>	179
10.2	Bylaw 640 - Bylaw-Notice Enforcement Bylaw, 2006, Amendment Bylaw 640, 2025, Third Reading <i>- for decision</i>	195
11.	Correspondence <i>- for information</i>	208
12.	New Business <i>- none</i>	
13.	Public Questions and Comments	
14.	Adjournment	
	Recommendation:	
	THAT the Council Meeting be adjourned.	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

DELEGATION REQUEST FORM

*Please forward the Delegation Request Form to the Village Office by 12:00PM, the Thursday prior to the regular Council meeting.
Delegations may speak for a maximum of 10 minutes total*

PREFERRED COUNCIL MEETING DATE [\(Click Here for Calendar\)](#)

DATE RECEIVED BY OFFICE (Office Use)

January 21, 2025

RECEIVED

JAN 16 2025

APPLICANT NAME & CONTACT INFORMATION

Last Name Rodgers		First Name Norma	
Street Address [REDACTED]		Apartment/Unit	
City Lions Bay		Province BC	Postal Code V0N 2E0
Primary Contact No [REDACTED]		FAX:	
Email Address [REDACTED]			

NAME OF PRESENTER(S)/ORGANIZATION

1. Bear Smart Committee
2.

Supporting Documentation (optional): Any visual presentation or supporting material (handouts, notes, etc.) must be submitted by 12pm on the Thursday prior to your requested meeting date.

SUBJECT OF PRESENTATION and REQUESTED ACTION:

Presenting Bear Smart Committee's 2024 Annual report to Council, and plans for 2025.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

COUNCIL DELEGATION INFORMATION

COUNCIL PROCEDURES BYLAW No. 476, 2015, as amended

- Council meeting dates can be found by visiting our website ([click here](#))
- Subject to Council dispensation, speakers will be limited to the subject matter and to a total of 10 minutes, regardless of the number of speakers
- Delegations concerning a bylaw where a public hearing has been held will not be permitted
- Subject to Council dispensation, the maximum number of delegations per meeting is three (3)
- The Corporate Officer may schedule delegations to another Council meeting or advisory body, as deemed appropriate, according to the subject matter of the delegation
- The Corporate Officer may refuse a delegation if the issue is not considered to fall within the jurisdiction of Council

OTHER IMPORTANT REQUIREMENTS

- This application will be published in the agenda - available to the public and on the internet
- Please provide the Municipal Coordinator with any relevant notes, if not handed out or published in the agenda
- Council may not provide an immediate answer, especially if the subject matter requires further consideration

HELPFUL APPLICATION AND PRESENTATION SUGGESTIONS

- Notify the Municipal Coordinator in writing seven days prior to the requested meeting date: office@lionsbay.ca
- Please arrive early. Delegations are scheduled at the start of the meeting
- Presentations are directed to Council and communication is made through the Chair (Mayor)
- Be concise. It is highly recommended to leave room for questions within the 10 minutes
- Support your position with facts and be prepared to answer questions from Council
- A respectful approach is appreciated, and debates are generally not permitted during the presentation

SUBMIT APPLICATION BY ONE OF THE FOLLOWING METHODS

- MAIL:** Village of Lions Bay, PO BOX 141, 400 Centre Road, Lions Bay, BC V0N 2E0
- IN PERSON:** Village of Lions Bay, 400 Centre Road, Lions Bay, BC V0N 2E0
- FAX:** 604.921.6643
- EMAIL:** office@lionsbay.ca

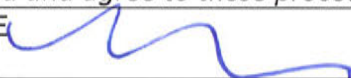
Village Office hours are Monday to Friday, 10:00 a.m. to 4:00 p.m., excluding Wednesdays.

General inquiries: 604.921.9333

For more information, contact Karla Duarte, Municipal Coordinator at 604.921.9333 or office@lionsbay.ca

APPLICANT'S DECLARATION

I understand and agree to these procedures for delegations

SIGNATURE 	DATE <u>JANUARY 14, 2025</u>
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Office Use Only:

<input type="checkbox"/> APPROVED for Council meeting on:	<input type="checkbox"/> DECLINED
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Lions Bay BEAR SMART COMMITTEE

2024 Annual Report

The Lions Bay Bear Smart Committee (BSC) continued to educate residents about how to manage wildlife attractants and safely co-exist with bears. Our practices are mandated by The Lions Bay Bear Management Plan and Conservation Officer Service requirements to maintain Bear Smart Community Status. The following summarizes our work during 2024.

Community Event Education

March 10

Bear Memorial with presentations and question and answer session.

May 11

Bird Friendly Community event - BSC provided brochures and bear information with a displayed bear skin as an example.

June 23

Pre-release screening of Paul Johnson's documentary "Bears in our Backyards"

July 1

Canada Day Celebration at the Beach Park- BSC outreach.

July

Visited 9 recently sold homes to educate new residents about Bear Smart.

Communications

The Village Update bear safety notices

2 in January, then weekly March to November

Bear notices posted in the Village Update with subjects that change based on attractants available and bear activity. Throughout the season the notices vary from bear information, attractant management, safety around bears and accessible waste issues. The last notices were published in October about hyperphagia and Halloween attractants.

LBBS Facebook Page

Bear related posts at least three times a week during bear activity.

Print Material

New resident brochure and bear information door hangers for bylaw officer. Stickers, bear questions and pledge cards for event outreach.

Website lionsbaybearsmart.ca

Provides information about bears, bear attractants, and safety around bears. There is a link for residents to report bear sightings so BSC can monitor neighbourhood bear activity. Also provides the bylaw email address to report attractant issues and the COS RAPP line number to report human bear interactions. This year added blog posts and “Be Safe” page about interacting with bears.

The Watershed

July “Bear Smart Signage”

October “Bear Sightings Continue”

Archived information about the BSC

Committee Activity

Meetings

February 11, April 21, June 1, November 17

Action Items

Spring meetings - arrange bear memorial, initiate bear working group meeting with the COS, provide BSC education and handouts at the Bird Friendly event, create new resident brochure and arrange Paul Johnson documentary event.

November meeting - plan distribution of bear information postcard next spring, coordinate bear education at the community school March 2025, compile new resident addresses so BSC can distribute information, report about bear resistant and bear proof storage options and create program to train staff and new volunteers about Bear Smart.

Bear Working Group Action Items

BSC, Councillor Abbott, CAO Blackwell, COS, Bylaw Officer Bindra

May 3 and July 23 meetings - create Terms of Reference, update Bear Response Plan, confirm Bylaw Enforcement, collaborate between Bylaw Officer and COS about bear and bylaw issues.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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PREFERRED COUNCIL MEETING DATE ([Click Here for Calendar](#)) DATE RECEIVED BY OFFICE (Office Use)

Tuesday, January 21st, 2025

APPLICANT NAME & CONTACT INFORMATION

Last Name	Broughton	First Name	Brenda
Street	[REDACTED]	Apartment/Unit	
City	LIONS BAY	Province	BC
Postal Code	[REDACTED]	FAX:	
Primary Contact No.	[REDACTED]		
Email Address	[REDACTED]		


NAME OF PRESENTER(S)/ORGANIZATION

1.	Brenda Broughton
2.	

Supporting Documentation (optional): Any visual presentation or supporting material (handouts, notes, etc.) must be submitted by 12pm on the Thursday prior to your requested meeting date.

SUBJECT OF PRESENTATION and REQUESTED ACTION:

The Village of Lions Bay
Beach Park Proposal
Proposed location of washroom
on invaluable and irreplaceable
flat grassed playing field.





THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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General inquiries: 604.921.9333

For more information, contact Karla Duarte, Municipal Coordinator at 604.921.9333 or office@lionsbay.ca

APPLICANT'S DECLARATION

I understand and agree to these procedures for delegations

SIGNATURE 	DATE <i>January 16th 2025</i>
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Office Use Only:

<input type="checkbox"/> APPROVED for Council meeting on:	<input type="checkbox"/> DECLINED
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The Village of **LIONS BAY**

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JULY 16, 2024, at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Councillor Neville Abbott
Councillor Michael Broughton
Councillor Jaime Cunliffe (via videoconference)
Councillor Marcus Reuter (via teleconference)

Absent with Regrets: Mayor Ken Berry

Staff: Ross Blackwell, Chief Administrative Officer (CAO)

1. Call to Order

The meeting was called to order at 7:01 p.m.

2. Adoption of Agenda

Moved by: Councillor Broughton

Seconded by: Councillor Reuter

THAT the agenda for the July 16, 2024, Regular Council Meeting be adopted with the following amendments:

- Addition of Item 5, Highway Update
- Addition of Item 6, Resolution Pulled from Correspondence.

CARRIED

3. Public Participation

- A. Tamara Leger – Request for Council to address the application to grant an exemption to the noise bylaw for the August 18, 2024, concert at Broughton Hall.

4. Highway Update

Councillor Broughton informed of a conversation with Miller Capilano's operations manager to confirm the installation of "quiet pavement." While an exact start date was not provided, it is anticipated to be within the next two to three weeks. The project is awaiting dry and warm weather conditions before proceeding.

5. Resolution pulled from Correspondence

Moved by: Councillor Reuter

Seconded by: Councillor Cunliffe

THAT Council grants the exemption to the Noise Bylaw 283-1998 to allow for amplified music between the hours of 8:00 a.m. and 11:00 p.m. at Broughton Hall for the following dates: August 18, 2024, and October 5, 2024.

CARRIED

6. Correspondence

A. List of Correspondence to July 12, 2024

The list of correspondence was included with the meeting materials for information.

Moved by: Councillor Cunliffe

Seconded by: Councillor Broughton

THAT Council adopts the Canadian National Railway proposed proclamation that September 23-29, 2024, be Rail Safety Week.

CARRIED

Moved by: Councillor Reuter

Seconded by: Councillor Cunliffe

THAT Staff are hereby directed to amend the 2022 Annual Report such that it does not include messages from any member of the Council and that such amendment be completed by 4:00 p.m. on July 17, 2024.

CARRIED

(Councillor Broughton opposed)

Change of Chair

Councillor Broughton assumed the role of Chair. Councillor Abbott departed the meeting for consideration of the next item.

Moved by: Councillor Cunliffe

Seconded by: Councillor Reuter

THAT Jennifer Hetherington’s request regarding the damaged kayak be referred to staff to investigate the potential scope of liability and provide a report to Council.

CARRIED
(Councillor Reuter opposed)

Change of Chair

Councillor Abbott resumed the function of chair.

7. Public Questions and Comments

A. Tamar Leger – Request for Village staff to be present and available to serve the community.

8. Adjournment

Moved by: Councillor Broughton

Seconded by: Councillor Cunliffe

THAT the July 16, 2024, Regular Council Meeting for the Village of Lions Bay be adjourned.

CARRIED

The open meeting adjourned at 7:41 p.m.

Mayor

CAO

Date Adopted by Council:	
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VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, DECEMBER 10, 2024, AT 7:00 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 Jaime Cunliffe

Absent: Councillor Marcus Reuter

Staff: Taj Bindra, Bylaw Enforcement Officer
Ross Blackwell, Chief Administrative Officer (CAO)
Karl Buhr, Director of Operations
Joe Chirkoff, Financial Officer
Kristal Kenna, Deputy Corporate Officer

1. Call to Order
The meeting was called to order at 7:02 p.m.

2. Adoption of Agenda

Moved by: Councillor Cunliffe
Seconded by: Councillor Abbott

THAT the agenda for the December 10, 2024, Regular Council Meeting be adopted as presented.

CARRIED

3. Public Participation

- A. Norm Barmeier: Expressed appreciation for the volunteer spirit and alignment with staff related to the Village works yard. Requested Council discussion regarding the grant funded provincial metering program to assist with water conservation efforts in the summer months.

4. Delegations

- A. Norma Rodgers
Norma Rodgers, Chair, Bear Smart Committee, requested that Council support the Bear Smart Committee and its work to maintain Bear Smart Community Status for Lions Bay.

5. Approval of Minutes of Prior Meetings

- A. May 21, 2024

Moved by: Councillor Cunliffe
Seconded by: Councillor Abbott

THAT the Regular Council Meeting Minutes of May 21, 2024, be approved.

CARRIED

- B. July 16, 2024

Moved by: Councillor Broughton
Seconded by: Councillor Cunliffe

THAT the Regular Council Meeting Minutes of July 16, 2024, be approved.

Amendment to the Motion:

Moved by: Councillor Cunliffe
Seconded by: Councillor Abbott

THAT the Regular Council Meeting Minutes of July 16, 2024, be tabled to the next Regular Closed Council Meeting for discussion.

DEFEATED

Moved by: Councillor Broughton
Seconded by: Mayor Berry

THAT the Regular Council Meeting Minutes of July 16, 2024, be approved.

DEFEATED

C. October 15, 2024

Moved by: Councillor Broughton
Seconded by: Councillor Abbott

THAT the Regular Council Meeting Minutes of October 15, 2024, be approved as amended to include the following under discussion of Item 5.B.: “Councillors Abbott, Reuter, and Cunliffe requested discussion of the minutes of July 16, 2024, in a Closed Meeting. Mayor Berry and Councillor Broughton objected and spoke in favour of discussing the minutes in the Open Meeting.”

WITHDRAWN

Moved by: Councillor Cunliffe
Seconded by: Councillor Broughton

THAT the Regular Council Meeting Minutes of October 15, 2024, be approved.

CARRIED

In response to a question, Ross Blackwell, Chief Administrative Officer (CAO), confirmed that business arising from the meeting minutes and the action log would be included on future meeting agendas.

D. November 19, 2024

Moved by: Councillor Broughton
Seconded by: Councillor Abbott

THAT the Regular Council Meeting Minutes of November 19, 2024, be approved.

CARRIED

In response to a question, the CAO confirmed that all outstanding action items would be added to the action log.

6. Reports

A. Staff

i. FO: Village of Lions Bay Investment Proposal

Joe Chirkoff, Financial Officer, reviewed the investment of funds proposal in accordance with the Investment Policy.

Discussion ensued, and comments were offered regarding the diversity of the portfolio, the process for withdrawing/liquidating funds and any penalties, and whether the \$1.5 million remaining in the savings account would be enough to cover an emergency situation/repair. It was suggested that additional funds be

placed into the Municipal Finance Authority pooled investments from the 90-day fixed Guaranteed Investment Certificate.

Moved by: Councillor Broughton
Seconded by: Councillor Abbott

THAT the Financial Officer be authorized to do the following:

1. Invest \$1,000,000 in 90-day fixed Guaranteed Investment Certificates (GICs);
2. Invest \$1,000,000 in one-year fixed GICs;
3. Invest \$1,000,000 in two-year fixed GICs; and
4. Invest \$2,000,000 in Municipal Finance Authority pooled investments.

Amendment to the Motion:

Moved by: Councillor Abbott
Seconded by: Councillor Cunliffe

THAT the Financial Officer be authorized to do the following:

1. Invest \$1,000,000 in one-year fixed GICs;
2. Invest \$1,000,000 in two-year fixed GICs; and
3. Invest \$2,000,000 in Municipal Finance Authority pooled investments.

CARRIED

ii. FO: Q3 Accounts Payable

The Q3 Accounts Payable was provided with meeting materials for information.

iii. FO: Budget 2025 First Reading

The Financial Officer reviewed the proposed 2025 Budget.

Discussion ensued, and concerns were noted regarding the compounding impact of tax increases and necessary increases to accommodate infrastructure costs in the Village.

Action: It was requested that a Committee of the Whole Meeting be scheduled in January 2025 for discussion of the proposed 2025 Budget, including an option for a tax increase of 3%.

Moved by: Councillor Cunliffe
Seconded by: Mayor Berry

THAT the 2025 Budget be read for the first time.

CARRIED

iv. DCO: 2025 Proposed Council Meeting Calendar

The CAO reviewed the proposed 2025 Council meeting calendar.

Moved by: Councillor Cunliffe
Seconded by: Councillor Abbott

THAT the 2025 Council meeting calendar be approved as amended to reflect the Infrastructure Committee Meeting being held on the first Tuesday of each month, the Committee of the Whole Meeting on the second Tuesday of each month, the Regular Council Meeting on the third Tuesday of each month, and the Climate Action Committee Meeting on the fourth Tuesday of each month.

CARRIED

v. DO: Drinking Water Officer Annual Inspection Reports

Karl Buhr, Director of Operations, reviewed the Drinking Water Officer Annual Inspection Report for information, noting the inspection went well with no risks identified.

Discussion ensued, and comments were offered regarding operation of the water systems.

Moved by: Councillor Broughton
Seconded by: Councillor Abbott

THAT staff be shown appreciation for providing an outstanding Drinking Water Annual Inspection Report.

CARRIED

vi. CAO: Respectful Workplace Training

The CAO referred to a briefing note included with meeting materials regarding respectful workplace training available for Council if interested.

B. Committees
None.

C. Mayor and Council

None.

D. Emergency

i. RCMP Report – July-August 2024

The Royal Canadian Mounted Police (RCMP) Report for July to August 2024 was provided for information.

ii. RCMP Report – September-October 2024

The RCMP Report for September to October 2024 was provided for information.

Additionally, the Village of Lions Bay Fire Chief provided a verbal report on call volumes in the fourth quarter.

7. **Resolutions**

None.

8. **Bylaws**

A. Water Bylaw No. 633, 2025, Second Reading

The Water Bylaw Report was provided with meeting materials for information.

Discussion ensued, and comments were offered regarding suggested revisions. The Director of Operations confirmed that revisions would be incorporated for the third reading.

Moved by: Councillor Abbott

Seconded by: Councillor Broughton

THAT the Water Bylaw No. 633, 2025, be read for a second time.

CARRIED

i. Bylaw Notice Enforcement Bylaw No. 640, 2024 Amendment

The Director of Operations reviewed an amendment to the Bylaw Notice Enforcement Bylaw No. 640, 2024.

Moved by: Councillor Abbott

Seconded by: Mayor Berry

THAT the Bylaw Notice Enforcement Bylaw No. 385 Amendment Bylaw No. 640 be read for a first and second time.

CARRIED

B. Noise Bylaw No. 638, 2024 Amendment

Taj Bindra, Bylaw Enforcement Officer, reviewed an amendment to the Noise Bylaw No. 638, 2024.

Discussion ensued, and comments were offered regarding concerns of loud, late-night parties being held at Broughton Hall by non-residents if the noise bylaw is relaxed. It was noted that if the amendment becomes problematic, Council has the ability to revise the amendment.

Moved by: Councillor Cunliffe

Seconded by: Councillor Broughton

THAT the first, second, and third reading be granted for Amendment Bylaw No. 638, 2024, to amend Bylaw No. 283, Noise Control Bylaw.

DEFEATED

C. Garbage and Recycling Bylaw No. 639, 2024 Amendment

The Bylaw Enforcement Officer reviewed an amendment to the Garbage and Recycling Bylaw No. 639, 2024.

Discussion ensued, and comments were offered regarding the timing of garbage pickup. It was suggested that a rotating schedule be implemented for neighbourhoods and that the community be consulted for feedback on the amendment.

Moved by: Councillor Broughton

Seconded by: Councillor Cunliffe

THAT first, second, and third reading be granted for Amendment Bylaw No. 639, 2024, to amend Bylaw No. 455, Garbage and Recycling Collection Bylaw.

Amendment to the Motion:

Moved by: Councillor Broughton

Seconded by: Councillor Cunliffe

THAT the Amendment Bylaw No. 639, 2024, to amend Bylaw No. 455, Garbage and Recycling Collection Bylaw be tabled for discussion at a Committee of the Whole Meeting.

CARRIED

(Councillor Abbott opposed)

9. **Correspondence**

A. List of Correspondence to December 3, 2024

The list of correspondence was included with the meeting materials.

Moved by: Councillor Broughton
Seconded by: Councillor Cunliffe

THAT Council support Vaike and Ron O’Dwyer to rent the Kelvin Grove Parking Lot on August 30, 2025, with the necessary requirements/restrictions, and defer to staff for follow-up.

CARRIED

Moved by: Councillor Cunliffe
Seconded by: Councillor Abbott

THAT topics for the May 2025 Union of BC Municipalities Meeting be discussed at the next Committee of the Whole Meeting.

CARRIED

10. Public Questions and Comments

A. None.

11. Adjournment

Moved By: Councillor Abbott
Seconded By: Councillor Cunliffe

THAT the December 10, 2024, Regular Council Meeting for the Village of Lions Bay be adjourned.

CARRIED

The Regular meeting concluded at 9:21 p.m.

Mayor

CAO

Date Adopted by Council:	
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VILLAGE OF LIONS BAY

**SPECIAL OPEN MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JUNE 4, 2024, at 8:00 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 Jaime Cunliffe
Councillor Marcus Reuter (via teleconference)

Staff: Ross Blackwell, Chief Administrative Officer
Karl Buhr, Director of Operations
Joe Chirkoff, Financial Officer

Recorder: Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)

Public: 0 in person; 11 via videoconference

1. Call to Order

The meeting was called to order at 8:09 p.m.

2. Adoption of Agenda

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the agenda of the June 4, 2024, Special Council Meeting be adopted as presented.

Amendment to the Motion:

Moved By: Councillor Cunliffe

Seconded By: Councillor Abbott

THAT the agenda of the June 4, 2024, Special Council Meeting be adopted with amendment to move Item 4.A. Mayor: LGMA Responsible Conduct Recommended Program into the Closed Session under section 90 (1) (c) and (g) of the *Community Charter*.

CARRIED

(Mayor Berry opposed)

Amendment to the Motion:

Moved By: Councillor Abbott

Seconded By: Councillor Cunliffe

THAT a discussion on resourcing the Emergency Planning Committee and appointing a new member to the Climate Action Committee be added to the agenda of the June 4, 2024, Special Closed Council Meeting.

CARRIED

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT Item 4.B. Councillor Abbott: Verbal Report be considered following Item 3. Public Participation.

CARRIED

3. Public Participation

None.

4. New Business

B. Councillor Abbott: Verbal Report

Councillor Abbott reviewed recommendations from the Infrastructure Committee on the Alberta Supply Augmentation Project.

Discussion ensued regarding the importance of water security for the coming summer and cost considerations.

Moved By: Councillor Abbott

Seconded By: Councillor Reuter

THAT Council approves the Alberta Supply Augmentation Project in principle based on the recommendation of the Infrastructure Committee and the staff report dated May 31, 2024, subject to confirmation of price and consideration of Option B as presented during the June 4, 2024, Committee of the Whole Meeting.

CARRIED

5. Public Questions and Comments

None.

6. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Legal
- B. Personnel

Moved By: Councillor Abbott

Seconded By: Councillor Cunliffe

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:

- (c) labour relations or other employee relations;
- (d) the security of the property of the municipality;
- (g) litigation or potential litigation affecting the municipality;

CARRIED

The Special meeting adjourned at 8:34 p.m. and readjourned at 9:40 p.m.

7. Reporting out from Closed Council Meeting

Mayor Berry reported the following:

- Item 4.A. will be further discussed in the Open Meeting
- A stipend will be provided for the Emergency Support Services Director
- Andrew Wray has been appointed to the Climate Action Committee.

4. New Business

A. Mayor: LGMA Responsible Conduct Recommended Program

Discussion ensued on whether to proceed with the program and a request that the recommendations be released to the public.

1. Motion:

Moved By: Councillor Broughton

Seconded By: Councillor Cunliffe

THAT Council instructs the Chief Administrative Officer (CAO) to implement a “Three-Pronged Approach to Governance and Best Practices” as recommended by our CAO and the LGMA.

THAT the “Three-Pronged Approach” utilizes the “Provincial Advisors” and the “Inspector of Municipalities” recommendations.

THAT Council will accept the LGMA Expert’s recommendations as “Binding” and instruct the CAO to implement the recommendations.

WITHDRAWN

2. Motion:

Moved By: Councillor Cunliffe
Seconded By: Councillor Broughton

THAT Council votes on the three parts of the above motion separately.

CARRIED

3. Motion:

Moved By: Councillor Cunliffe
Seconded By: Councillor Broughton

THAT Council instructs the Chief Administrative Officer (CAO) to implement a “Three-Pronged Approach to Governance and Best Practices” as recommended by our CAO and the LGMA.

CARRIED

(Councillors Abbott and Reuter opposed)

4. Motion:

Moved By: Councillor Broughton
Seconded By: Councillor Cunliffe

THAT the “Three-Pronged Approach” utilizes the “Provincial Advisors” and the “Inspector of Municipalities” recommendations.

CARRIED

(Councillors Abbott and Reuter opposed)

5. Motion:

Moved By: Councillor Broughton
Seconded By: Cunliffe

THAT Council accept the LGMA Consultant’s recommendations as “Binding” and instruct the CAO to implement the recommendations.

Amendment to the Motion:

*Moved By: Councillor Broughton
Seconded By: Mayor Berry*

THAT the LGMA Consultant’s recommendations be brought to Council for consideration and implementation.

CARRIED
(Councillors Abbott and Reuter opposed)

6. Motion:

*Moved By: Councillor Broughton
Seconded By: Councillor Cunliffe*

THAT the LGMA Consultant’s recommendations be brought to Council for consideration for implementation and the recommendations be reported out to the public.

CARRIED
(Councillors Abbott and Reuter opposed)

8. Adjournment

*Moved By: Councillor Cunliffe
Seconded By: Councillor Broughton*

THAT the June 4, 2024, Special Council Meeting for the Village of Lions Bay be adjourned.

CARRIED

The Special Council meeting adjourned at 10:07 p.m.

Mayor

CAO

Date Adopted by Council:	
--------------------------	--

Consolidated Budget 2025

	2025	2026	2027	2028	2029
Revenues					
Taxation	2,042,442	2,103,715	2,166,827	2,231,832	2,298,787
Payments in Lieu of taxes	54,150	54,150	54,150	54,150	54,150
Parcel Taxes	98,606	98,606	98,606	98,606	98,606
Infrastructure Levy	204,244	210,372	216,683	223,183	229,879
Utility Fees and Rates	1,481,572	1,555,650	1,633,433	1,715,104	1,800,860
Fees, Licenses and Permits	420,421	422,434	425,332	426,402	427,527
Grants	1,095,980	422,561	422,561	427,516	427,516
Other	304,130	289,149	274,354	259,753	254,358
Grand Total	5,701,545	5,156,637	5,291,945	5,436,547	5,591,681
Expenditures					
Amortization	932,711	990,918	999,251	1,007,584	979,884
General Government	1,155,027	1,183,068	1,212,304	1,225,523	1,158,344
Fire Services	491,877	498,335	507,625	517,257	527,249
Bylaw Services	178,882	183,200	187,634	192,104	196,691
Public Works	1,163,953	774,547	635,835	652,240	667,213
Planning and Development	47,536	50,661	51,815	53,000	54,217
Parks, Recreation and Facilities	255,067	261,038	266,558	272,835	278,570
Solid Waste	242,215	250,779	258,019	265,526	273,215
Sewer Fund	115,866	74,546	76,478	78,505	116,708
Water Fund	823,781	769,313	778,471	800,012	903,375
Interest Payments	76,534	75,359	74,693	75,016	26,458
Grand Total	5,483,449	5,111,764	5,048,684	5,139,604	5,140,924
Surplus/(Deficit)	218,096	44,873	243,261	296,943	450,757
Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on Tangible Capital Assets	932,711	990,918	999,251	1,007,584	988,884
MFA Actuarial Gain on Debt	(52,634)	(57,678)	(62,908)	(68,334)	(7,961)
Cash Surplus	1,098,172	978,113	1,179,604	1,236,194	1,431,680
Cash items NOT included in Annual Surplus (Deficit)					
Repayment of Debt Principal	(195,076)	(204,446)	(112,628)	-	(34,382)
Capital Expenditures	(4,220,640)	-	-	-	-
Transfer from (to) Reserves	3,620,394	(464,690)	(751,687)	(914,405)	(1,068,813)
Transfer to Reserves - Infrastructure Levy	(204,244)	(210,372)	(216,683)	(223,183)	(229,879)
Transfer to Reserves - WWTP	(98,606)	(98,606)	(98,606)	(98,606)	(98,606)
Financial Plan Balance	-	-	-	-	-

**Village of Lions Bay
2025 Draft Budget
Revenue**

Notes

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%	
Taxation								
1	General Municipal Property Tax	1,683,675	1,764,264	1,965,765	1,945,183	2,042,442	97,259	5.0%
2	Infrastructure Levy	168,474	179,878	194,518	194,518	204,244	9,726	5.0%
3	Parcel Taxes	98,606	98,606	98,606	98,606	98,606	-	0.0%
4	Payments in lieu of taxes	47,466	58,195	63,317	54,150	54,150	-	0.0%
		1,998,221	2,100,943	2,322,206	2,292,457	2,399,442	106,985	4.7%
Utility Fees and Rates								
5	Water User Rates	1,000,524	1,048,665	1,103,076	1,103,076	1,158,229	55,154	5.0%
5	Sewer User Rates	78,166	82,123	86,099	86,178	90,487	4,309	5.0%
5	Solid Waste User Rates	201,149	211,576	221,764	221,767	232,855	11,088	5.0%
		1,279,840	1,342,364	1,410,940	1,411,021	1,481,572	70,551	5.0%
Fees, Licenses and Permits								
6	Building Permits	39,461	42,816	35,139	34,300	40,300	6,000	17.5%
7	Temporay Use Permits	2,250	(250)	1,250	1,500	1,500	-	0.0%
	Development Permits	250	-	-	-	-	-	0.0%
	Board Of Variance Application Fee	2,500	1,000	-	1,000	-	(1,000)	-100.0%
8	Secondary Suite Surcharge Fees	22,551	17,178	1,909	18,498	19,423	925	5.0%
9	Other Permits	2,945	2,975	1,240	1,500	1,500	-	0.0%
	Recreation Programs	168	160	160	-	-	-	0.0%
10	Hall Rental	2,293	2,501	1,713	3,000	2,200	(800)	-26.7%
	Boat Space Rentals	7,825	7,440	6,825	7,400	7,400	-	0.0%
11	Other Rentals	14,891	11,478	9,917	14,000	14,000	-	0.0%
12	Rental Agree - BC Ambulance	28,333	29,496	14,874	28,333	28,333	-	0.0%
	Parking Fines	93,589	96,189	50,315	125,000	100,000	(25,000)	-20.0%
	Parking Passes - Annual	6,880	4,876	4,902	5,100	5,100	-	0.0%
	Parking Meters	177,422	160,654	188,864	160,000	160,000	-	0.0%
	Dog Licences	3,535	2,940	3,210	3,500	3,500	-	0.0%
	Filming Revenue	11,190	8,240	17,120	8,000	8,000	-	0.0%
	Tree Cutting Applications	600	(125)	(425)	750	750	-	0.0%
	Tax Information Charges	1,530	55	90	500	500	-	0.0%
13	Miscellaneous (Recycle BC)	9,013	29,684	25,128	27,915	27,915	-	0.0%
		427,225	417,306	362,230	440,296	420,421	(19,875)	-4.5%

**Village of Lions Bay
2025 Draft Budget
Revenue (Continued)**

Notes

14

15

16

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Grants							
Small Community Grant	381,000	298,000	297,000	295,000	295,000	-	0.0%
Investing in Canada Infrastructure Program	-	59,783	162,690	1,183,585	573,419	(610,166)	-51.6%
Gas Tax Funding	62,053	32,615	-	-	-	-	0.0%
Other Grants	77,702	1,102,364	555,865	742,651	227,561	(515,090)	-69.4%
	520,755	1,492,761	1,015,555	2,221,236	1,095,980	(1,125,256)	-50.7%
Other Revenue							
Fire Department Callouts Highway	12,490	13,455	12,808	13,000	13,000	-	0.0%
Donations to LB Fire Department	10,854	3,820	5,750	3,000	3,000	-	0.0%
Fire Fighter Day Revenue	12,376	19,581	250	18,000	18,000	-	0.0%
Tax Penalties and Interest	23,469	25,309	18,204	19,250	19,250	-	0.0%
MFA Actuarial Interest	38,561	43,083	-	43,083	52,030	8,947	20.8%
Bank Return on Investment	114,287	218,241	104,309	153,897	190,250	36,353	23.6%
Miscellaneous	60,102	7,241	11,930	8,000	8,000	-	0.0%
Water/Sewer Connection Fees	1,800	-	600	600	600	-	0.0%
	273,938	330,730	153,851	258,830	304,130	45,300	17.5%
Total Revenues	4,499,979	5,684,105	5,264,782	6,623,839	5,701,545	(922,295)	-13.9%

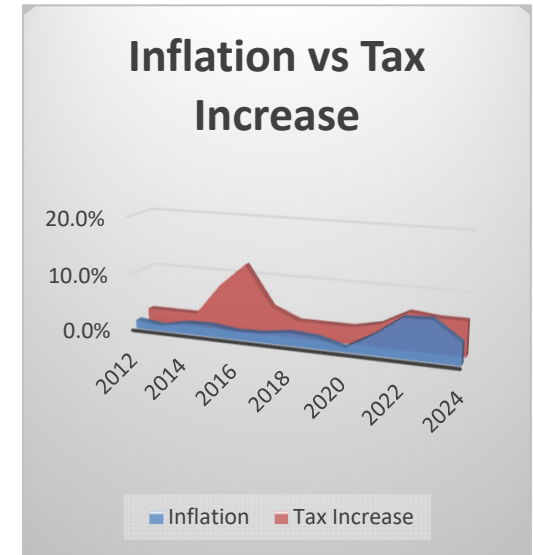
Notes

1

General Municipal Property tax. A 1% increase in tax amounts to \$19,451. 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%	1,945,183	-	-
3%	2,003,538	58,355	98
5%	2,042,442	97,259	163
9%	2,120,249	175,066	294
12%	2,178,605	233,422	392
15%	2,236,960	291,777	490

Tax rate increases	2024	2025
Belcarra	10.0%	4.0%
Bowen Island	9.5%	9.5%
Vancouver	7.3%	5.5%
Port Moody	6.6%	5.4%
Coquitlam	8.9%	8.3%
Squamish	8.9%	8.0%
Whistler	8.2%	7.2%
Sechelt	7.7%	9.6%



Village of Lions Bay property tax increases

	2021	2022	2023	2024
	3.0%	6.5%	6.0%	9.0%

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

	2021	2022	2023	2024
Water	3.0%	5.0%	5.0%	5.0%
Sewer	3.0%	5.0%	5.0%	5.0%
Solid waste	3.0%	5.0%	5.0%	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, of which 20 were occupied by a firefighter or family member. Fees are due December 31.

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	
	2022	2023	2024	2024	2025
Recycle BC revenues	7,083	28,510	24,188	26,400	26,400
Other	1,930	1,174	940	1,515	1,515
	9,013	29,684	25,128	27,915	27,915

*Decals, Community Garden...

14 Investing in Canada Infrastructure Program

Lions Bay Beach Park	724,534	(total cost \$1.07 million - 73% grant funded)
Klatt - Emergency Building and Retrofit	459,051	(100% grant funded)
	<u>1,183,585</u>	

2024 relates to renovation of Klatt building, and the Lions Bay Beach Park project (approved funding). Projects will be completed in 2024 accordingly no amount for 2025.

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		
	2022	2023	2024	2024	2025	
FireSmart	26,620	-	99,850	100,000	100,000	
FCM - Asset Management	-	37,360	27,811	-	-	
UBCM - Next Gen 911 Funding	-	-	22,500	45,000	-	
Community Works Fund	-	-	-	-	122,561	
Canada Day	-	-	4,800	4,950	5,000	
MOTI	-	-	52,479	70,000	-	*Pride Trail
Provincial grants	-	1,013,922	198,751	155,786	-	[a]
Translink	-	-	-	315,833	-	*Connector Project
Climate Action	51,082	51,082	149,674	51,082	-	[b]
	77,702	1,102,364	555,865	742,651	227,561	

[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. Additionally includes \$40,000 for indigenous engagement.

[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
LGCAP (2024 - 2026)	149,647
	258,615

In 2024 the Provincial Government allocated \$149,647 in funds to the Village of lions bay, which represents a payment for 2024 and a payment in advance for 2025 and 2026.

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, of which 20 were occupied by a firefighter or family member. Fees are due December 31.

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	
	2022	2023	2024	2024	2025
Recycle BC revenues	7,083	28,510	24,188	26,400	26,400
Other	1,930	1,174	940	1,515	1,515
	9,013	29,684	25,128	27,915	27,915

*Decals, Community Garden...

14 Investing in Canada Infrastructure Program

Lions Bay Beach Park	724,534	(total cost \$1.07 million - 73% grant funded)
Klatt - Emergency Building and Retrofit	459,051	(100% grant funded)
	<u>1,183,585</u>	

2024 relates to renovation of Klatt building, and the Lions Bay Beach Park project (approved funding). Projects will be completed in 2024 accordingly no amount for 2025.

15 Program funding terminates March 2024

**Village of Lions Bay
2025 Draft Budget
General Fund - Administration**

Notes

	2021 Actual	2023 Actual	2024 Year to Date	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Amortization	340,087	363,807	-	479,754	668,347	188,593	48.8%
2 Communications	55,300	69,066	73,821	70,040	57,977	(12,063)	-17.7%
3 Fiscal Charges	27,751	14,871	11,427	19,328	11,918	(7,409)	-33.5%
4 Insurance	48,119	43,649	81,312	57,206	58,300	1,094	2.3%
5 Internal Allocations	(53,500)	(65,216)	-	(67,825)	(69,860)	(2,035)	3.8%
6 Maintenance	18,601	4,504	2,539	9,890	10,186	297	2.2%
7 Material, Supplies and Equipment	15,341	20,448	18,608	18,965	19,534	569	2.9%
8 Professional Fees / Contract Services	182,878	251,478	227,842	125,500	101,915	(23,585)	-14.4%
9 Salaries and Benefits	824,817	634,553	680,311	708,765	774,798	66,033	10.7%
10 Sundry	3,162	2,149	2,415	3,918	3,987	70	1.8%
11 Training / Professional Development	10,883	9,764	12,722	18,103	31,646	13,544	115.3%
12 Utilities	1,818	1,352	826	2,060	2,122	62	3.1%
Total Expenditures	1,475,256	1,350,424	1,111,822	1,445,702	1,670,870	225,168	17.3%

Notes:

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

		COMMUNICATIONS					
Consists of:		2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	
Postage & Courier		3,795	4,997	4,342	4,635	4,774	
Village Office Communications		665	735	733	2,575	1,277	
Photocopy / Printing		818	3,502	4,554	5,150	3,655	
Information Systems Ops & Mntc		41,769	46,435	48,313	48,410	39,890	*Sea to Sky Network Solutions
Website Dev & Maintenance		3,284	4,525	2,796	3,605	3,713	*Upandup Studios
Telephone		4,970	8,873	13,082	5,665	4,668	*Telus, Ring Central, Sea to Sky
		55,300	69,066	73,821	70,040	57,977	

		FISCAL CHARGES					
Consists of:		2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	
Bank Charges		5,759	3,247	2,215	2,833	2,917	
Parking Meter Fees		11,027	3,181	174	9,500	-	*Moved to Bylaw
Moneris Fees		10,338	8,443	9,038	6,695	8,701	
Other		626	-	-	300	300	
		27,751	14,871	11,427	19,328	11,918	

4 Municipal Insurance Association

5 Budget estimated with respect to prior year plus inflation

		MAINTENANCE					
Consists of:		2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	
Village Office Maintenance		16,685	3,578	455	8,345	8,595	[a]
Equipment Maintenance		1,915	927	2,084	1,545	1,591	
		18,601	4,504	2,539	9,890	10,186	

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

		MATERIALS, SUPPLIES, EQUIPMENT					
Consists of:		2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	
Photocopier Lease Contract		4,289	5,125	3,921	4,481	4,615	
Office Supplies		11,052	15,322	14,687	14,485	14,919	
		15,341	20,448	18,608	18,965	19,534	

8

Consists of:

Legal Fees
 Contract Services & Minute Taking
 Auditing
 Contract Services

PROFESSIONAL FEES / CONTRACT SERVICES				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
81,136	116,810	88,069	40,000	40,000
4,817	16,756	13,914	-	10,000
48,150	99,081	100,752	55,000	43,000
48,775	18,831	25,107	30,500	8,915
182,878	251,478	227,842	125,500	101,915

[a]
 *Raincoast
 *BDO/MNP
 [b]

[a]

Overholt Law LLP
 Lidstone & Company
 Young Anderson Barristers and Solilcitors
 Roper Greyell

Legal Fees				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
52,747	55,576	6,031	-	-
28,389	39,233	80,292	-	40,000
-	17,019	1,746	-	-
-	4,982	-	-	-
81,136	116,810	88,069	40,000	40,000

*Employment
 *Planning, bylaw
 *Employment, Permit, Litigation
 *Employment

[b]

Grant writing services
 Actuarial consulting
 Provincial advisors
 Building / equipment appraisals
 Asset management

Contract Services				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
2,100	2,137	800	-	2,200
-	2,160	3,000	3,000	3,500
-	5,979	-	-	-
13,430	3,000	21,307	27,500	3,215
33,245	5,555	-	-	-
48,775	18,831	25,107	30,500	8,915

*2024 one time expense for ARO

9

Consists of:

Administrative Salaries
 Benefits & Payroll Costs - Administrative

SALARIES AND BENEFITS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
716,447	550,464	572,128	596,378	627,114
108,369	84,089	108,183	112,387	147,683
824,817	634,553	680,311	708,765	774,798

CAO
 FO
 Municipal Accountant
 Municipal Coordinator
 Administrative assistant(s)
 Miscellaneous

361,962	103,786	156,019	165,865	177,448
160,915	136,156	150,705	162,969	167,374
101,653	118,532	119,656	103,093	112,390
78,334	114,112	104,072	102,481	92,618
121,953	146,868	110,401	137,977	220,967
-	15,099	39,458	36,380	4,000
824,817	634,553	680,311	708,765	774,798

[i]
 [ii]
 [iii]

[i] 2023 includes vacation payouts for previous municipal accountant

[ii] 2025 budgets for 2 full time administrative assistants

[iii] 2021 relates to vacation payouts; 2024 relates to adjustments regarding collective agreement bargaining

10

Consists of:

Miscellaneous
 Miscellaneous
 Miscellaneous
 Govt updates - Publications

SUNDRY				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,122	1,513	1,645	1,030	1,061
-	-	770	773	796
1,755	636	-	1,600	1,600
285	-	-	515	530
3,162	2,149	2,415	3,918	3,987

*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				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
-	-	441	6,515	6,710
629	215	1,408	773	796
5,980	2,006	5,791	6,180	9,365
544	820	-	1,030	1,061
510	520	-	773	796
1,600	1,836	3,372	1,545	1,592
1,620	4,367	975	1,288	11,326
-	-	-	-	-
10,883	9,764	11,987	18,103	31,646

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

12

BC Hydro

**Village of Lions Bay
2025 Draft Budget
General Fund - Public Works**

Notes

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Communications	14,980	18,313	6,679	15,708	12,943	(2,765)	-17.6%
2 Interest Payments	10,743	15,379	15,485	10,460	8,441	(2,019)	-19.3%
3 Insurance	12,534	17,097	2,785	15,179	18,982	3,804	25.1%
4 Internal Allocations	(15,000)	(15,000)	-	(15,000)	(15,000)	-	0.0%
5 Maintenance	372,974	733,697	89,482	575,462	683,469	108,007	18.8%
6 Material, Supplies and Equipment	49,591	42,171	12,101	49,153	50,627	1,475	3.0%
7 Professional Fees / Contract Services	52,984	6,162	-	186,500	46,000	(140,500)	-75.3%
8 Salaries and Benefits	272,059	295,584	187,358	291,862	351,761	59,899	20.5%
9 Training / Professional Development	4,978	-	190	6,695	6,896	201	3.0%
10 Utilities	7,856	7,185	4,602	8,034	8,275	241	3.0%
Total Expenditures	783,700	1,120,587	318,682	1,144,052	1,172,395	28,343	2.5%

Notes

1

Consists of:

Telephone & Communications
Information Systems Operation & Mntc

COMMUNICATIONS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
8,879	9,923	5,633	9,373	7,723
6,102	8,390	1,046	6,335	5,220
14,980	18,313	6,679	15,708	12,943

[a]

[b]

[a] ECOMM radio costs, and cell phones

[b] Network support

2

Consists of:

Debenture Interest
Equipment financing

INTEREST PAYMENTS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
7,250	7,250	10,750	7,250	7,250
3,493	8,129	4,735	3,210	1,191
10,743	15,379	15,485	10,460	8,441

3

Consists of:

Insurance - Building
Insurance - Vehicles

INSURANCE				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
-	-	3,945	-	3,500
12,534	13,616	(1,160)	15,179	15,482
12,534	13,616	2,785	15,179	18,982

ICBC fleet insurance and Municipal Insurance Association vehicle breakdown insurance

4

Consists of:

Internal transfer (solid waste)
Internal transfer (water)

INTERNAL ALLOCATIONS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
(5,000)	(5,000)	-	(5,000)	(5,000)
(10,000)	(10,000)	-	(10,000)	(10,000)
(15,000)	(15,000)	-	(15,000)	(15,000)

Adjusting entry recorded at year end for allocations

5

Consists of:

	MAINTENANCE					
	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	
Vehicle Operation & Maintenance	42,917	29,620	23,866	103,750	68,523	[a]
Roads	6,117	331,449	10,930	20,600	170,406	[b]
Street Lighting	8,128	7,084	3,619	6,671	9,560	[c]
Street Signs	6,020	7,446	5,050	6,330	6,520	
Lane Marking	593	-	-	15,450	15,914	
CN Parking Lot Maintenance	2,644	3,000	7,800	2,500	2,500	
Parking Meter Costs	18,442	21,985	20,208	-	-	[d]
Roads Winter Maintenance	20,692	8,946	8,864	20,500	20,500	*Salt
Railroad Crossings Maintenance	21,798	7,200	2,400	22,000	22,000	
Bridge Maintenance	229,151	297,958	1,118	332,000	324,616	[e]
Drainage	2,651	204	97	5,150	5,305	
Works Building & Yard Maintenance	10,306	7,364	5,530	25,885	22,562	*Mini Recycling depot
Road Vegetation/Brush	3,516	11,441	-	14,626	15,065	
	372,974	733,697	89,482	575,462	683,469	

[a]

	Vehicle Operations and Maintenance				
	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
CAT servicing	-	10,813	-	-	-
Chevy truck service	663	3,787	1,121	-	-
MATEC - annual inspection	993	1,000	1,000	-	-
Tires	9,012	-	4,033	22,000	-
Small equipment	2,185	-	-	20,000	-
Commercial Truck - LED Lights	3,788	-	-	-	-
Gas	1,897	-	10,994	-	-
Tire change over	1,197	-	-	-	-
Vehicle inspection and repair	5,140	5,130	1,028	-	-
Water shortage contingency	-	-	-	36,000	-
Other	17,416	8,890	5,689	25,750	26,523
	42,291	29,620	23,865	103,750	26,523

[b]

2023 related to road paving on Oceanview; 2025 budget request includes \$109,000 for resurfacing Chrystal Falls Rd. and \$40,000 for the Mag Intake Access Road

[c] Budget is to replace 18 unreliable heads with 3,000K LED fixtures

[d] Relates to parking meter costs for Kelvin Grove, LBBP, Sunset and Bayview, which have been reallocated to Bylaw in 2024

[e] Prior years relate to Bayview bridge rehabilitation. 2024 relates to bridge deck joints, replacement of timbers and railings installation

6

Consists of:

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

MATERIALS, SUPPLIES, EQUIPMENT				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
30,970	29,688	8,583	25,600	26,368
5,207	4,881	284	8,498	8,752
3,783	2,803	-	4,755	4,898
9,632	4,798	3,234	10,300	10,609
49,591	42,171	12,101	49,153	50,627

7

Consists of:

Contractors

PROFESSIONAL FEES, CONTRACT SERVICES				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
52,984	6,162	-	186,500	46,000
52,984	6,162	-	186,500	46,000

[a]

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

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

8

Consists of:

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

SALARIES AND BENEFITS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
71,021	176,097	101,399	249,052	293,138
19,861	7,308	6,948	-	-
9,437	8,711	6,265	-	-
77,274	42,471	44,682	-	-
25,101	7,753	7,075	-	-
25,712	17,273	-	-	-
43,654	35,971	20,989	42,810	58,623
272,059	295,583	187,358	291,862	351,761

*40% of total works labour cost

9

Consists of:

TRAINING, PROFESSIONAL DEVELOPMENT				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
Travel	-	-	515	530
Association Dues	351	-	1,030	1,061
Courses Seminars & Workshop	4,627	190	5,150	5,305
	4,978	190	6,695	6,896

10

BC Hydro

**Village of Lions Bay
2025 Draft Budget
General Fund - Water**

Notes

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Water User Rates	1,000,524	1,048,665	1,103,076	1,103,076	1,158,229	55,154	5.0%
Secondary Suite Fees	16,871	7,071	786	8,071	8,475	404	5.0%
Connection Fees	1,200	600	600	600	600	-	n/a
CWWF Grant	172,386	-	-	-	-	-	n/a
Other - MFA Actuarial Gain	32,978	36,940	-	36,940	45,305	8,365	n/a
Total Revenues	1,223,959	1,093,275	1,104,462	1,148,687	1,212,609	63,922	5.8%
Expenditures							
1 Amortization	191,468	207,926	-	205,884	233,164	27,280	13.3%
2 Data Connectivity	11,085	12,946	5,890	21,407	10,922	(10,485)	-49.0%
3 Interest Payments	67,555	67,954	87,202	67,954	67,602	(352)	-0.5%
4 Insurance	39,769	49,218	53,908	50,202	51,206	1,004	2.0%
5 Maintenance	123,972	74,033	104,388	81,370	91,811	10,441	12.8%
6 Materials, Supplies and Equipment	50,970	21,120	9,282	52,938	32,849	(20,089)	-37.9%
7 Professional Fees / Contract Services	79,048	17,138	22,588	97,300	94,609	(2,691)	-2.8%
8 Salaries and Benefits	347,128	307,906	459,606	440,794	427,347	(13,447)	-3.1%
9 Sundry	18,010	16,103	15,631	19,375	20,292	917	4.7%
10 Training / Professional Development	5,956	2,256	2,621	5,923	6,100	178	3.0%
11 Utilities	12,205	17,009	10,141	16,738	17,240	502	3.0%
1 Internal Allocations	55,000	66,716	9,630	69,325	71,405	2,080	3.0%
Total Expenditures	1,002,165	860,324	780,887	1,129,209	1,124,547	(4,662)	-0.4%
Surplus / (Deficit)	221,794	232,951	323,575	19,477	88,062		

Notes	Increase in		
	Water Rate	Revenue	\$ Increase
Water - Revenue	5%	1,158,229	
Water - Expenditures	6%	1,169,260	11,031
Water - Surplus	7%	1,180,291	11,031
	8%	1,191,322	11,031
	9%	1,202,352	11,031
	10%	1,213,383	11,031

*A 1% increase in user rate equals \$11,505, or \$18.51 per home

1 Adjusting entry posted at year end

2 Consists of:

Telephone & Communications
PRV Communications
Intake Communications

DATA CONNECTIVITY				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
3,859	6,978	2,740	4,017	3,310
5,275	4,877	2,422	15,433	5,596
1,951	1,091	728	1,957	2,016
11,085	12,946	5,890	21,407	10,922

*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				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,239	895	544	895	544
40,600	40,600	60,200	40,600	40,600
14,518	14,518	14,518	14,518	14,518
11,940	11,940	11,940	11,940	11,940
(742)	-	-	-	-
67,555	67,954	87,202	67,954	67,602

*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
Routine Op & Mntc Contract
Routine Op & Mntc Contract
Emergency and Repair
Reservoir / Intake Cleaning
SCADA Maintenance
Intake Maintenance
Hydrant Maintenance

MAINTENANCE				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
100	234	-	-	-
-	-	-	1,030	1,061
447	402	130	5,150	5,305
10,450	-	-	-	-
9,156	770	6,795	5,150	5,305
18,675	15,939	4,766	18,540	19,096
4,212	3,491	2,084	5,150	5,305
21,377	540	-	-	-
4,792	-	3,129	5,150	5,305
33,797	39,933	72,059	36,050	45,132
20,965	12,724	15,425	5,150	5,305
123,972	74,033	104,388	81,370	91,811

*PRV parts and maintenance
*PRV parts and maintenance
*Bayview watermain
*PRV parts and maintenance
*PRV parts and maintenance
*Bayview watermain
*Divers
*Trojan parts
*Hydrant major service/inspect

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	2024 Budget	2025 Budget
182	205	-	-	-
462	142	310	773	796
5,611	6,580	1,228	5,150	5,305
3,311	7,142	92	3,605	3,713
12,177	20,798	16,708	15,450	15,914
-	-	-	5,150	-
25	5,345	2,069	2,060	2,122
26,162	10,756	712	20,750	5,000
47,929	50,970	21,120	52,938	32,849

*UV Sensors

7

Consists of:

Consultants
 Engineering
 Contractors
 Rock Slope Remediation
 Water Testing

PROFESSIONAL FEES, CONTRACT SERVICES				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
-	-	-	27,000	27,000
49,703	9,130	-	35,000	48,000
2,162	-	2,801	5,000	9,000
21,150	-	-	20,000	-
6,033	8,008	19,787	10,300	10,609
79,048	17,138	22,588	97,300	94,609

[a]

*Intakes, generators

*Rock scaling

*Metal content

[a] Increase in 2024 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
 Benefits - WCB

SALARIES AND BENEFITS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
158,976	134,630	206,097	331,341	292,384
54,634	52,516	87,512	-	-
73,264	77,101	91,682	49,520	72,629
-	899	3,327	-	-
50,413	34,826	60,243	44,963	52,036
9,840	7,933	10,745	14,971	10,297
347,128	307,906	459,606	440,794	427,347

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

10

Consists of:

Water Course Certification
 Association Dues

TRAINING, PROFESSIONAL DEVELOPMENT				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
4,615	2,038	2,363	4,120	4,244
1,341	218	258	1,803	1,857
5,956	2,256	2,621	5,923	6,100

11

BC Hydro

**Village of Lions Bay
2025 Draft Budget
General Fund - Parks**

Notes

1
2
3
4
5
6

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Expenditures							
Grants	4,176	9,600	6,600	8,400	10,900	2,500	29.8%
Maintenance	59,984	75,537	111,423	63,554	60,845	(2,708)	-4.3%
Material, Supplies and Equipment	57,128	12,700	20,493	28,020	23,656	(4,364)	-15.6%
Professional Fees / Contract Services	11,070	23,950	2,672	12,000	20,000	8,000	66.7%
Salaries and Benefits	164,268	112,932	160,626	228,243	126,685	(101,558)	-44.5%
Sundry	6,670	3,480	2,013	3,383	3,433	50	1.5%
Communications	-	-	2,054	-	-	-	0.0%
Utilities	8,187	7,529	6,603	9,270	9,548	278	3.0%
Total Expenditures	311,483	245,729	312,484	352,870	255,067	(97,803)	-27.7%

Notes

1

Consists of:

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

GRANTS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,750	6,250	5,000	3,250	6,250
1,500	1,500	1,500	1,250	1,250
676	-	-	250	250
250	1,750	100	3,500	3,000
-	100	-	150	150
4,176	9,600	6,600	8,400	10,900

2

Consists of:

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

MAINTENANCE				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
10,500	11,883	35,563	16,300	10,609
8,323	11,247	2,338	9,270	11,278
1,547	8,672	788	1,545	1,591
12,113	11,555	19,859	12,360	12,731
2,849	2,808	-	2,150	2,215
24,652	29,372	52,875	21,929	22,421
59,984	75,537	111,423	63,554	60,845

[a]
 [b]
 [c]
 [d]

[a] Log removal

[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 conditioning

3

Consists of:

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

MATERIALS, SUPPLIES, EQUIPMENT				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
108	572	955	515	530
50,994	9,556	16,621	20,600	18,618
2,111	52	2,292	2,575	1,577
3,916	2,520	489	4,330	2,930
-	-	136	-	-
57,128	12,700	20,493	28,020	23,656

[a]

[a] 2022 included the purchase of Bearproof Garbage Bins. 2024 relates to porta potty rentals, approximately \$18k expected in cost to year end

4 Relates to costs associated with Sea to Sky Invasive Species for 2025

5

Consists of:

Works Salaries - Parks

Benefits & Payroll Costs - Parks

Works Salaries - Facilities

SALARIES AND WAGES				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
84,460	64,200	83,693	193,282	104,423
20,819	11,917	13,308	34,961	22,262
58,981	36,816	63,625	-	-
164,260	112,932	160,626	228,243	126,685

*Signage, hall setup ect..

6 Community Hall heating - BC Hydro

**Village of Lions Bay
2025 Draft Budget
General Fund - Fire**

Notes

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Communications	48,382	56,878	48,277	53,491	54,557	1,067	2.2%
2 Fiscal Charges	169	56	-	250	120	(130)	n/a
3 Interest Payments	1,307	679	-	905	490	(415)	n/a
4 Insurance	14,535	19,843	35,346	20,255	20,660	405	1.1%
5 Maintenance	49,406	46,478	21,391	94,960	164,334	69,374	324.3%
6 Material, Supplies and Equipment	65,035	87,822	39,625	99,491	88,409	(11,082)	-28.0%
7 Professional Fees / Contract Services	27,716	-	4,842	-	-	-	n/a
8 Salaries and Benefits	123,638	147,183	89,083	143,753	144,288	535	0.6%
9 Training / Professional Development	15,420	12,403	9,574	15,773	15,796	23	0.2%
10 Utilities	1,659	1,100	892	3,605	3,713	108	12.1%
	347,267	372,442	249,031	432,482	492,368	59,886	24.0%

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				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
21	379	-	206	212
3,084	1,495	1,046	3,090	2,546
34,764	44,950	40,874	36,750	38,588
190	943	-	103	106
-	1,743	1,434	106	109
2,282	3,514	915	3,090	2,546
6,758	2,806	3,606	8,755	9,018
448	541	-	515	515
835	607	402	876	917
-	(100)	-	-	-
48,382	56,878	48,277	53,491	54,557

*Telus
 [a]
 *Sea to Sky Network Solutions
 *Sea to Sky Network Solutions
 *Telus
 *Telus

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

2

Consists of:

FD Bank Charges

FISCAL CHARGES				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
229	250	-	250	120

3

Consists of:

Interest - E-Comm Radios

INTEREST PAYMENTS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,698	1,307	-	905	490

4

Consists of:

Insurance
 Insurance & Licences

INSURANCE				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
10,202	10,851	15,168	14,668	14,961
3,085	5,478	20,178	5,588	5,699
13,287	16,329	35,346	20,255	20,660

*Municipal Insurance Association
 *ICBC - fleet insurance

5

Consists of:

	MAINTENANCE				
	2021 Actual	2022 Actual	2024 Actual	2024 Budget	2025 Budget
Maintenance	261	259	6,460	1,000	1,030
Training pit maintenance	6,217	3,722	1,846	5,150	5,305
Rope Maintenance	2,118	1,277	-	2,000	2,060
SCBA maintenance	4,593	2,124	411	4,120	4,244
Holmatro maintenance	606	-	-	1,000	1,030
Interface Fire Equipment	771	4,575	-	3,090	3,183
Vehicle Servicing & Maintenance	23,507	27,434	9,945	20,600	31,518
Small Equipment Replacement/Repair	3,202	201	2,729	8,000	8,240
Emergency Building Fire Costs	8,132	6,887	-	-	7,725
Reserve for fire truck	-	-	-	50,000	100,000
Burn Building Maintenance	-	-	-	-	-
	49,406	46,478	21,391	94,960	164,334

*Supersave - containers

*Dynamic Rescue

*Irwin Air Ltd.

[a]

[b]

*2021 - gear, pump, generator

[c]

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

[b] KJC contracting, North Yard Contracting - vehicle maintenance and inspections. Additional cost for Fire Truck inspections required by FUS

[c] \$100,000 per year reserved for acquisition of a new fire truck at the end of the current truck's service life.

6

Consists of:

	MATERIALS, SUPPLIES, EQUIPMENT				
	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
Uniforms	4,931	19,444	266	8,000	10,000
Office Supplies	946	1,744	-	1,545	1,591
Misc - Scene Lights	1,947	2,037	-	3,605	3,713
Protective Clothing	9,501	7,165	3,934	7,210	10,000
SCBA	19,880	516	-	30,000	12,500
Safety Equipment - FD	91	1,021	-	1,545	1,591
Supplies & Materials	4,982	23,708	9,052	13,596	14,004
Supplies-Pit training area	813	-	-	1,545	1,591
Hoses and Fittings	-	2,724	-	3,090	3,183
Misc - Training Meals	7,622	13,087	7,801	14,420	14,853
Miscellaneous PEP Expenses	-	-	-	-	-
Scrap Cars for Fire Training	2,317	5,583	384	4,120	4,244
Auto-Extrication	826	-	-	-	-
Supplies - Medical	11,067	7,562	3,454	7,210	7,426
Vehicle Fuel & Oil	113	3,230	14,734	3,605	3,713
	65,035	87,822	39,625	99,491	88,409

*Turn-out gear

*defibrillators, Citizens Services

*Diesel cost allocation

Accompanying Notes

7

Consists of:

Contract Services - Fire Study

PROFESSIONAL FEES / CONTRACT SERVICES				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
27,716	-	4,842	-	-

*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				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
5,000	9,530	4,326	5,000	5,000
8,219	10,891	7,227	10,034	10,508
2,566	-	-	-	-
1,715	2,166	1,476	1,749	1,749
26,488	34,544	16,217	37,100	37,100
17,957	28,530	8,646	22,000	22,000
38,952	28,453	20,289	45,000	45,000
-	-	151	-	-
1,861	1,755	990	2,070	2,131
162	-	-	-	-
27	-	-	-	-
5	-	-	-	-
20,686	31,314	29,761	20,800	20,800
123,638	147,183	89,083	143,753	144,288

*Fire chief

9

Consists of:

Travel
 Courses & Seminars
 Association Dues
 Courses & Training

TRAINING AND PROFESSIONAL DEVELOPMENT				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
-	-	7	515	530
-	-	-	-	-
75	75	75	258	265
15,345	12,328	9,492	15,000	15,000
15,420	12,403	9,574	15,773	15,796

[a]

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

10

Consists of:

Utilities

UTILITIES				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,659	1,100	892	3,605	3,713

**Village of Lions Bay
2025 Draft Budget
General Fund - Solid Waste**

Notes

1
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4
5

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Garbage User Fees	201,149	211,576	221,764	221,767	232,855	11,088	5.0%
Secondary Suite Fees	3,381	1,398	155	1,603	1,683	80	5.0%
Miscellaneous Revenue (Recycle BC revenue)	7,663	28,939	24,477	26,990	26,990	-	0.0%
Prompt Payment Discounts	(5,449)	(4,804)	(5,175)	(5,644)	(5,926)		
Total Revenues	206,745	237,109	241,221	244,716	255,602	11,168	4.6%
Expenditures							
Mini-recycling depot	1,500	1,508	-	6,825	11,000	4,175	61.2%
Collection Contract	57,868	62,104	47,135	61,153	62,988	1,835	3.0%
Recycle Removal Contract	53,866	47,846	53,438	62,101	63,964	1,863	3.0%
Green Waste Contract	73,203	73,073	60,254	79,021	81,392	2,371	3.0%
Salaries and Benefits	2,851	-	-	9,316	8,446	(870)	-9.3%
Internal Allocations	9,500	9,500	-	9,500	9,500	-	0.0%
Total Expenditures	198,788	194,031	160,827	227,916	237,289	9,373	4.1%
Surplus / (Deficit)	7,957	43,079	80,394	16,800	18,313		

4

Notes

Solid Waste - Revenue	255,602
Solid Waste - Expenditures	237,289
Solid Waste - Surplus	18,313

Increase in Solid Waste		
Rate	Revenue	\$ Increase
5%	232,855	
6%	235,073	2,218
7%	237,290	2,218
8%	239,508	2,218
9%	241,726	2,218
10%	243,943	2,218

*A 1% increase in user rate equals \$2,218, or \$3.72 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				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
-	2,475	-	7,889	6,962
-	301	-	1,071	1,239
-	75	-	356	245
-	2,851	-	9,316	8,446

5 Year end adjusting entry

**Village of Lions Bay
2025 Draft Budget
General Fund - Bylaw**

Notes

1
2
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4

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Expenditures							
Communications	2,571	4,922	3,768	2,781	2,292	(489)	-17.6%
Material, Supplies and Equipment	16,731	13,183	38,560	44,849	46,187	1,338	3.0%
Professional Fees / Contract Services	5,938	6,977	267	7,250	5,750	(1,500)	-20.7%
Salaries and Benefits	103,801	109,169	104,133	122,881	123,254	372	0.3%
Training / Professional Development	180	80	650	-	1,400	1,400	n/a
Total Expenditures	129,221	134,331	147,378	177,761	178,882	1,121	0.6%

Notes

Accompanying Notes

1

Consists of:

Telephone & Communication

COMMUNICATIONS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
2,571	4,922	3,768	2,781	2,292

*Telus, Sea to Sky Network

2024 budget reflects 2022 / 2023 actuals. Cost in 2025 is expected to decrease with transition to Telus fully managed

2

Consists of:

Bylaw Uniforms

Bylaw - Parking software and meters

Bylaw - Parking Supplies

MATERIALS, SUPPLIES, EQUIPMENT				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,003	93	1,816	250	250
15,728	12,015	13,628	44,599	45,937
-	1,076	-	-	-
16,731	13,183	15,444	44,849	46,187

*Parking software costs

2024 budget includes reallocation of parking meter costs from Public Works to Bylaw (\$25,000)

3

Consists of:

Bylaw Enforcement Contract

Bylaw Collection Agency Fees

PROFESSIONAL FEES / CONTRACT SERVICES				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
2,107	752	-	750	750
3,832	6,225	267	6,500	5,000
5,938	6,977	267	7,250	5,750

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				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
93,225	100,327	93,078	103,954	114,411
10,575	8,842	11,055	10,165	8,470
103,801	109,169	104,133	114,119	122,881

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

**Village of Lions Bay
2025 Draft Budget
General Fund - Wastewater**

Notes

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Utility Fees and Rates	78,166	82,123	86,099	86,178	90,487	4,309	5.0%
Parcel Taxes	98,606	98,606	98,606	98,606	98,606	-	0.0%
Secondary Suite Fees	2,298	8,709	968	8,824	9,265	441	5.0%
Connection Fees	600	(600)	-	-	-	-	n/a
Prompt payment discount	(1,681)	(1,550)	(1,652)	(1,811)	(1,902)	(91)	5.0%
Total Revenues	177,989	187,289	184,021	191,797	196,457	4,660	2.4%
Expenditures							
1 Amortization	36,200	36,200	-	36,200	36,200	-	0.0%
Communications	883	2,186	1,901	999	1,029	30	3.0%
Insurance	4,939	6,148	6,734	6,271	6,396	125	2.0%
2 Maintenance	31,119	23,736	29,953	29,355	74,436	45,081	153.6%
3 Material, Supplies and Equipment	4,243	-	-	2,120	2,184	64	3.0%
Professional Fees / Contract Services	-	-	-	-	-	-	n/a
4 Salaries and Benefits	18,059	13,958	27,025	23,290	21,114	(2,176)	-9.3%
Sundry	2,689	2,012	463	2,326	2,432	106	4.6%
Training / Professional Development	2,329	900	-	1,060	1,092	32	3.0%
5 Utilities	2,734	3,468	1,573	3,090	3,183	93	3.0%
1 Internal Allocations	4,000	4,000	-	4,000	4,000	-	0.0%
Total Expenditures	107,195	92,608	67,649	108,711	152,066	43,354	39.9%

Notes	Increase in		
	Sewer Rate	Revenue	\$ Increase
Wastewater - Revenue	5%	90,487	
Wastewater - Expenditures	6%	91,349	862
Sewer - Surplus	7%	92,211	862
	8%	93,073	862
	9%	93,934	862
	10%	94,796	862

*A 1% increase in user rate equals \$862, or \$10per home

1 Adjusting entry recorded at year end

2

Consists of:

MAINTENANCE					
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	
Pump Out - Plant	22,755	23,615	26,483	25,750	49,339
Sewer Line Inspections	4,281	-	-	-	12,000
Outfall Monitoring & Maintenance	208	121	-	515	530
Equipment Repair	3,876	-	3,470	2,575	12,036
SCADA Maintenance	-	-	-	515	530
	31,119	23,736	29,953	29,355	74,436

*WWTP

*Spare gearbox for RBC

3

Consists of:

MATERIALS, SUPPLIES					
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	
Sewer General Operations - Supplies	3,600	4,243	-	2,120	2,184
	3,600	4,243	-	2,120	2,184

*STP repair

4

Consists of:

SALARIES AND BENEFITS					
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	
Works Salaries - Sewer	14,793	12,159	24,105	19,723	17,404
Employees Benefits - Sewer	3,266	1,800	2,920	3,567	3,710
	18,059	13,958	27,025	23,290	21,114

5

BC Hydro

**Village of Lions Bay
2025 Draft Budget
General Fund - Council**

Notes

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Council Communication	2,276	4,197	2,848	2,266	1,973	(293)	-12.9%
Office Supplies	155	500	27	200	200	-	0.0%
2 Salaries and Benefits	53,202	54,454	48,309	57,967	59,461	1,495	2.6%
3 Council Funded Events	7,118	1,032	808	4,000	2,000	(2,000)	-50.0%
4 Election	13,286	25,028	8	6,500	6,500	-	0.0%
5 Conferences and training	1,124	4,612	9,232	12,000	10,300	(1,700)	-14.2%
6 Association Dues / Memberships	1,559	2,068	998	1,494	1,538	45	3.0%
7 Travel	-	1,266	472	500	515	15	3.0%
Total Expenditures	80,080	93,157	63,003	84,926	82,488	(2,739)	-3.2%

Notes

Accompanying Notes

1

Consists of:

Council Communication
Council Publications & Postage

COUNCIL COMMUNICATION				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,761	3,579	2,848	1,751	1,443
515	618	-	515	530
2,276	4,197	2,848	2,266	3,973

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

2

Consists of:

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

SALARIES AND BENEFITS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
50,576	51,733	45,647	56,215	57,620
978	-	2,663	-	-
1,648	2,721	-	1,752	1,841
53,202	54,454	48,309	57,967	59,461

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.

3

Consists of:

Council - Ceremonies/ Misc.
Volunteer Recognition

COUNCIL FUNDED EVENTS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
4,354	1,032	808	2,000	1,000
2,765	-	-	2,000	1,000
7,118	1,032	808	4,000	2,000

Budgeted amount in 2025 is to replenish election reserve which was drawn upon in 2023 to offset by-election costs

5

Consists of:

Conferences
Training

CONFERENCES AND CONVENTIONS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,124	4,612	9,232	10,000	10,300
-	-	-	2,000	-
1,124	4,612	9,232	12,000	10,300

*LGMA, UBCM

6

Consists of:

Association Dues / Memberships

ASSOCIATION DUES, MEMBERSHIPS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,559	2,068	1,548	1,494	1,538

7

Consists of:

Travel

TRAVEL				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
-	472	472	500	515

**Village of Lions Bay
2025 Draft Budget
General Fund - Emergency Services**

Notes

1
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7

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Expenditures							
Communications	7,427	11,381	4,197	-	8,800	8,800	n/a
Search and Rescue	596	2,110	-	2,575	2,652	77	3.0%
Emergency Support Services (ESS)	13,569	7,874	-	10,000	25,037	15,037	150.4%
Maintenance	18,617	7,235	8,091	6,225	6,412	187	3.0%
Material, Supplies and Equipment	4,788	5,464	195	3,060	3,122	62	2.0%
Professional Fees / Contract Services	25,900	44,823	19,400	45,000	35,000	(10,000)	-22.2%
Training / Professional Development	-	-	1,000	1,000	-	(1,000)	-100.0%
Utilities	3,198	998	998	1,236	1,273	37	3.0%
Total Expenditures	74,095	79,885	33,880	69,096	82,296	13,200	19.1%

Notes

1

Consists of:

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

COMMUNICATIONS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
2,522	788	134	-	-
3,622	5,449	-	-	8,800
1,283	5,143	4,063	-	-
7,427	11,381	4,197	-	8,800

2

Consists of:

Search and Rescue

SEARCH AND RESCUE				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
596	2,110	-	2,575	2,652

*Phones, cost sharing for Klatt Building

3

Consists of:

Lions Bay Emergency Program - ESS

EMERGENCY SUPPORT SERVICES				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
13,569	7,874	-	10,000	25,037

*Increase for honorariums

4

Consists of:

Emergency Building Costs
Emergency Building - Ambulance Costs

MAINTENANCE				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
17,530	1,515	7,782	2,105	2,168
1,088	5,720	308	4,120	4,244
18,617	7,235	8,091	6,225	6,412

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				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
228	-	-	2,060	2,122
4,560	5,464	-	1,000	1,000
4,788	5,464	-	3,060	3,122

*Printers, Radio Cases

*Cleaning, Hotpacks, Masks, Sanitizer

6

Relates to emergency program coordinator fees.

7

**Village of Lions Bay
2025 Draft Budget
General Fund - Building and Planning**

Notes

	2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Expenditures							
1 Communications	4,559	1,664	174	4,378	2,235	(2,143)	-48.9%
2 Professional Fees / Contract Services	11,868	6,588	895	8,676	8,936	260	3.0%
3 Salaries and Benefits	27,270	29,311	33,395	33,897	34,076	179	0.5%
Sundry	520	-	-	773	796	23	3.0%
4 Training / Professional Development	692	2,290	707	1,451	1,494	44	3.0%
5 Community planning	-	-	-	2,000	2,000	-	100.0%
	44,908	39,853	35,171	51,173	49,536	(1,636)	-3.2%

Notes

1

Consists of:

Building Inspector Communications
 Advertising
 Information Systems Ops & Mntc

COMMUNICATIONS				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
1,302	570		1,288	1,061
2,252	-		1,854	156
1,005	1,095		1,236	1,018
4,559	1,664	-	4,378	2,235

*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				
2022 Actual	2023 Actual	2024 Actual	2024 Budget	2025 Budget
315	800	86	-	-
106	254	809	258	265
11,447	5,534	-	8,418	8,671
11,868	6,588	895	8,676	8,936

2022: Slope assessments, Surveying, Greenhouse Gas assessments. 2023: Slope assessment, and Surveying.

3

Building inspector salary

4

Relates to courses and association dues

5

Contribution to OCP reserve

Village of Lions Bay
5 Year Capital Expenditure Plan

High
Medium
Low

Capital Expenditures	5 Year Plan					Deferred
	2025	2026	2027	2028	2029	
Lions Bay Beach Park Revitalization Project	774,890					
Bayview: design, construction to replace 50 m of CMP from #315 to Alberta Ck	100,000					
Bayview: design, construction to replace 50 m of CMP under road just north of School	125,000					
Balustrades on Lions Bay Ave. bridge on Alberta, engineered drawing	40,000					
Creekview.1:Design o Replace 50m 8"CI	90,000					
CUBB.3: replace 400 m of 6" cast-iron watermain from Alberta Ck - Centre	1,300,000					
Frontcountry toilet facilities at Missing Link to "minimise fecal contamination in the watersheds"	125,000					
LBBP jetty (reduced scope):log boom only	158,811					
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage): review prior design for 350 m ditches and culverts	50,000					
Oceanview from PRVs 2/3 - Highview (included): design to replace 415 m of CI watermain, drainage	41,500					
Project SCORE (SCada Operations Rework)	250,000					
Village Hall heat pump (Climate Action Committee)	200,000					
HITAP (Highway Tank Alternatives Project: former Water Contingency/ASAP	603,439					225,000
pH water adjustment	200,000					
Bylaw - Vehicle	45,000					
FIRE - Command Vehicle	40,000					
FIRE -Forklift/backhoe	45,000					
FIRE - Electric Jaws of Life Cutters and Spreader	32,000					
Engine 62 - Fire Department (one new, one used)						1,350,000
Magnesia - Raw water intake settling and skimming launder basin to separate vegetation and small rocks						333,333
Creekview.2:Construction to replace 90m 8"CI						280,000
CUBB.1: replace 450 m of 6" asbestos-cement watermain from cul-de-sac - #465 Upper Bayview						1,450,000
CUBB.2: replace 6" cast-iron watermain from #465 Upper Bayview - Bayview Rd + Bayview Pl						2,350,000
Design and construction of end-Mountain drainage						130,000
DWIP: Bayview from Soundview to School PRV: upsize 500 m of watermain from 6" to 8" to provide fireflow (50/50 Roads/Water)						1,350,000
End-Tidewater Drainage						149,999
Highview: replace 450 m 6" cast-iron watermain: design, construction, road repair, stormwater						1,450,000
Mountain, 410 - 450: 200 m design & construction of stormwater system						300,000
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage).2: construct 350 m ditches and culverts						450,000
Oceanview from PRVs 2/3 - Highview inclusive.2: construct 415 m of cast-iron watermain, remove orphaned stub, drainage						1,345,000
Tidewater, Sweetwater: design, construct 100 m of CMP culvert						322,700
Replace PRV 4 (Upper Bayview)						300,000
Tidewater: design, construction to replace 50 m of CMP under tracks						100,000
Weir Height/Inclination Realign (WHIRL) @ Magnesia (if MAGIIC does not alleviate most grate blockage issues)						425,000
Universal metering to address consequent leakage						1,800,000
Village hall sound system						7,500
Kuboda Side-by-side ATV for intake access						25,000
Total Capital Expenditure	4,220,640	0	0	0	0	14,143,532

**Village of Lions Bay
5 Year Capital Plan
Capital Expenditure Details**

Projects	LIKELIHOOD OF HARM ARISING 1-10	WHOLE- VILLAGE SEVERITY OF HARM 1-10	Cost before GST	\$/RISK	2025 municipal funding requested	Later years must-do	Notes
Lions Bay Beach Park	8	8	201,471	3,148	201,471		
Bylaw - Vehicle	10	1	45,000	4,500	45,000		
FIRE - Command Vehicle	10	1	40,000	4,000	40,000		
FIRE -Forklift/backhoe	1	2	45,000	22,500	45,000		
FIRE - Electric Jaws of Life Cutters and Spreader	5	5	32,000	1,280	32,000		
FIRE - New Engine	5	5	1,350,000	54,000	-	1,350,000	
Village hall sound system	10	10	7,500	75		7,500	
Kuboda Side-by-side ATV for intake access	10	10	25,000	250		25,000	
PH Water Adjustment	10	10	100,000	1,000		100,000	
Balustrades on Lions Bay Ave. bridge on Alberta, engineered drawing	10	0.5	40,000	8,000	40,000		Timbers quoted
Bayview: design, construction to replace 50 m of CMP from #315 to Alberta Ck	6	3	100,000	5,556	100,000		
Bayview: design, construction to replace 50 m of CMP under road just north of School	6	3	125,000	6,944	125,000		
Creekview.1: design to replace 90 m 8" cast-iron	8	1	90,000	11,250	90,000		
Creekview.2: construction to replace 90 m 8" cast-iron	8	1	280,000	35,000		280,000	
CUBB.1: replace 450 m of 6" asbestos-cement watermain from cul-de-sac - #465 Upper Bayview	7	8	1,450,000	25,893		1,450,000	Concept design complete
CUBB.2: replace 6" cast-iron watermain from #465 Upper Bayview - Bayview Rd + Bayview Pl	8	7	2,350,000	41,964		2,350,000	Concept design complete
CUBB.3: replace 400 m of 6" cast-iron watermain from Alberta Ck - Centre	8	8	1,300,000	20,313	1,300,000		Concept design complete
Design and construction of end-Mountain drainage	10	2	130,000	6,500		130,000	
DWIP (Drainage & Water Improvement Project): Bayview from Soundview to School PRV: upsize 500 m of ductile-iron watermain from 6" to 8" to provide fireflow (50/50 Roads/Drainage/Water)	5	5	1,350,000	54,000		1,350,000	Was design already done?
End-Tidewater drainage	4	2	149,999	18,750		149,999	
Frontcountry toilet facilities at Missing Link spur to replace portables and partly address VCH directive to "minimise fecal contamination in the watersheds"	10	2	125,000	6,250	125,000		Possible Metro/BCMC funding
Highview: replace 450 m 6" cast-iron watermain: design, construction, road repair, stormwater	7	7	1,450,000	29,592		1,450,000	
HiTAP (Highway Tank Alternatives Project: former Water Contingency/ASAP	5	7	1,225,000	35,000		225,000	Remaining cost 500,000
LBBP jetty (reduced scope): no underwater berms, log boom only (recover prior 50,000 floating dock and barrier funding). Eliminate 34,700 sand replenishment.	10	3	162,811	5,427	(27,189)		
Mountain, 410 - 450: 200 m design & construction of stormwater system	7	3	300,000	14,286		300,000	
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage).1: review prior design for 350 m ditches and culverts	8	5	50,000	1,250	50,000		
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage).2: construct 350 m ditches and culverts	8	5	450,000	11,250		450,000	
Oceanview from PRVs 2/3 - Highview inclusive.1: FINAL design to replace 415 m of cast-iron watermain, drainage incorporation daylighting, natural infrastructure	6	7	41,500	988	41,500		
Oceanview from PRVs 2/3 - Highview inclusive.2: construct 415 m of cast-iron watermain, remove orphaned stub, drainage (remove Project SCORE (SCada Operations Rework): Cloud alarming [done in 2024], ENSURE (Excessive NTU Shutdown Routine), zone metering, inline chlorine monitoring, MAGIIC (Magnesia Intake Instrumentation & Cutout) [partly done in 2024], HII (Harvey Intake Instrumentation)	6	7	1,345,000	32,024		1,345,000	Added a further 95,000 to the prior 205,000 SCADA line item to address turbidity and UV transmissivity issues thru process changes, before we are ordered to install filtration at \$10-16 mil. for two plants.
Replace PRV 4 (Upper Bayview)	7	8	300,000	5,357	95,000		Oldest. Part of CUBB
Tidewater, Sweetwater: design, construct 100 m of CMP culvert	6	7	300,000	7,143		300,000	
Tidewater: design, construct replace 50 m of CMP under tracks	8	2	322,700	20,169		322,700	
Tidewater: design, construct replace 50 m of CMP under tracks	6	3	100,000	5,556		100,000	
Universal metering to address consequent leakage	8	6	1,800,000	37,500		1,800,000	Poss. MoE funding? Pref. vendor: Neptune
Magnesia - Raw water intake settling and skimming launder basin to separate vegetation and small rocks	8	6	333,333	6,944		333,333	
Weir Height/Inclination Realign (WHIRL) @ Magnesia (if MAGIIC does not alleviate most grate blockage issues)	8	6	333,333	6,944		333,333	
Weir Height/Inclination Realign (WHIRL) @ Magnesia (if MAGIIC does not alleviate most grate blockage issues)	9	8	425,000	5,903		425,000	Alleviate constant plugging

Totals	2,302,782	14,243,532
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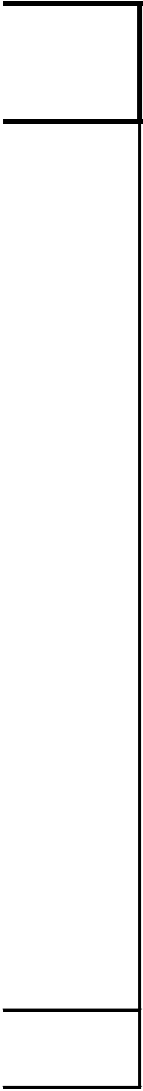
Village of Lions Bay
2025 Budget
Capital Requests - Funding

ID	WHOLE-VILLAGE LIKELIHOOD OF HARM ARISING		SEVERITY OF HARM	PROJECT	Estimated cost	Spent	Remaining Cost	Budgeted previously and unspent	Grant funding remaining	Deferred to future years	2025 municipal funding required
	1-10	1-10									
CO2024.1	8	8	16,711	Lions Bay Beach Park Revitalization Project	1,069,486	294,596	774,890	-	573,419	-	201,471
PW	10	0.5	8,000	Balustrades on Lions Bay Ave. bridge on Alberta, engineered drawing	40,000	-	40,000	-	-	-	40,000
PW	6	3	5,556	Bayview: design, construction to replace 50 m of CMP from #315 to Alberta Ck	100,000	-	100,000	-	-	-	100,000
PW	6	3	6,944	Bayview: design, construction to replace 50 m of CMP under road just north of School	125,000	-	125,000	-	-	-	125,000
PW	8	1	11,250	Creekview.1:Design o Replace 90m 8"CI	90,000	-	90,000	-	-	-	90,000
PW	8	8	20,313	CUBB.3: replace 400 m of 6" cast-iron watermain from Alberta Ck - Centre	1,300,000	-	1,300,000	-	-	-	1,300,000
PW	10	2	6,250	Frontcountry toilet facilities at Missing Link to "minimise fecal contamination in the watersheds"	125,000	-	125,000	-	-	-	125,000
PW	5	7	35,000	HITAP (Highway Tank Alternatives Project: former Water Contingency/ASAP	1,225,000	621,561	603,439	378,439	-	225,000	-
PW	10	3	5,427	LBBP jetty (reduced scope):log boom only	162,811	4,000	158,811	186,000	-	-	(27,189)
PW	7	3	2,381	Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage): review prior design for 350 m ditches and culverts	50,000	-	50,000	-	-	-	50,000
PW	8	5	1,038	Oceanview from PRVs 2/3 - Highview (included): design to replace 415 m of CI watermain, drainage	41,500	-	41,500	-	-	-	41,500
PW	7	8	5,357	Project SCORE (SCada Operations Rework)	300,000	50,000	250,000	155,000	-	-	95,000
PW	5	5	8,000	pH water adjustment	200,000	-	200,000	-	-	-	200,000
CAC	9	9	2,469	Village Hall heat pump	200,000	-	200,000	-	200,000	-	-
BLAW2025-1	10	1	4,500	Bylaw - Vehicle	45,000	-	45,000	-	-	-	45,000
FIRE2025-3	10	1	4,000	FIRE - Command Vehicle	40,000	-	40,000	-	-	-	40,000
FIRE2025-1	1	2	22,500	FIRE -Forklift/backhoe	45,000	-	45,000	-	-	-	45,000
FIRE2025-2	5	5	1,280	FIRE - Electric Jaws of Life Cutters and Spreader	32,000	-	32,000	-	-	-	32,000
					5,190,797	970,157	4,220,640	719,439	773,419	225,000	2,502,782

Capital Cost Remaining	(4,220,640)
Grant funding remaining	773,419
Draw from reserves (previously taxed)	719,439
Draw from reserves (current)	2,502,782
Deferred	225,000
	-

**Village of Lions Bay
2025 Draft Budget
Supplementals - Operating Costs**

Department	Description	Estimated cost	Budgeted previously and unspent	Grant funding	2025 municipal funding required	Ongoing /One Time
Public Works	Resurface Chrystal Falls Rd.	109,188	-	-	109,188	One Time
Public Works	Mag Intake access road, roadbase pending \$1 mil.+ ditching-culverting-grading	40,000	-	-	40,000	One Time
Public Works	3 sets summer tires	18,000	-	-	18,000	One Time
Public Works	B service on 72 hydrants (A/B completed 2024)	36,000	-	-	36,000	One Time
Public Works	Refloor Smith Building (previously delayed due to planned move to Pit)	12,000	-	-	12,000	One Time
Public Works	Bridge-end inspection and potential remediation, B04 (Crosscreek on Harvey), possibly B05 (Bayview on Alberta), potentially B07 (Bayview PI on Alberta)	180,000	180,000	-	-	One Time
Public Works	Drought emergency reserve (not used, no longer needed, recover)	200,000	200,000	-	(200,000)	One Time
Public Works	Reassign drought emergency reserve to Battanni Creek recovery	200,000	-	-	200,000	One Time
Public Works	Increase vehicle maintenance budget: repair of aging vehicles	24,000	-	-	24,000	One Time
Public Works	Recycling depot	10,000	10,000	10,000	(10,000)	One Time
Public Works	Sewer I&I, 6 manholes	30,000	-	-	30,000	One Time
Public Works	Replace failed (leaking) 8" strainer at PRV 1	8,900	-	-	8,900	One Time
Public Works	Replacement of 4 leaking isolation valves at both plants	22,816	-	-	22,816	One Time
Public Works	Fix the SW abutment of the Lions Bay Ave. bridge over Harvey Ck.	24,616	-	-	24,616	One Time
Public Works	12 hydrovac service calls for service line daylighting	48,000	-	-	48,000	One Time
Public Works	Power and data to Mag Intake	4,000	-	-	4,000	One Time
Public Works	Replace 18 unreliable heads with 3000 K LED fixtures	9,560	-	-	9,560	One Time
Public Works	Spare gearbox for RBC	12,000	-	-	12,000	One Time
Administration	aMais Accounts Receivable module	7,000	-	-	7,000	Ongoing - \$2,100 maint fee
Fire	Increase in contribution to fire truck reserve	50,000	-	-	50,000	Ongoing
Fire	Increase Paid on Call standby pay rate closer to industry standards	50,000	-	-	50,000	Ongoing
		1,096,080	390,000	10,000	496,080	



**Village of Lions Bay Interim Housing Needs Report
Report to Council
January 21st, 2025**

Introduction

In the fall of 2023, a comprehensive suite of legislation changed the local government planning and land use framework to enable local governments to deliver more housing, in the right places, faster. New requirements for local government Housing Needs Reports (HNRs) are a key part of these changes.

As a result of these changes, local governments must complete an Interim HNR by January 1, 2025, using the HNR Method to calculate the number of housing units needed over 5 and 20 years.

Municipalities must then update their Official Community Plans (OCPs) and Zoning Bylaws by December 31, 2025, to accommodate the identified number of housing units. Regional district electoral areas (EAs) are exempt from these OCP and zoning requirements.

Following this, the next regular HNR is due by December 31, 2028, and corresponding updates to municipal OCPs and bylaws will be required by December 31, 2030. Subsequent reports and updates must be completed every five years. This update cycle is timed to correspond with each census data release.

Methodology

Requiring a standard method for calculating housing need in HNRs ('HNR Method') will ensure that all local governments produce robust, consistent, and comparable assessments of housing need.

The HNR Method estimates the total number of housing units required to address a community's current and anticipated housing needs over 5 and 20-year timeframes, based on publicly available data sources that can be applied to communities of various scales. It is composed of the following six components (Components A-F) of housing need, which are summed and rounded to the nearest whole number to determine the total 20-year housing need:

- A. The number of housing units for households in extreme core housing need
- B. The number of housing units for individuals experiencing homelessness
- C. The number of housing units for suppressed households
- D. The number of housing units for anticipated household growth

- E. The number of housing units required to increase the rental vacancy rate to 3%
- F. The number of housing units that reflects additional local housing demand (the “demand buffer”). This component is only included for municipalities.

Findings

The key findings obtained from using the HNR Method are presented in the table below:

2024 Interim Housing Needs Report (Standardized Methodology) Key Findings*	
Summary of Results	Lions Bay
Total 5-Year Housing Need (2026)	137
Total 20-Year Housing Need (2041)	454

* The 2024 Interim HNR is an update to the 2021 HNR. The 5-year and 20-year housing need projections are considered to begin in 2021.

Comparison to 2021 HNR

The existing Housing Needs Assessment Report, also referred to simply as the Housing Needs Report, completed in 2021 was prepared using data more specific to Village of Lions Bay and is overall a more fulsome and nuanced report than what is being presented to Council and what will constitute the 2025 Interim Housing Needs Report. As described in the Methodology section above, a standardized method of calculating housing need was used by Metro Vancouver to produce the 5-year and 20-year housing need projections. For most communities, the HNR Method will likely calculate a higher number of housing units needed than the housing needs identified in existing HNRs. As an example, the HNR Method accounts for suppressed household formation and the demand buffer, components which were typically excluded or ignored in previous HNRs. The HNR Method also uses BC Stats as the source for population projection, which will often be higher than projections used in existing reports. The demand buffer will be a major contributor to the higher numbers. Using the HNR Method, it was determined that a total of 137 new homes built within the 5-year period between 2021 to 2026 will satisfy the Village’s housing need. The 2021 HNR calculated that 35 new homes in that same period would be required.

Demand Buffer

For the purposes of HNRs, a demand factor based on a ratio of housing price to housing density is calculated for each applicable municipality. This factor is then multiplied by the sum of the housing units calculated for Components A (housing units to address extreme core housing need), B (housing units for persons experiencing homelessness), C (housing units to address suppressed household formation), and E (housing units to increase the rental vacancy rate) to determine the additional local housing demand. The large majority of housing in the Village of

Lions Bay are single-family detached homes which tend to be more expensive than regional averages and have relatively low density compared to other housing types. Because of this, the Village of Lions Bay, along with the Villages of Anmore and Belcarra, has the highest demand buffer ratio in Metro Vancouver at 1.45.

Conclusion

Municipalities are not required to meet, and there is no penalty for not meeting, the 5-year or 20-year housing needs projections. Instead, municipalities should update their Zoning Bylaw and Official Community Plan to ensure that the capacity to build the projected number of new homes is supported in these policies. Any necessary changes to the Zoning Bylaw and OCP to create that capacity will be determined by Village of Lions Bay prior to December 31st 2025.



Eric White BA
Land Use & Planning Consultant
RWPAS Ltd.

Proposed Appendix to November 2021 Housing Needs Report

In the fall of 2023, a comprehensive suite of legislation changed the local government planning and land use framework to enable local governments to deliver more housing, in the right places, faster. New requirements for local government Housing Needs Reports (HNRs) are a key part of these changes.

As a result of these changes, local governments must complete an Interim HNR by January 1, 2025, using the HNR Method to calculate the number of housing units needed over 5 and 20 years.

The information contained in this document in the form of an appendix to the existing HNR meets the provincial requirement for an Interim Housing Needs report. A Regular Housing Needs Report is required to be completed prior to December 31st, 2028, and then every five years thereafter.

Methodology

Requiring a standard method for calculating housing need in HNRs ('HNR Method') will ensure that all local governments produce robust, consistent, and comparable assessments of housing need.

The HNR Method estimates the total number of housing units required to address a community's current and anticipated housing needs over 5- and 20-year timeframes, based on publicly available data sources that can be applied to communities of various scales. It is composed of the following six components (Components A-F) of housing need, which are summed and rounded to the nearest whole number to determine the total 20-year housing need:

- A. The number of housing units for households in extreme core housing need
- B. The number of housing units for individuals experiencing homelessness
- C. The number of housing units for suppressed households
- D. The number of housing units for anticipated household growth
- E. The number of housing units required to increase the rental vacancy rate to 3%
- F. The number of housing units that reflects additional local housing demand (the "demand buffer"). This component is only included for municipalities. There is no requirement to apply the demand factor to regional district electoral areas.

The complete data and calculations for all six components are included at the end of this report.

Findings

The key findings obtained from using the HNR Method are presented in the table below:

2024 Interim Housing Needs Report (Standardized Methodology) Key Findings*	
Summary of Results	Lions Bay
Total 5-Year Housing Need (2026)	137
Total 20-Year Housing Need (2041)	454

* The 2024 Interim HNR is an update to the 2021 HNR. The 5-year and 20-year housing need projections are considered to begin in 2021.

Reduction of Housing Needs

Village of Lions Bay Staff, informed by discussions with the Ministry of Housing and Municipal Affairs, will determine what changes are needed, if any, to the existing Zoning Bylaw and Official Community Plan so that the capacity to meet the 5-year and 20-year Housing Need projections are supported by these policies. The Zoning Bylaw and OCP are required to be updated prior to December 31st, 2025.

Preferred Locations of New Housing

Wherever possible, new housing should be built in close proximity to transportation infrastructure that supports walking, bicycling, public transit or other alternative forms of transportation. The updated Zoning Bylaw and OCP should reflect this principle.

2024 Interim Housing Needs Report - Standardized Methodology Calculations				
Lions Bay				
Prepared by: Metro Vancouver Regional District, Regional Planning & Housing Services				
Technical Guidelines: https://www2.gov.bc.ca/assets/gov/housing-and-tenancy/tools-for-government/uploads/hnr_method				
2024 Interim Housing Needs Report (Standardized Methodology) Key Findings				
Summary of Results		Lions Bay		
Total 5-Year Housing Need (2026)		137		
Total 20-Year Housing Need (2041)		454		

COMPONENT A: Housing units and extreme core housing need HNRR s. 17 (VHNRR s. 12)

Table 1: Extreme core housing need, Steps 1 and 2

Total Households	2006		2011		2016		2021		Average ECHN Rate
Owners	475		435		455		445		
Renters	40		65		40		60		
Extreme Core Housing Need	#	% of total	#	% of total	#	% of total	#	% of total	
Owners with a mortgage	n/a		n/a		n/a		0	0.0%	0.0%
Renters	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0.0%

Table 2: Extreme core housing need, Steps 3 and 4

Total Households	2021 Households	Average ECHN Rate	Households in ECHN
Owners		n/a	n/a
Owners with a mortgage	445	0.0%	0
Renters	60	0.0%	0
Total New Units - 20 years			0

COMPONENT B: Housing units and homelessness HNRR s. 18 (VHNRR s. 13)

Table 3: People experiencing homelessness, Steps 1, 2 and 3

Regional Population	Local Population		Regional PEH	Proportional Local PEH
	#	% of Region		
2,607,015	1,390	0.1%	11,392	6
Total New Units - 20 years				6

COMPONENT C: Housing units and suppressed household formation HNRR s. 19 (VHNR s. 14)

Table 4: Suppressed household formation, Step 1

Age - Primary Household Maintainer - 2006 Categories	2006 Households		Age - Primary Household Maintainer - 2021 Categories	2021 Households	
	Owner	Renter		Owner	Renter
Under 25 years	0	0	15 to 24 years	0	0
25 to 34 years	20	0	25 to 34 years	10	0
35 to 44 years	80	20	35 to 44 years	40	0
45 to 54 years	120	0	45 to 54 years	105	20
55 to 64 years	145	0	55 to 64 years	95	15
65 to 74 years	60	0	65 to 74 years	140	15
75 years and over	55	0	75 to 84 years	50	0
			85 years and over	0	0

Table 5: Suppressed household formation, Step 2

Age Categories - Household Maintainers	Age Categories - Population	2006 Population		2021 Population	
		All Categories	Summed Categories	All Categories	Summed Categories
15 to 24 years	15 to 19 years	80	170	110	165
	20 to 24 years	90		55	
25 to 34 years	25 to 29 years	15	60	50	95
	30 to 34 years	45		45	
35 to 44 years	35 to 39 years	90	200	75	130
	40 to 44 years	110		55	
45 to 54 years	45 to 49 years	125	240	120	220
	50 to 54 years	115		100	
55 to 64 years	55 to 59 years	150	280	115	245
	60 to 64 years	130		130	
65 to 74 years	65 to 69 years	80	115	155	245
	70 to 74 years	35		90	
75 years and over	75 to 79 years	20	65	30	110
	80 to 84 years	35		65	
	85 years and over	10		15	

Table 6: Suppressed household formation, Step 3

Age Categories - Household Maintainers	2006 Households		2006 Population	2006 Headship Rate	
	Owner	Renter		Owner	Renter
15 to 24 years	0	0	170	0.0%	0.0%
25 to 34 years	20	0	60	33.3%	0.0%
35 to 44 years	80	20	200	40.0%	10.0%
45 to 54 years	120	0	240	50.0%	0.0%
55 to 64 years	145	0	280	51.8%	0.0%
65 to 74 years	60	0	115	52.2%	0.0%
75 years and over	55	0	65	84.6%	0.0%

Table 7: Suppressed household formation, Step 4

Age Categories - Household Maintainers	2006 Headship Rate		2021 Population	2021 Potential Households	
	Owner	Renter		Owner	Renter
15 to 24 years	0.0%	0.0%	165	0	0
25 to 34 years	33.3%	0.0%	95	32	0
35 to 44 years	40.0%	10.0%	130	52	13
45 to 54 years	50.0%	0.0%	220	110	0
55 to 64 years	51.8%	0.0%	245	127	0
65 to 74 years	52.2%	0.0%	245	128	0
75 years and over	84.6%	0.0%	110	93	0

Table 8: Suppressed household formation, Steps 5 and 6

Age Categories - Household Maintainers	2021 Potential Households		2021 Households		2021 Suppressed Households		
	Owner	Renter	Owner	Renter	Owner	Renter	Total
15 to 24 years	0	0	0	0	0	0	0
25 to 34 years	32	0	10	0	22	0	22
35 to 44 years	52	13	40	0	12	13	25
45 to 54 years	110	0	105	20	5	-20	0
55 to 64 years	127	0	95	15	32	-15	17
65 to 74 years	128	0	140	15	-12	-15	0
75 years and over	93	0	50	0	43	0	43
Total New Units - 20 years							107

COMPONENT D: Housing units and anticipated household growth HNRR s. 20 (VHNRR s. 15)				
Table 9: Anticipated household growth, Step 1				
Regional District Projections	2021	2041	Regional Growth Rate	
Households	1,043,315	1,580,744	51.5%	
Table 10: Anticipated household growth, Steps 2, 3, 4 and 5				
Growth Scenarios	Regional Growth Rate	Households		New Units
		2021	2041	
Local Household Growth	n/a	505	596	91
Regionally Based Household Growth	51.5%	505	n/a	260
Scenario Average				176
Total New Units - 20 years				176

COMPONENT E: Housing units and rental vacancy rate HNRR s. 21 (VHNRR s. 16)				
Table 11: Rental vacancy rate adjustment, Steps 1, 2, 3 and 4				
	Vacancy Rate (2021)	Occupied Rate	Renter Households	Estimated Number of Units
Target Vacancy Rate	3.0%	97.0%	60	62
Local Vacancy Rate*	1.4%	98.6%		61
Total New Units - 20 years				1
*Note: Used British Columbia's vacancy rate for "row/apartment" as per the HNR Method Technical Guidelines.				

COMPONENT F: Housing units and demand (the "demand buffer") HNRR s. 22 (VHNRR s. 17)		
Table 12: Additional local housing demand, Steps 1 and 2		
Component	Result	
A Extreme Core Housing Need	0	
B Persons Experience Homelessness	6	
C Suppressed Household Formation	107	
E Rental Vacancy Rate Adjustment	1	
Total	114	
Demand Factor	1.45	
Total New Units - 20 Years	165	

TOTAL 20-YEAR HOUSING NEED			
Table 13: Total 20-year Housing Need			
Component	Total Housing Need		
A Extreme Core Housing Need	0		
B Persons Experience Homelessness	6		
C Suppressed Household Formation	107		
D Anticipated Household Growth	176		
E Rental Vacancy Rate Adjustment	1		
F Additional Demand	165		
Total New Units - 20 Years	454		

TOTAL 5-YEAR HOUSING NEED			
Table 14: Total 5-year Housing Need			
Component	Total Housing Need		
A Extreme Core Housing Need	0		
B Persons Experience Homelessness	3		
C Suppressed Household Formation	27		
D Anticipated Household Growth	66		
E Rental Vacancy Rate Adjustment	0		
F Additional Demand	41		
Total New Units - 5 Years	137		

Component D: 5-Year Calculations			

Table 9: Anticipated household growth, Step 1			
Regional District Projections	2021	2026	Regional Growth Rate
Households	1,043,315	1,221,910	17.1%

Table 10: Anticipated household growth, Steps 2, 3, 4 and 5				
Growth Scenarios	Regional Growth Rate	Households		New Units
		2021	2026	
Local Household Growth	n/a	505	550	45
Regionally Based Household Growth	17.1%	505	n/a	86
Scenario Average				66
Total New Units - 5 years				66



HOUSING NEEDS ASSESSMENT

Village of Lions Bay

Prepared by:
RWPAS
&
Focus Consulting

Completed November 2021

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Introduction

In 2019 the province passed legislation requiring local governments to collect data, analyze trends, and prepare reports that describe current and projected housing needs in their communities.

The intent of this legislated requirement is to strengthen the ability of local governments to understand their current and future housing needs, and to ensure that local policies, plans, and development decisions that follow are based on current evidence. The Provincial legislation dictates that each community provide a consolidated data summary; this is included here as Appendix A.

In support of this statutory obligation, Metro Vancouver have prepared detailed statistical descriptions for all municipalities in the Metro Vancouver Regional District. The descriptive details assembled by Metro Vancouver for Lions Bay is included here as Appendix B.

This brief extracts key data to draw out the more critical issues that the Village of Lions Bay should address to ensure a healthy balanced housing market over the coming decade. This covers:

- Brief synthesis of local demographic and market conditions
- Identifying anticipated housing requirements
- Quantifying housing need to which the market does not respond and requiring proactive policy and programming by the municipality

In undertaking a municipal level housing needs analysis (HNA) it is important to note that Lions Bay is situated within a large metropolitan region, with a metropolitan housing and labour market that is indifferent to local jurisdictional boundaries. This is especially important since Lions Bay accounts for only 0.05% of the regional population. As the regional population grows, mainly because of migration, even a small portion of regional growth could potentially have significant impacts on Lions Bay.

Local land supply, redevelopment of existing properties and policies that either encourage or constrain construction of new housing, and the form and size of these homes will in turn influence how potential growth evolves in the Village of Lions Bay. This will then impact on both housing requirements and need.

In undertaking this assessment, it is helpful at the outset to distinguish between two key concepts: housing requirements and housing need.

- **Housing requirements** derive from household growth and reflect the total number of new homes that will be required to meet anticipated demand.
- **Housing need** is a more distinct subset. For the purpose of this Housing Needs Assessment the term “need” is used to enumerate households that are already housed, but do not have sufficient income to afford this housing without financial stress. This is more narrowly defined below using the CMHC "core housing need" concept. And because their income is low, they lack “effective demand”. In such cases some form of assisted non-market housing is typically required. This includes constructing social or affordable housing as well as providing assistance to help cover the cost of housing (increase effective demand).

Overview of the local demographic and market context

The Village of Lions Bay is primarily a residential suburb with minimal local economic activity and employment. Commuting patterns from the 2016 census reveal that 93% of those in the labour force leave the Village daily to work in other parts of the region, by comparison only 6.5% live and work in Lions Bay.

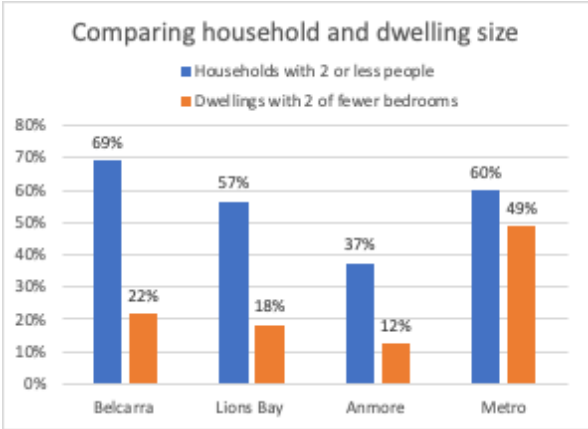
The housing stock is almost exclusively in the form of owner occupied single detached dwellings. Some 94% of homes are single-detached and 92% are owner occupied, the highest level of ownership in Metro. There is a very small number of rented dwellings mainly in the form of semi-detached and secondary suites within homes (informal Village listing suggests approximately 60 of these).

The high rate of ownership reflects a relatively high median household income (\$119,500), much higher than the Metro average (\$72,500). Notably the incomes of owners (\$130,800) are much higher than those of renters (\$73,100), which is typical across the country. And while there are only a few renters in Lions Bay, their incomes are higher than the median for Metro renters (\$49,000).

While single detached homes dominate the housing stock, just over one third are occupied by families with children. Couples with children account for 39% of households, augmented by 3% of lone parents with children.

The largest family type are couples with no children at home (48%). The scale of empty nesters, augmented by older singles is then reflected in the median age of individuals, 49.2 years which is considerably higher than the median age across Metro (40.6 years).

The family/household type and distribution reflect the size of households, with 57% comprised of only one or two persons, slightly lower than the other villages in the region.



There is clearly a mismatch in the characteristics of the population and the existing dominant housing form and size. While 57% of households have two or fewer persons, only 18% of houses have less than 3 bedrooms. Many empty nesters remain in larger homes, suggesting some degree of over-housing.

One-third of households (age of primary maintainer) are aged over 65 but the larger group (46%) are those aged 45-64, predominantly childless couples (many empty nesters) who will gradually expand the number of seniors (implications for services and improved accessibility). The average number of persons in a Lions Bay household was 2.7, just above the average household size in Metro Vancouver (2.5) and BC (2.4). While there are many small households these are mainly 2 person, and a sizeable number of 4+ families pull up the overall average.

This raises an important issue of mismatch – while many of these smaller, older households may wish to remain in the family home, is there demand for smaller dwellings in the village so that these individuals can downsize but remain in the same community? Can or should the planning process seek to encourage and enable this type of smaller unit development?

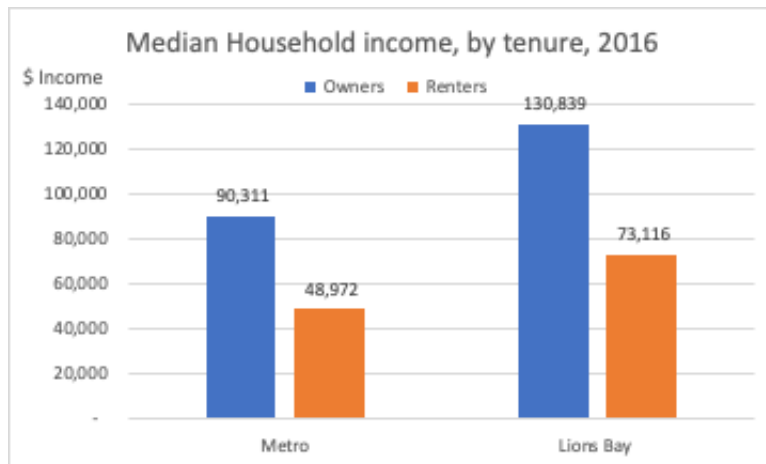
Home prices and affordability

Due to the small market size, and small number of sales annually, real estate transaction data from the Real Estate Board are not available for Lions Bay, so to identify home prices the occupant assessed home values as reported in the 2016 census are used here.

In part reflecting the existing stock, almost entirely comprised of single detached homes, the median home values are high, at almost \$1.4 million, well above the Metro median of \$800,000 (these are 2016 estimates – and are now obviously much higher).

With few rentals, and again, these being in the form of rented semi-detached and secondary suites within dwellings, these are not reported in the CMHC rental survey (which covers only multi-unit structures with 3 or more units) there is also no formal data, but the census rent distribution reveals that all renters in 2016 paid over \$1,500 and two-thirds above \$2,000 so the median rent is over this amount. ¹

But while prices and rents are high, so are incomes. The median renter household in Lions Bay brings home more than \$73,100, 50% above the Metro average (\$48,900). And owners enjoy a median income over \$130,000.

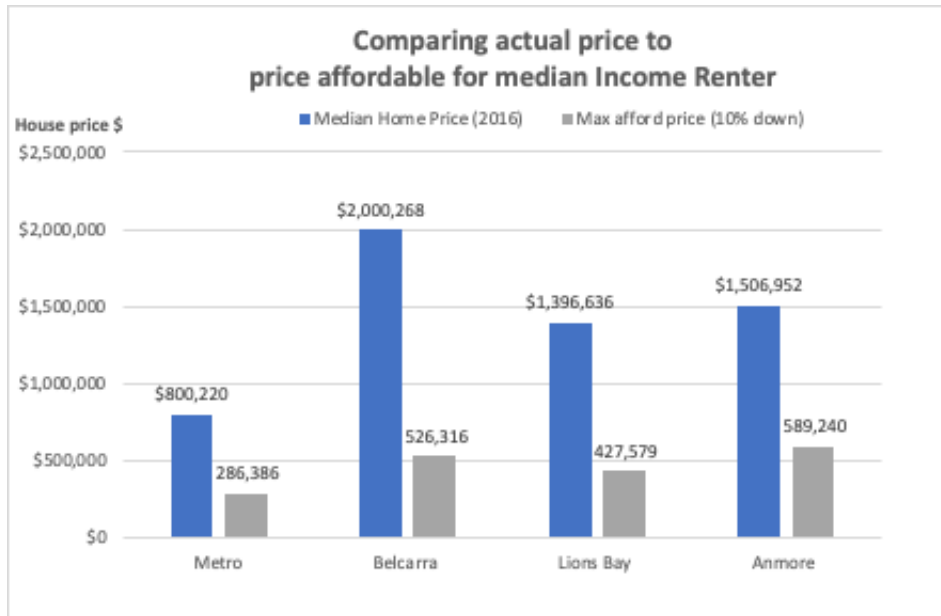


While this suggests an income to house price multiplier of 11, many of these owners are long term owners and paid much less to initially buy their home, so this metric is misleading. It does, however, show that ownership for first time buyers, without accumulated equity of move up buyers, is prohibitive.

At the median price of \$ 1.4 million (2016) no renters – neither those from rest of Metro, nor local renters already resident in Lions Bay can afford to buy.

¹ The census categories do not explicitly identify secondary suites within homes - a Village registry identifies approximately 60 such suites, not all legal

Assuming a mortgage amortized over 25 years at 3% with a 10% down payment we can determine the price that would be affordable at the median income (Metro and in Lions Bay).² Comparing the affordable price for a median renter household to the actual 2016 values reveals that in both Lions Bay (\$427,600) and across Metro (\$286,400), no existing renters can afford to buy a median priced home in Lions Bay (\$1.4 million).



Core housing need

The standardized measure of housing need in Canada is the concept of core housing need, designed and implemented by Canada Mortgage and Housing Corp (CMHC). This determines if a household falls below any of three standards – adequacy (physical condition), suitability (crowding), and affordability (pay over 30% gross income for housing); and if their income is below that required to afford a median rent in the local area (in this case Metro Vancouver). National, provincial, and metro data show that core need is far higher among renters and is predominantly a problem of affordability.

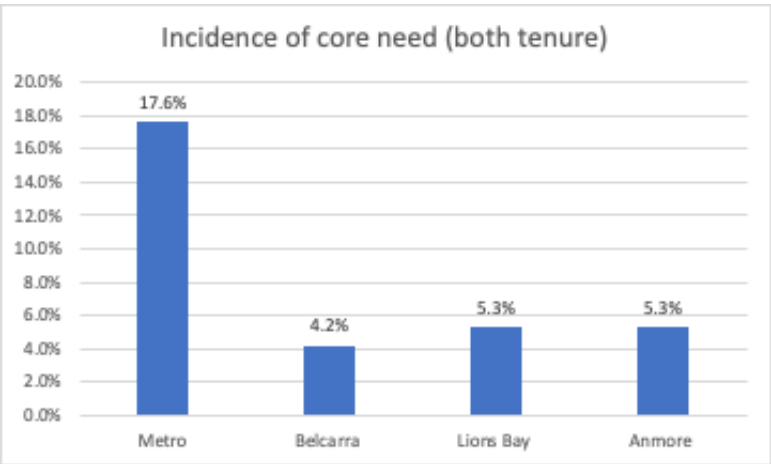
Looking only at the three first round tests, before applying the income criteria, the data suggest that 22% of households pay over 30% of income and 12.1% live in dwellings in need of major repair. However, when the stage 2 income criteria is applied, the incidence of affordability and

² A shelter to income ratio of 30% is commonly used as a measure of affordability and adopted in the CMHC core need concept. Of course, this is relative to income, as used here to estimate purchase affordability.

adequacy problems declines substantially - mainly due to high incomes and the presumption that these households have the financial capacity to remedy their problem without assistance.

Unfortunately, because the population of Lions Bay is very small and there are very few renters, core need can be determined only at an aggregate level (combining renters and owners). And reflecting the noted high incomes of local households, the incidence rate of core need is quite low, only 5.3% of all households are in need. This compares with the much higher rates of 17.6% in Metro and 14.9% province wide but is similar to the other small villages in Metro.

Because the number in need is so small, the data support only minimal detailed analysis by type of household and age cohort.³



When examining households found to be in core need the incidence is typically much higher for renters, and mainly because they have much lower incomes than owners. At the Metro scale, and again, driven by income, households with a single income, especially lone parents (34.5%) and singles (28%) are the two household types most in need. Comparable data is not available for Lions Bay.

Recent population, household growth and housing market response

Among the three villages in the metropolitan region, Lions Bay is middle sized, but closer in population to Anmore than to Belcarra. But unlike Anmore, Lions Bay has had only minimal population growth (0.5% since 2006).

³ Statistics Canada round values randomly up or down to nearest 5, so for example, a raw count of 7 may appear at 5 or 10. This impacts calculation of percentages resulting in a lack of precision in the incidence rates presented here.

More significantly while the census data identify a small increase in population between 2006 to 2016, it also reports a small decrease in the number of households (-1.9%). This would result from the natural growth with more children in families and increased average persons per household, while the number of households marginally declined.

Reflecting, or perhaps contributing to, this minimal population and household growth, there was minimal new housing construction. Between 2011-2019 only 13 new homes (all single detached) were constructed, and 3 were demolished creating a net change of only 1 home per year.

A key objective of this HNA is to anticipate future growth and need. This is explored by drawing on projections developed by Metro.⁴

Metro use a cohort survival model (births and deaths) augmented by estimates of likely migration. Migration (including international, but mainly domestic) is the primary factor influencing growth and is the most challenging to predict. What attracts people (households) either from elsewhere in the region, or from outside the region. And how does housing availability (new supply or from homes being vacated by current occupant impact migration? Does new housing construction respond to latent demand, or does demand materialize as a result of the availability of homes?

In a small community that exists within a larger region in which there is a wide array of choice and affordability, it is more likely that new migration is driven by availability of homes and by their design, size, and price, relative to other parts of the region.

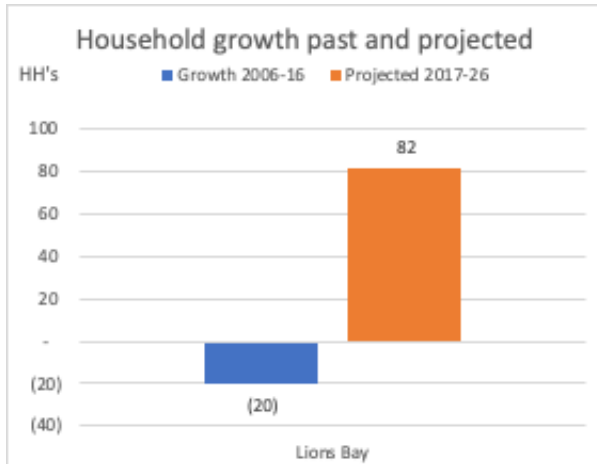
Therefore, the municipality can influence and manage growth. It can attract growth by expanding the supply of serviced lots or regulating increased density in existing developed areas; and it can equally restrict new migration and growth by constraining serviced land supply and development capacity, which appears to be the case in Lions Bay.

In developing estimates of population and household growth, Metro uses information on recent activity and plans for servicing and infrastructure to adjust natural growth estimates. Metro projections for 2021-26 suggest a small acceleration in the growth rate, with population increasing by 130 people 2016-2026. This is expected to create demand for an additional 82 homes. This implies an average household size of only 1.6, much lower than the 2016 average

⁴ Metro Vancouver planners provided estimates based on the draft for Metro 2050, the regional growth strategy. At the time of publication, Metro 2050 has not yet been adopted by the Metro Vancouver Regional District Board.

of 2.7. This is because families are aging and children leaving, with net growth coming mainly from aging, non-family households. That said, if the predominant form of new construction is larger detached homes, this may result in new families and alter the total count and average size projected by Metro.

This suggests an increase in construction up to 8 homes per year, compared to only one per



year for 2006-16. These estimates assume that sufficient serviced land supply is made available. Without additional serviced lots the projected growth will not be realized. Alternatively new households might be accommodated by adding suites or secondary dwellings on existing properties, especially to accommodate children or parents of primary occupant.

It is notable, that in developing these projections, Metro uses an age cohort survival model. This predicts that the population under 15 and 20-44 will decline - that is, fewer families with children; while those 65 and over, mainly empty nesters will increase (by 46%).

As noted earlier, there are currently no options for these smaller aging households to downsize and remain in Lions Bay. Consequently, it would be desirable to plan for and encourage builders to add smaller dwellings, rather than continuing the practice of building almost exclusively larger detached homes.

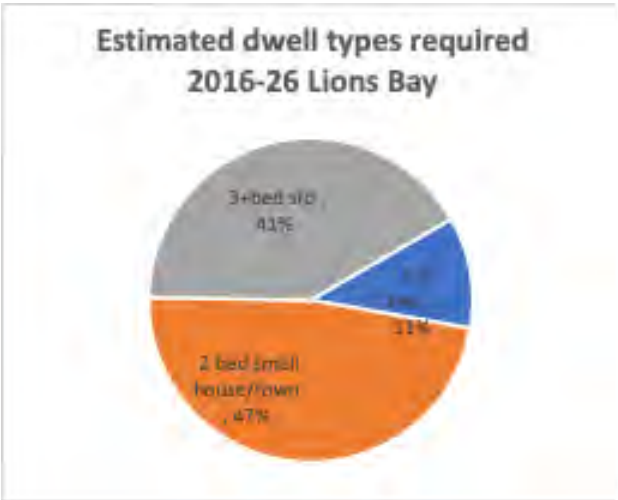
Anticipated future housing requirements

The Provincial guidelines for HNAs require projections to distinguish the mix of dwelling types/sizes that will be required as well as how the number in core need might grow.

Looking first to dwelling type requirements, based on current demographics. Examining the mix of current household types and sizes and assigning these against an assumed dwelling typology it is assumed that the household types align with the following dwelling configurations.

Household type	Dwell type
Singles	1.5 bed apt or secondary suite
Couple (no children), Lone parents, Non-Family 2+	2 bed apt or small house/town
Couple with kids, other (multi-family)	3+bed sfd

We then examine the distribution of household types (in 2016 census) and apply this pattern to the projected growth in population and households (reported above) to estimate the mix required over the decade 2016-26.



Applying this suggested dwelling typology to the 2016 population and households suggests that 41% of new homes (34) should be 3+ bedroom detached; 47% (39) should be small townhome or apartments and 11% (9) should be 1 bed+den apartments (e.g., secondary suites or coach homes).

This mix is considerably different from the existing mix (92% detached) as well as from the pattern of recent construction, exclusively

single detached homes.

Given the dominance of larger detached home, in order to accommodate the aging and decline in size of households an even stronger focus on smaller age-appropriate forms would enable the opportunity for existing empty nesters to downsize, while remaining in the community. This could include retrofitting some existing homes to divide into two dwellings, or more practically replacing older singles with semi-detached or triplex type development.

Anticipating future core housing need

Given the high-income profile in Lions Bay, the number and incidence of core need is much lower than the provincial and Metro average. Only 5.3% of households were found to be in need.

If this incidence rate is applied to the expected growth over the decade 2016-26, fewer than one additional household would be in core need. And given the absence of lower rent housing in the community the migration of potential core need households is extremely unlikely.

Concluding comments

This assessment has sought to quantify both future housing requirements and core housing need. The growth estimates suggest minimal growth, although this can be influenced and shifted if the municipality secures approval to add serviced lots. Consequently, the population and household projections generated by Metro, are tentative and notional only.

The key takeaway from this analysis is in relation to the dominant built form and mismatch with demographics – many small households, few small dwellings. Many former family households are aging in place, in quite large and quite expensive homes. There are very few existing options for these aging empty nesters to downsize and remain in the Village of Lions Bay.

Ideally policies should be implemented to encourage and incent new construction to focus on smaller dwelling types. The topography and existing dwelling sizes preclude any significant infill, so this will mostly rely on demolition and replacement. Policies to encourage installation of secondary suites in some larger homes may also be beneficial, both to accommodate low-cost options for essential key workers (e.g., teachers, firefighters) as well as enabling intergeneration living.

Housing Needs Reports – Summary Form

MUNICIPALITY/ELECTORAL AREA/LOCAL TRUST AREA: Village of Lions Bay

REGIONAL DISTRICT: Metro Vancouver Regional District

DATE OF REPORT COMPLETION: November 2021 (MONTH/YYYY)

PART 1: KEY INDICATORS & INFORMATION

Instructions: please complete the fields below with the most recent data, as available.

LOCATION	Neighbouring municipalities and electoral areas:	City of West Vancouver, Bowen Island Municipality, Electoral Area A, District of Squamish
	Neighbouring First Nations:	Squamish Nation, Tsleil-Waututh Nation, Musqueam Nation

POPULATION	Population: 1,334 (2016); 1,440 (2021)		Change since 2006 :	0.5 %		
	Projected population in 5 years: 1,460 (2026)		Projected change:	1.4 %		
	Number of households: 495 (2016); 560 (2021)		Change since 2006 :	-3.9 %		
	Projected number of households in 5 years: 595		Projected change:	6.3 %		
	Average household size: 2.7					
	Projected average household size in 5 years: 2.4					
	Median age (local): 49.2		Median age (RD): 40.9	Median age (BC): 43.0		
	Projected median age in 5 years: 41.7 (RD)					
	Seniors 65+ (local):	21.7 %	Seniors 65+ (RD):	15.7 %	Seniors 65+ (BC):	18.3 %
	Projected seniors 65+ in 5 years:				27.4 %	
	Owner households:		90.9 %	Renter households:		9.1 %
	Renter households in subsidized housing:				0 %	

INCOME	Median household income	Local	Regional District	BC
	All households	\$ 119,507	\$ 72,585	\$ 69,979
	Renter households	\$ 73,116	\$ 48,959	\$ 45,895
	Owner households	\$ 130,839	\$ 90,278	\$ 84,976

ECONOMY	Participation rate: 68.6 %	Unemployment rate: 3.9 %
	Major local industries: professional, scientific and technical services (18.1% of the workforce), arts, entertainment, and recreation (9.0%), educational services (8.4%), and retail trade (8.4%)	

HOUSING	Median assessed housing values: \$ 1,396,636	Median housing sale price: \$ N/A
	Median monthly rent: \$ N/A	Rental vacancy rate: N/A %
	Housing units - total: 495 (2016); 560 (2021)	Housing units – subsidized: 0
	Annual registered new homes - total: 2 (2020)	Annual registered new homes - rental: N/A
	Households below <i>affordability</i> standards (spending 30%+ of income on shelter):	22.2 %
	Households below <i>adequacy</i> standards (in dwellings requiring major repairs):	12.1 %
	Households below <i>suitability</i> standards (in overcrowded dwellings):	0 %

Briefly summarize the following:

1. Housing policies in local official community plans and regional growth strategies (if applicable):

The Village of Lions Bay's current OCP (adopted in 2009) contains policies and actions for managing development (e.g., secondary suites, new housing opportunities).

2. Any community consultation undertaken during development of the housing needs report:

During the production of this housing needs report, drafts of the analysis were shared with Village officials, and subsequently presented to council.

3. Any consultation undertaken with persons, organizations and authorities (e.g. local governments, health authorities, and the provincial and federal governments and their agencies).

Metro Vancouver Planning staff was consulted on background data and population and household projections.

4. Any consultation undertaken with First Nations:

No, not directly related to this needs assessment.

PART 2: KEY FINDINGS

Table 1: Estimated number of units needed, by type (# of bedrooms)

	Currently	Anticipated (5 years)
0 bedrooms (bachelor)	0	0
1 bedroom	0	66
2 bedrooms	85	283
3+ bedrooms	405	246
Total	495	595

Comments:

There is an existing mismatch with many larger dwellings and declining number of households with more than 2 persons. Additions to stock should focus on creating smaller age appropriate dwellings to facilitate downsizing and aging in place.

Table 2: Households in Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
Of which are in core housing need					25	5.3%
Of which are owner households		n/a		n/a		n/a
Of which are renter households		n/a		n/a		n/a

Comments:

Incidence rate is impacted by small, unreliable counts due to Statistics Canada rounding to nearest 5.

Table 3: Households in *Extreme* Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
Of which are in extreme core housing need						
Of which are owner households						
Of which are renter households						

Comments:

The number in need is too small to provide reliable estimates. High incomes eliminate most core need assessment in the Village.

Briefly summarize current and anticipated needs for each of the following:

1. Affordable housing:

High median incomes among both owners and renters reduce and minimize need for assisted affordable housing. Those in need are typically able to address without public assistance by drawing on either retirement income or from home equity.

2. Rental housing:

While some homes are rented, these are semi-detached and row units - there are no apartment structures. Renters make up only 8% of all households in the Village.

3. Special needs housing:

None identified, although as existing households age in place such need may emerge

4. Housing for seniors:

This will become increasingly important. Consideration should be given to building age appropriate housing

5. Housing for families:

There is a current surplus of family sized homes; impediment for new households is the high prices, which preclude many young family first time buyers.

6. Shelters for people experiencing homelessness and housing for people at risk of homelessness:

n/a

7. Any other population groups with specific housing needs identified in the report:

n/a

Were there any other key issues identified through the process of developing your housing needs report?

The main issue, as noted in the report document, is the mismatch in household size and dwelling type/size (e.g., lack of smaller homes).



Addendum to the Village of Lions Bay Housing Needs Assessment Report (per March 2022 Village of Lions Bay data, unless otherwise indicated)

- Total Land Area: **2.53 km²** (per 2021 Census)
- 2021 Population Count: **1390** (per 2021 Census)
- Number of Townhouses: **26**
- Number of Single Family Dwellings (SFDs) on assessment roll: **528**
- Number of Registered Secondary Suites in those SFDs: **58**
- Total Dwellings/Households: **612** (557 per 2021 Census)
- Number of Undeveloped RS-1 lots with capacity for sewer service: **10** (of which 3 have new Building Permits)
- Number of Undeveloped RS-1 lots requiring on-site septic service: **7** (of which 1 has a Building Permit pending)
- Total number of SFD parcels (developed and undeveloped): **545**

Some SFD lots would be eligible to add a cottage or subdivide. The ability to add a cottage or subdivide depends upon the particular circumstances of the parcel and, without limitation, such factors as size, access, setbacks, water and sewage capacity, topography, and hazards, as well as the adoption of OCP amendments to incorporate statements and map designations regarding restrictions on the use of land that is subject to hazardous conditions, per the *Local Government Act*. These constraints are exacerbated by the size of the Village which, at 2.53 square kilometres, is one of the smallest municipalities in the province, and by a lack of services to support rural growth in the community.

**There are additional undeveloped "parcels" that may show up on a search of the assessment role, but most are owned by the Province and many relate to lands adjacent to creek mitigation works. There are a few parcels owned by the Municipality for parks and for current or future infrastructure; the remainder are mainly large parcels above existing development, some of which are considered hazard lands. There are an additional three parcels owned by private entities but two of those are essentially part of a larger parcel and should be merged; none of the three are separately developable.*

HOUSING NEEDS REPORT
Community and Housing Profile
Village of Lions Bay

July 2021

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1. INTRODUCTION

Local governments across the Metro Vancouver region and across British Columbia encounter challenges in their efforts to achieve a diverse and affordable housing supply for all residents. Housing needs reports collect, review, and analyze data about current and projected population, household income, significant economic sectors, and the currently available and anticipated housing units in a given community, in order to establish a baseline understanding of housing need and demand. The housing needs report becomes the basis for determining current and projected housing need, and provides evidence-based information to support local planning efforts in addressing these gaps.

This report is structured in three parts:

- 1. Introduction**
Describes the housing needs report requirement for local governments in British Columbia, the study purpose, and regional context.
- 2. Community Profile**
Provides key demographic, household, and economic data, including population and household projections.
- 3. Housing Profile**
Provides an overview of housing supply, market conditions, and housing indicators.

1.1 PURPOSE

New legislative requirements in British Columbia (BC) took effect April 16, 2019 requiring local governments to collect data, analyze trends and prepare reports that describe current and projected housing needs in their communities. Municipalities and regional districts in BC are required to complete publicly accessible housing needs reports by April 2022 and every five years thereafter.

Housing needs reports are intended to strengthen the ability of local governments to understand their current and future housing needs, and to ensure that local policies, plans, and development decisions that follow are based on recent evidence. These reports can identify existing and projected gaps in housing supply by collecting and analyzing quantitative and qualitative information about local demographics, economics, housing stock, and other factors. Having a housing needs report is a critical input that supports the development of a comprehensive housing strategy or action plan.

1.2 REGIONAL CONTEXT

Local governments are required to consider the most recently collected information and housing needs report when amending an official community plan or regional growth strategy. In Metro Vancouver, member jurisdictions are required to adopt Regional Context Statements which include policies or strategies that will work toward meeting future housing demand as set out in the regional growth strategy.

2. COMMUNITY PROFILE

The community profile section examines key demographic, household, and economic indicators for the Village of Lions Bay (referred to as “Lions Bay” from now), including population growth, age, household

characteristics, and labour force statistics. Where it is relevant, Metro Vancouver and the Province of BC are used as a benchmark for comparison.

2.1 DEMOGRAPHICS

Population

According to the 2016 Census of Population, there were 1,334 people living in Lions Bay. Lions Bay represented 0.05% of the Metro Vancouver population, which was 2.5 million in 2016. Between 2006 and 2016 (the three most recent census periods), Lions Bay's population increased by 0.5%, which was a growth of 6 people. Table 1 shows the population change in Lions Bay, Metro Vancouver and British Columbia from 2006 to 2016.

Table 1. Population Change, Lions Bay, Metro Vancouver, and BC (2006, 2011, 2016)

Community / Area	Population Growth	2006	2011	2016
Lions Bay	0.5%	1,328	1,318	1,334
Metro Vancouver	16.4%	2,116,581	2,313,328	2,463,431
British Columbia	13.0%	4,113,487	4,400,057	4,648,055

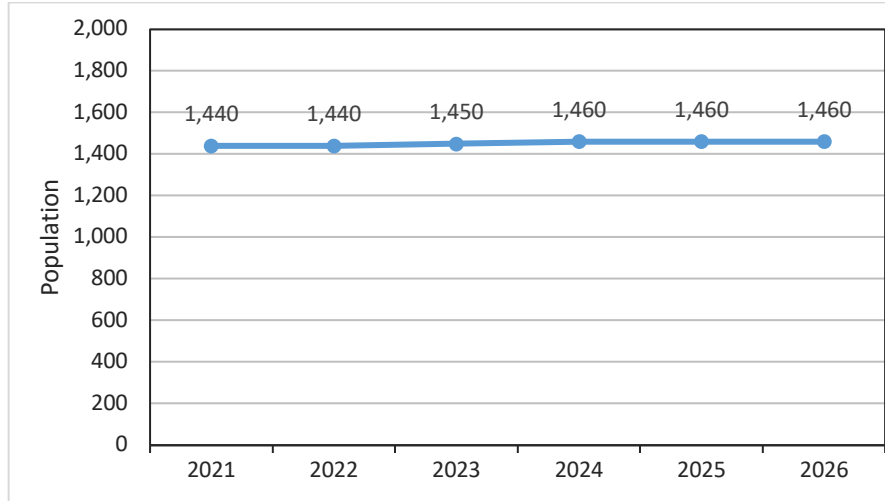
Source: Statistics Canada, Census of Population, 2006, 2011, 2016.

ANTICIPATED POPULATION

Metro Vancouver prepares population and growth projections for the region and its member jurisdictions. According to the most recent projections¹, Lions Bay's population is anticipated to increase by 20 people, from 1,440 residents in 2021 to 1,460 residents in 2026.

¹ The projections included here represent the latest available draft projections at the time of publication, and may change once the final regional projections are adopted by the Metro Vancouver Regional District Board.

Figure 1. Anticipated Population, Lions Bay (2021 to 2026)



Source: Metro Vancouver

The growth shown in Figure 1 represents an anticipated population growth of 1.4% over a 5-year period. In comparison, the Metro Vancouver region is expected to experience 8.5% population growth over the 5-year period, 2021-2026 (Table 2).

Table 2. Anticipated Population Growth, Lions Bay and Metro Vancouver (2021 to 2026)

Community/Area	Anticipated Population Growth	2021	2026
Lions Bay	1.4%	1,440	1,460
Metro Vancouver	8.5%	2,807,470	3,046,860

Source: Metro Vancouver

Age Profile

Table 3 shows the median age of Lions Bay’s population, as reported in the three most recent census periods. Lions Bay’s median age (49.2) was higher than that of the region (40.9).

Table 3. Median Age, Lions Bay and Metro Vancouver (2006, 2011, 2016)

Age	2006	2011	2016
Lions Bay	47.0	48.7	49.2
Metro Vancouver	39.1	40.2	40.9

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Between 2006 and 2016, the number of people of working age in Lions Bay (people aged 20 to 64 years) declined, while the number of children and the number of people aged 65 years and over increased. Table

4 shows the population by age group in Lions Bay during the last three Census periods (2006, 2011 and 2016).

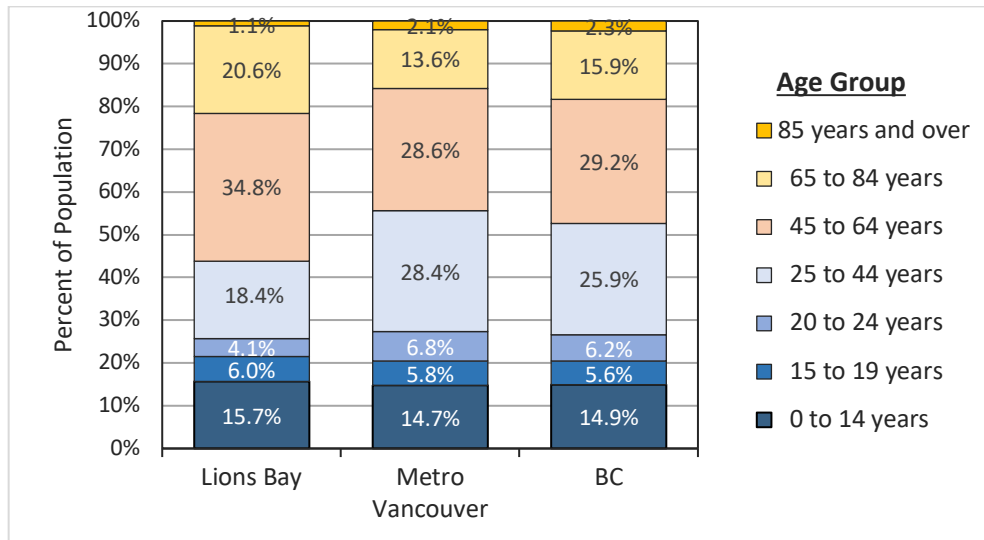
Table 4. Population by Age Group, Lions Bay (2006, 2011, 2016)

Age Group	2006		2011		2016		Percent change 2006-2016
0 to 14 years	200	15.0%	190	14.4%	210	15.7%	5.0%
15 to 19 years	75	5.6%	75	5.7%	80	6.0%	6.7%
20 to 24 years	65	4.9%	65	4.9%	55	4.1%	-15.4%
25 to 44 years	270	20.3%	245	18.6%	245	18.4%	-9.3%
45 to 64 years	550	41.4%	520	39.5%	465	34.8%	-15.5%
65 to 84 years	155	11.7%	210	16.0%	275	20.6%	77.4%
85 years and over	5	0.4%	20	1.5%	15	1.1%	200.0%
Total	1,330	100%	1,315	100%	1,335	100%	0.4%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

The age distribution of the population in Lions Bay differed from that of Metro Vancouver and the province of BC. The proportion of people aged 44 years or under was lower in Lions Bay (44.2%) than in Metro Vancouver (55.6%) and in BC (52.6%). The proportion of seniors 65+ years old in Lions Bay (21.7%) was higher than that in Metro Vancouver (15.7%) and BC (18.3%). Figure 2 compares the total population of Lions Bay, Metro Vancouver, and BC by age group.

Figure 2. Population by Age Group, Lions Bay, Metro Vancouver, and BC (2016)



Source: Statistics Canada, Census of Population, 2016

ANTICIPATED AGE PROFILE

According to Metro Vancouver growth projections, the most significant growth in Lions Bay is expected to occur among people aged 65 to 84 years (+18.8%). Table 5 shows the anticipated population growth by age group in Lions Bay from 2021 to 2026.

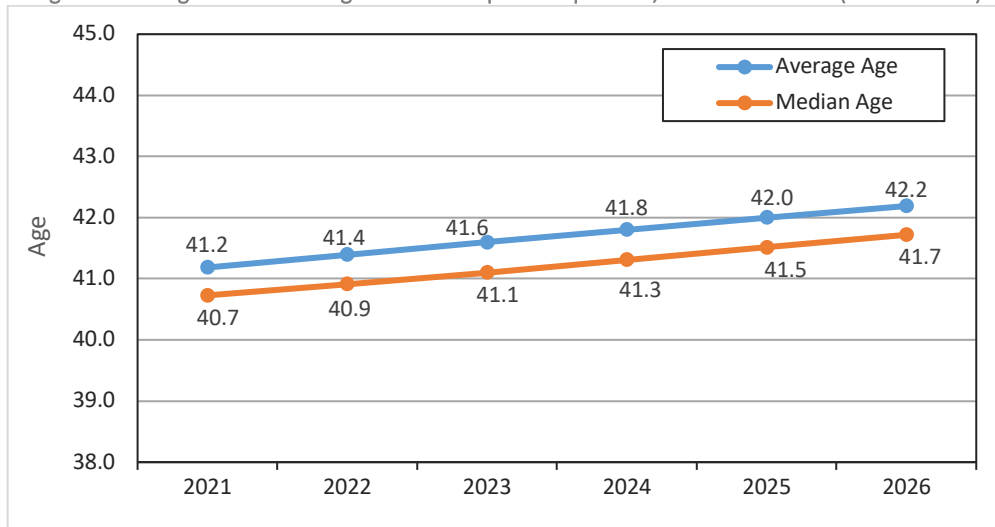
Table 5. Anticipated Population Growth by Age Group, Lions Bay (2021 to 2026)

Age Groups	2021		2026		Population Change 2021 - 2026	
0 to 14 years	200	13.9%	170	11.6%	-30	-15.0%
15 to 19 years	90	6.3%	90	6.2%	0	0.0%
20 to 24 years	60	4.2%	50	3.4%	-10	-16.7%
25 to 44 years	230	16.0%	230	15.8%	0	0.0%
45 to 64 years	530	36.8%	520	35.6%	-10	-1.9%
65 to 84 years	320	22.2%	380	26.0%	60	18.8%
85 years and over	20	1.4%	20	1.4%	0	0.0%
Total	1,440	100%	1,460	100%	20	1.4%

Source: Metro Vancouver

BC Stats also prepares population estimates and projections at a regional district level. According to BC Stats’ most recent projections which are shown in Figure 3, the median age of the anticipated population in Metro Vancouver will increase from 40.7 years in 2021 to 41.7 years by 2026, suggesting that the trend over the 5-year period will be an aging of the region’s population. This is concurrent with the findings of Metro Vancouver’s projections, and trends experienced across the province and country.

Figure 3. Average and Median Age of the Anticipated Population, Metro Vancouver (2021 to 2026)



Source: BC Stats

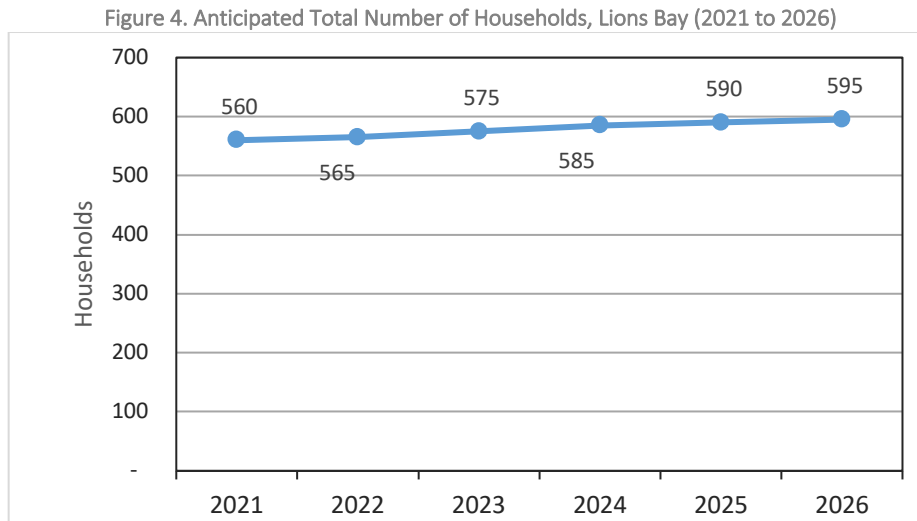
2.2 HOUSEHOLDS

Number of Households

In 2016, the total number of households in Lions Bay was 495. This is a decrease in the total households from the previous two census periods. In 2011, there were 510 households in Lions Bay, and in 2006 there were 515. This represented a 3.9% decline in the number of households between 2006 and 2016.

ANTICIPATED HOUSEHOLDS

According to Metro Vancouver population and housing projections², the anticipated number of households in Lions Bay is expected to grow to a total of 595 households by 2026, a 6.3% increase from 2021. Figure 4 contains information on the household projections for Lions Bay from 2021 to 2026.



Source: Metro Vancouver

Household Size

Over half (55.6%) of Lions Bay households were 1-person households and 2-person households, as shown in Table 6. Households containing 5 or more persons accounted for 8.1% of all households. According to the 2016 Census, the average number of persons in a Lions Bay household was 2.7, which was higher than the average household size in Metro Vancouver (2.5) and BC (2.4).

² The projections included here represent the latest available draft projections at the time of publication, and may change once the final regional projections are adopted by the Metro Vancouver Regional District Board.

Table 6. Number and Percentage of Households by Household Size, Lions Bay (2006, 2011, 2016)

Household Size	2006		2011		2016	
1 person	90	17.5%	75	14.7%	65	13.1%
2 persons	225	43.7%	230	45.1%	210	42.4%
3 persons	70	13.6%	75	14.7%	85	17.2%
4 persons	75	14.6%	100	19.6%	90	18.2%
5 or more persons	50	9.7%	30	5.9%	40	8.1%
Total	515	100.0%	510	100.0%	495	100.0%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

ANTICIPATED HOUSEHOLD SIZE

By 2026, the average number of persons in a Lions Bay household is expected to be 2.4.

Household Tenure

In 2016, 90.9% of Lions Bay households were owners. This proportion was slightly lower than in 2006 (91.3%). Lions Bay's ownership rate was significantly higher than that of Metro Vancouver (63.7%) and the province as a whole (68.0%). Table 7 shows the tenure breakdown for Lions Bay households for the past three Census periods.

Table 7. Number and Percentage of Households by Household Tenure, Lions Bay (2006, 2011, 2016)

Tenure	2006		2011		2016	
Owner households	475	91.3%	435	87.0%	450	90.9%
Renter households	40	7.7%	65	13.0%	45	9.1%
Total	520	100%	500	100%	495	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

According to the Statistics Canada Census, 'subsidized housing' refers to whether a renter household lives in a dwelling that is subsidized. Subsidized housing includes rent geared to income, social housing, public housing, government-assisted housing, non-profit housing, rent supplements and housing allowances.

Of the 45 renter households in Lions Bay in 2016, no households self-reported that they were living in subsidized housing / receiving a subsidy. Table 8 shows information on the subsidy status for renter households in Lions Bay during the past three Census periods.

Table 8. Number and Percentage of Renter Households in Subsidized Housing, Lions Bay (2006, 2011, 2016)

Subsidized Renter Households	2006		2011		2016	
Renter households with subsidy	n/a	n/a	0	0.0%	0	0.0%
Renter households without subsidy	n/a	n/a	65	100.0%	45	100.0%
Total	40	100%	65	100%	45	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Note: 2006 Census did not collect information on the presence of rental subsidies.

Household Income

In 2016, the median income for all Lions Bay households was \$119,507, and the average income was \$158,816. These were significantly higher than the incomes of households throughout BC as a whole (\$69,979 median income; \$90,354 average income) and households in the Metro Vancouver region (\$72,585 median income; \$96,423 average income). Table 9 shows the median household incomes for Lions Bay, Metro Vancouver, and BC during the past three census periods.

Table 9. Median Household Incomes, Lions Bay, Metro Vancouver, and BC (2006, 2011, 2016)

Median Household Income	2006	2011	2016
Lions Bay	\$108,499	\$116,186	\$119,507
Metro Vancouver	\$65,342	\$68,830	\$72,585
British Columbia	\$62,372	\$65,555	\$69,979

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

In Lions Bay, 16.2% of households were earning less than \$60,000 per year during the latest census period, as shown in Table 10. The proportion of households earning less than \$30,000 per year was 5.1% in 2016. These households often require below market housing such as rent-geared-to-income housing.

Table 10. Number and Percentage of Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)

Household Income	2006		2011		2016	
Under \$5,000	10	1.9%	0	0.0%	0	0.0%
\$5,000 to \$9,999	0	0.0%	0	0.0%	10	2.0%
\$10,000 to \$14,999	10	1.9%	0	0.0%	0	0.0%
\$15,000 to \$19,999	15	2.9%	0	0.0%	0	0.0%
\$20,000 to \$24,999	20	3.8%	0	0.0%	0	0.0%
\$25,000 to \$29,999	10	1.9%	0	0.0%	15	3.0%
\$30,000 to \$34,999	10	1.9%	0	0.0%	10	2.0%
\$35,000 to \$39,999	10	1.9%	0	0.0%	10	2.0%
\$40,000 to \$44,999	20	3.8%	20	4.0%	10	2.0%
\$45,000 to \$49,999	15	2.9%	15	3.0%	0	0.0%
\$50,000 to \$59,999	10	1.9%	20	4.0%	25	5.1%

Household Income	2006		2011		2016	
\$60,000 to \$69,999	25	4.8%	0	0.0%	20	4.0%
\$70,000 to \$79,999	15	2.9%	15	3.0%	35	7.1%
\$80,000 to \$89,999	30	5.8%	20	4.0%	10	2.0%
\$90,000 to \$99,999	50	9.6%	0	0.0%	55	11.1%
\$100,000 to \$124,999	55	10.6%	140	27.7%	50	10.1%
\$125,000 to \$149,999	25	4.8%	55	10.9%	45	9.1%
\$150,000 to \$199,999	95	18.3%	110	21.8%	60	12.1%
\$200,000 and over	100	19.2%	60	11.9%	135	27.3%
Total households	520		505		495	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

Compared to the median income for all Lions Bay households (\$119,507) renter households had a significantly lower median income (\$73,116). Among renters, the proportion of households earning less than \$60,000 was 25.0%. Table 11 shows the number and percentage of renter households by household income bracket for the past three census periods.

Table 11. Number and Percentage of Renter Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)

Household Income	2006		2011		2016	
Under \$ 5,000	0	0.0%	0	0.0%	0	0.0%
\$5,000 to \$9,999	0	0.0%	0	0.0%	0	0.0%
\$10,000 to \$14,999	0	0.0%	0	0.0%	0	0.0%
\$15,000 to \$19,999	0	0.0%	0	0.0%	0	0.0%
\$20,000 to \$24,999	0	0.0%	0	0.0%	0	0.0%
\$25,000 to \$29,999	0	0.0%	0	0.0%	0	0.0%
\$30,000 to \$34,999	0	0.0%	0	0.0%	10	25.0%
\$35,000 to \$39,999	0	0.0%	0	0.0%	0	0.0%
\$40,000 to \$44,999	10	25.0%	0	0.0%	0	0.0%
\$45,000 to \$49,999	0	0.0%	0	0.0%	0	0.0%
\$50,000 to \$59,999	0	0.0%	0	0.0%	0	0.0%
\$60,000 to \$69,999	10	25.0%	0	0.0%	0	0.0%
\$70,000 to \$79,999	0	0.0%	0	0.0%	10	25.0%
\$80,000 to \$89,999	0	0.0%	0	0.0%	0	0.0%
\$90,000 to \$99,999	0	0.0%	0	0.0%	10	25.0%
\$100,000 to \$124,999	0	0.0%	0	0.0%	0	0.0%
\$125,000 to \$149,999	0	0.0%	0	0.0%	10	25.0%
\$150,000 to \$199,999	15	37.5%	0	0.0%	0	0.0%
\$200,000 and over	0	0.0%	0	0.0%	0	0.0%
Total renter households	40		65		40	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

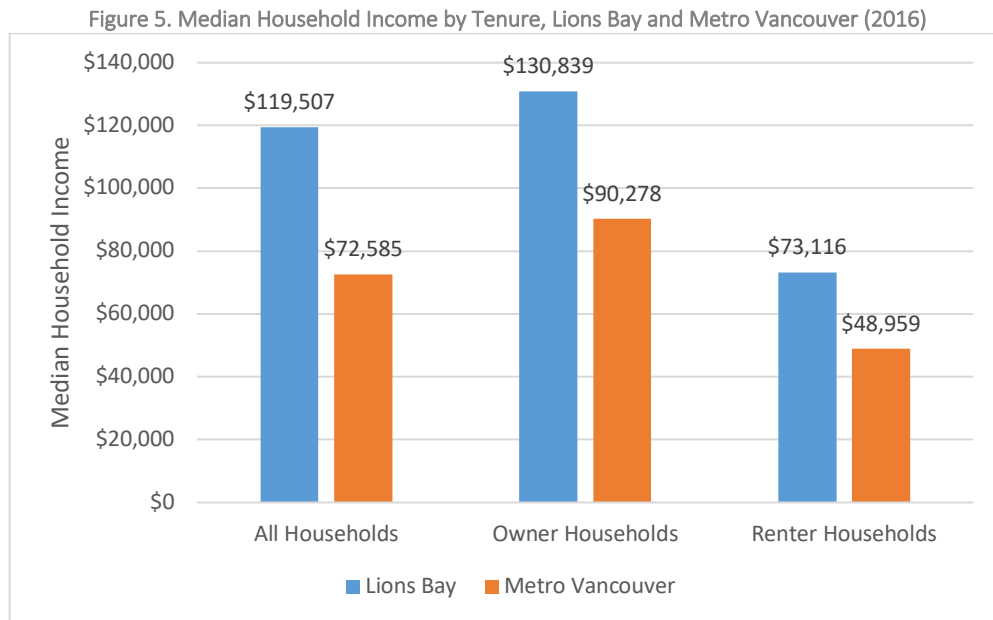
Owners had a higher median income when compared to all households in Lions Bay. With a median household income of \$130,839, owner households made more than 10,000 more than the median income of all households, and almost 60,000 more than the median income of renter households. The median income of owner households was 1.8 times higher than the median income of renter households. Table 12 shows the number and percentage of owner households by household income bracket for the past three census periods.

Table 12. Number and Percentage of Owner Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)

Household Income	2006		2011		2016	
Under \$ 5,000	10	2.1%	0	0.0%	0	0.0%
\$5,000 to \$9,999	0	0.0%	0	0.0%	10	2.2%
\$10,000 to \$14,999	0	0.0%	0	0.0%	0	0.0%
\$15,000 to \$19,999	15	3.2%	0	0.0%	0	0.0%
\$20,000 to \$24,999	20	4.2%	0	0.0%	0	0.0%
\$25,000 to \$29,999	10	2.1%	0	0.0%	15	3.3%
\$30,000 to \$34,999	10	2.1%	0	0.0%	0	0.0%
\$35,000 to \$39,999	10	2.1%	0	0.0%	10	2.2%
\$40,000 to \$44,999	0	0.0%	0	0.0%	10	2.2%
\$45,000 to \$49,999	20	4.2%	0	0.0%	0	0.0%
\$50,000 to \$59,999	0	0.0%	0	0.0%	25	5.6%
\$60,000 to \$69,999	25	5.3%	0	0.0%	25	5.6%
\$70,000 to \$79,999	10	2.1%	15	3.5%	25	5.6%
\$80,000 to \$89,999	30	6.3%	25	5.8%	0	0.0%
\$90,000 to \$99,999	50	10.5%	0	0.0%	45	10.0%
\$100,000 to \$124,999	55	11.6%	115	26.7%	45	10.0%
\$125,000 to \$149,999	25	5.3%	50	11.6%	40	8.9%
\$150,000 to \$199,999	75	15.8%	115	26.7%	55	12.2%
\$200,000 and over	100	21.1%	60	14.0%	135	30.0%
Total owner households	475		430		450	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

Finally, Figure 5 compares the median household incomes in Lions Bay and Metro Vancouver by household tenure, highlighting the significantly higher incomes of owner households compared with renter households.



Source: Statistics Canada, Census of Population, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

2.3 ECONOMY & EMPLOYMENT

Labour Force

The local economy has a significant impact on housing need and demand. Lions Bay’s participation rate was higher than that of Metro Vancouver and the province as a whole. Its unemployment rate was lower than Metro Vancouver’s and BC’s, as shown in Table 13.

The number of workers in the labour force decreased by 3.1% between 2006 and 2016, despite the slight increase of 0.5% in the overall population of Lions Bay over the same period.

Table 13. Labour Force Statistics, Lions Bay, Metro Vancouver, and BC (2016)

	Lions Bay	Metro Vancouver	British Columbia
Total Population Aged 15 Years and Over	1,130	2,064,615	3,870,375
In Labour Force	775	1,355,520	2,471,665
Employed	745	1,276,900	2,305,690
Unemployed	30	78,620	165,975
Not In Labour Force	355	709,095	1,398,710
Participation Rate	68.6%	65.7%	63.9%
Unemployment Rate	3.9%	5.8%	6.7%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

The largest proportion of workers residing in Lions Bay worked (regardless of whether their place of work was in Lions Bay or not) in the professional, scientific and technical services (18.1% of the workforce), arts, entertainment, and recreation (9.0% of the workforce), educational services (8.4%), and retail trade (8.4% of the workforce). Table 14 displays the number and percentage of workers by industry for the past three Census periods for workers who lived in Lions Bay.

Table 14. Number and Percentage of Workers by NAICS Sector, for workers who lived in Lions Bay (2006, 2011, 2016)

Sector	2006		2011		2016	
Industry - Not applicable	0	0.0%	0	0.0%	15	1.9%
All industry categories	800	100.0%	790	100.6%	760	98.1%
Agriculture, forestry, fishing and hunting	0	0.0%	0	0.0%	0	0.0%
Mining, quarrying, and oil and gas extraction	0	0.0%	0	0.0%	0	0.0%
Utilities	0	0.0%	0	0.0%	0	0.0%
Construction	55	6.9%	25	3.2%	55	7.1%
Manufacturing	25	3.1%	50	6.4%	25	3.2%
Wholesale trade	35	4.4%	15	1.9%	10	1.3%
Retail trade	65	8.1%	50	6.4%	65	8.4%
Transportation and warehousing	15	1.9%	0	0.0%	20	2.6%
Information and cultural industries	35	4.4%	70	8.9%	50	6.5%
Finance and insurance	35	4.4%	25	3.2%	50	6.5%
Real estate and rental and leasing	15	1.9%	35	4.5%	10	1.3%
Professional; scientific and technical services	180	22.5%	160	20.4%	140	18.1%
Management of companies and enterprises	0	0.0%	0	0.0%	0	0.0%
Administrative and support; waste management and remediation services	80	10.0%	40	5.1%	40	5.2%
Educational services	50	6.3%	80	10.2%	65	8.4%
Health care and social assistance	40	5.0%	20	2.5%	50	6.5%
Arts; entertainment and recreation	10	1.3%	50	6.4%	70	9.0%
Accommodation and food services	55	6.9%	15	1.9%	40	5.2%
Other services (except public administration)	55	6.9%	0	0.0%	40	5.2%
Public administration	35	4.4%	90	11.5%	30	3.9%
Total	800		785		775	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Commuting Destination

In Metro Vancouver, commuting destination is also an important factor when considering a household's housing and transportation cost burden. The large majority of Lions Bay residents (88.0%) commuted to a different part of the region for work, compared to 6.5% who both lived and worked within Lions Bay. Table 15 shows the breakdown of commuting destinations for workers with a usual place of work (workers who have a specific work address outside their home).

Table 15. Number and Percentage of Workers with a Usual Place of Work by Commuting Destination, Lions Bay (2016)

Commuting Destination	2016	
Within Lions Bay	30	6.5%
Within Region of Metro Vancouver but outside Lions Bay	405	88.0%
Within BC but outside of Metro Vancouver	20	4.3%
To a different Province or Territory	10	2.2%
Total - Worker Population with a Usual Place of Work	460	100%

Source: Statistics Canada, Census of Population, 2016

Mobility

Mobility status provides information about the movement of residents. Non-movers are persons who lived in the same residence as on the same date 5 years earlier. Non-migrants are persons who did not live in the same residence 5 years earlier, but who still lived in Lions Bay (moved within the Census Subdivision). Migrants include both internal migrants (who lived in a different municipality or province within Canada 5 years ago), and external migrants (those who did not live in Canada 5 years ago).

Table 16. Mobility Status as Compared to 5 Years Ago, Lions Bay (2006, 2011, 2016)

Mobility Status	2006		2011		2016	
	Count	Percentage	Count	Percentage	Count	Percentage
Non-movers	895	71.3%	985	78.5%	830	62.4%
Non-migrants	110	8.8%	40	3.2%	65	4.9%
Migrants	245	19.5%	230	18.3%	435	32.7%
Total	1,255	100.0%	1,255	100.0%	1,330	100.0%

Source: Statistics Canada, 2006 Census of Population, 2011 National Household Survey, 2016 Census of Population

As shown in Table 16, 62.4% of Lions Bay residents were non-movers according to the 2016 Census, meaning they had lived in the same residence five years ago. Movement from other parts of Canada and other countries is an important source of new residents to many parts of the Metro Vancouver region, and has an impact on housing supply.

3. HOUSING PROFILE

The housing profile section provides an overview of key housing indicators for Lions Bay, including dwelling units currently occupied and available, changes in the housing stock, and housing values. Where it is relevant, Metro Vancouver and the Province of BC are used as a benchmark for comparison.

3.1 HOUSING SUPPLY

Housing Unit Types

Almost all of the 495 housing units in Lions Bay were single-detached houses (94.9%). Following this housing type, row houses were the next most common form of housing, comprising 4.0% of the total housing units. Table 17 shows dwelling units by structure type in Lions Bay during the past three Census periods.

Table 17. Number and Percentage of Dwelling Units by Structure Type, Lions Bay (2006, 2011, 2016)

Structure Type	2006		2011		2016	
Single-detached house	460	89.3%	450	89.1%	470	94.9%
Semi-detached house	0	0.0%	0	0.0%	0	0.0%
Apartment (duplex)	25	4.9%	15	3.0%	0	0.0%
Row house	20	3.9%	20	4.0%	20	4.0%
Apartment (fewer than 5 storeys)	0	0.0%	15	3.0%	5	1.0%
Apartment (5 or more storeys)	0	0.0%	0	0.0%	0	0.0%
Other single-attached house	0	0.0%	5	1.0%	0	0.0%
Movable dwelling	0	0.0%	0	0.0%	0	0.0%
Total	515	100%	505	100%	495	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

In terms of the breakdown of housing units by type (i.e. number of bedrooms), virtually all of Lions Bay's housing units (99.0%) was housing that could be suitable for families (2 bedroom or 3+ bedroom units). Between 2006 and 2016, there was an increase in the number of dwelling units with 4 or more bedrooms, and a decrease in units with 2 bedrooms. Table 18 shows the dwelling units by number of bedrooms in Lions Bay during the past three Census periods.

Table 18. Number and Percentage of Dwelling Units by Number of Bedrooms, Lions Bay (2006, 2011, 2016)

Number of Bedrooms	2006		2011		2016	
0 bedrooms	0	0.0%	0	0.0%	0	0.0%
1 bedroom	0	0.0%	25	5.0%	0	0.0%
2 bedrooms	120	23.1%	45	9.0%	85	17.2%
3+ bedrooms	385	74.0%	435	87.0%	405	81.8%
Total	520	100%	500	100%	495	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

According to the 2016 Census, almost two thirds of dwelling units in Lions Bay were built prior to 1981 (64.6%). Table 19 shows information on dwelling units in Lions Bay by period of construction.

Table 19. Number and Percentage of Dwelling Units by Period of Construction, Lions Bay (2016)

Period of Construction	2016	
1960 or before	25	5.1%
1961 to 1980	295	59.6%
1981 to 1990	80	16.2%
1991 to 2000	60	12.1%
2001 to 2005	10	2.0%
2006 to 2011	15	3.0%
2011 to 2016	10	2.0%
Total	495	100.0%

Source: Statistics Canada, Census of Population, 2016

Rental Housing

Due to the small population size of the village of Lions Bay and associated confidentiality concerns, data on the rental market is not available through Statistics Canada or the Canada Mortgage and Housing Corporation.

Non-Market Housing

Non-market housing is affordable housing that is owned or subsidized by government, non-profits, or housing cooperatives; where the housing is provided at below market rents or prices. Non-market housing is found across the housing spectrum, ranging from emergency housing, to supportive housing and cooperatives.

BC Housing assists in meeting the needs of BC's most vulnerable residents through the provision of affordable non-market housing, and by making housing in the private rental market more affordable through the provision of rent supplements.

The information in this section is based on BC Housing's summary of housing units identified as emergency, supportive and independent housing in Lions Bay.

Table 20 summarizes the number of dwelling units that were identified by BC Housing as non-market units in Lions Bay and Metro Vancouver in 2020, and Table 21 summarizes the total number of non-market housing units and shelter beds specifically available for the homeless population in Lions Bay and Metro Vancouver.

Table 20. Number of Dwelling Units that are Non-Market (Subsidized) Units, Lions Bay and Metro Vancouver (2020)

Community	Transitional Supported and Assisted Living	Independent Social Housing		Total Units
		Low Income Families	Low Income Seniors	
Lions Bay	0	0	0	0
Metro Vancouver	9,477	10,834	13,296	33,607

Source: BC Housing

Table 21. Number of Housing Units and Shelter Beds for the Homeless, Lions Bay and Metro Vancouver (2020)

Community	Housing Units for the Homeless	Shelter Beds	Total
Lions Bay	0	0	0
Metro Vancouver	7,565	1,339	8,904

Source: BC Housing

Changes in Housing Stock

Housing completions are a measure of increasing housing supply. Table 22 shows housing completions by structure type over time in Lions Bay. Since 2011, the number of housing completions has varied, averaging one completion per year. All completions in Lions Bay have been for single detached homes. There have been no purpose-built rental housing completions since 2011.

Table 22. Number of Housing Completions by Structure Type, Lions Bay (2011 to 2020)

Housing Completions	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Secondary Suite	0	0	0	0	0	0	0	0	0	0
Single Detached	3	1	0	1	3	1	0	1	1	2
Semi-Detached	0	0	0	0	0	0	0	0	0	0
Row House	0	0	0	0	0	0	0	0	0	0
Apartment	0	0	0	0	0	0	0	0	0	0
Total	3	1	0	1	3	1	0	1	1	2

Source: Canada Mortgage and Housing Corporation

Note: 2019 data for secondary suite is combined into apartment category.

As housing developments age over time, the renewal and redevelopment of these dwellings can result in demolitions. Demolitions affect net additions to the housing stock. There were no housing demolitions in Lions Bay between 2011 and 2018, but 2019 saw 3 demolitions. Table 25 shows the number of housing demolitions by structure type from 2011 to 2019.

Table 23. Number of Housing Demolitions by Structure Type, Lions Bay (2011 to 2019)

Housing Demolitions	2011	2012	2013	2014	2015	2016	2017	2018	2019
Single Detached	0	0	0	0	0	0	0	0	3
Duplex	0	0	0	0	0	0	0	0	0
Row house	0	0	0	0	0	0	0	0	0
Apartment	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	3

Source: Canada Mortgage and Housing Corporation

3.2 HOUSING MARKET CONDITIONS

Housing Values

Tables 24 and 25 show the median values of housing for all units, by structure type, and by types of housing unit (0, 1, 2, 3, and 4+ bedrooms) in Lions Bay based on data from the 2016 Census of Population. In 2016 the median housing value for single-detached houses was \$1,499,183. Median housing values were highest for dwellings with 4 or more bedrooms (\$1,503,882).

Table 24. Median Housing Values by Structure Type, Lions Bay (2016)

Structure Type	Number of Dwellings	Median Value
Single-detached house	425	\$1,499,183
Apartment (5 or more storeys)	-	-
Apartment (fewer than 5 storeys)	10	-
Apartment (duplex)	-	-
Row house	15	-
Semi-detached house	-	-
Total	455	\$1,396,636

Source: Statistics Canada, Census of Population, 2016

Table 25. Median Housing Values by Number of Bedrooms, Lions Bay (2016)

Number of Bedrooms	Number of Dwellings	Median Value
0 bedrooms	0	-
1 bedroom	0	-
2 bedrooms	80	\$1,101,730
3 bedrooms	180	\$1,300,220
4+ bedrooms	195	\$1,503,882
Total	455	\$1,396,636

Source: Statistics Canada, Census of Population, 2016

Sale Prices

The Real Estate Board of Greater Vancouver also tracks home sales in the Metro Vancouver region through the MLSLink Housing Price Index® (MLSLink HPI®) which measures benchmark or typical home prices. The MLSLink® Housing Price Index (HPI), established in 1995, is modelled on the Consumer Price Index. Instead of measuring goods and services, the HPI measures the change in the price of housing features. Thus, the HPI measures typical, pure price change (inflation or deflation). The HPI benchmarks represent the price of a typical property within each market. The HPI takes into consideration what averages and medians do not – items such as lot size, age, and number of bedrooms, for example. Each month's sales determine the current prices paid for bedrooms, bathrooms, fireplaces, etc. and apply those new values to the 'typical' house model.

Data for Lions Bay, along with other smaller municipalities, is not available.

Affordable Sales

Metro Vancouver is often identified as having the highest home prices relative to household income in North America. Factors such as sale price, household income and mortgage rates impact affordability within the ownership market. Ownership units are considered to be affordable if households with median household income can purchase the unit, with 10% down, 25-year amortization period and pay no more than 30% of their income. Based on these considerations the estimated affordable price is set at \$420,000 (previously set to \$385,000 for 2011-2015).

Data for Lions Bay, along with other smaller municipalities, is not available.

Rental Prices

Data on rental prices is collected by the Canada Mortgage and Housing Corporation. Data for Lions Bay, along with other smaller municipalities, is not available.

Affordable Rents

Affordability is a function of high housing costs relative to incomes and it can be made worse if rents grow at a faster rate than incomes. Affordability pressures can also be more severe for households falling at the lower end of the income distribution.

Rental units are considered to be affordable to a household if that household spends 30% or less of their household income on rent. Based on this consideration, units that rent for \$940 per month or less are deemed to be affordable for households earning \$37,500 per year (approximately 50% of the 2016 regional median household income), and units that rent between \$940 and \$1,500 are deemed to be affordable for households earning \$60,000 (approximately 80% of the 2016 regional median household income).

Data for Lions Bay, along with other smaller municipalities, is not available.

3.3 HOUSING INDICATORS

Affordability

According to Statistics Canada, affordability means housing that costs less than 30% of a household’s before-tax household income, including the following costs:

- For renters: rent and any payments for electricity, fuel, water and other municipal services;
- For owners: mortgage payments (principal and interest), property taxes, and any condominium fees, along with payments for electricity, fuel, water and other municipal services.

In 2016, 22.2% of all private households (110 households) were living below the affordability standard in Lions Bay. Table 26 shows the number and percentage of households in Lions Bay spending 30% or more of their income on shelter costs but less than 100% for the three most recent census periods.

The proportion of owner households spending 30%-100% of their income on shelter costs in Lions Bay (19.8%) was slightly lower than that in the Metro Vancouver region as a whole (20.3%) but higher than the proportion province-wide (17.1%) in 2016. In Lions Bay, Metro Vancouver, and BC, significantly more renter households spent 30%-100% of their income on shelter costs. In Lions Bay, 55.6% of renter households fell below the affordability standard, which was higher than the proportion of Metro Vancouver renter households (33.8%) and BC renter households (35.2%).

Table 26. Households Spending 30%-100% of Their Income on Shelter by Tenure, Lions Bay (2006, 2011, 2016)

Affordability	2006		2011		2016	
Total Private Households	515	100%	500	100%	495	100%
Below the affordability standard	75	14.6%	95	19.0%	110	22.2%
Owner Households	470	100%	435	100%	455	100%
Below the affordability standard	70	14.9%	90	20.7%	90	19.8%
Renter Households	40	100%	70	100%	45	100%
Below the affordability standard	0	0.0%	10	14.3%	25	55.6%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Adequacy

Adequacy refers to housing that does not require any major repairs, according to its residents. Table 27 shows that the proportion of private households in Lions Bay requiring major repair increased between 2006 and 2016. In 2016, 60 households experienced adequacy challenges representing 12.1% of all households.

Table 27. Households Requiring Major Repair by Tenure, Lions Bay (2006, 2011, 2016)

Adequacy (Requiring Major Repair)	2006		2011		2016	
Total Private Households	515	100%	500	100%	495	100%
Below the adequacy standard	40	7.8%	25	5.0%	60	12.1%
Owner Households	475	100%	430	100%	455	100%
Below the adequacy standard	45	9.5%	20	4.7%	40	8.8%
Renter Households	40	100%	70	100%	45	100%
Below the adequacy standard	0	0.0%	0	0.0%	15	33.3%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Suitability

Suitability is a measure of whether housing has enough bedrooms for the size and make-up of the resident households, according to National Occupancy Standard (NOS) requirements. As shown in Table 28, there were no households living in overcrowded conditions in Lions Bay in 2016.

Table 28. Households Living in Overcrowded Conditions by Tenure, Lions Bay (2006, 2011, 2016)

Suitability (Overcrowding)	2006		2011		2016	
Total Private Households	515	100%	500	100%	495	100%
Below the suitability standard	0	0.0%	0	0.0%	0	0.0%
Owner Households	475	100%	430	100%	455	100%
Below the suitability standard	0	0.0%	0	0.0%	0	0.0%
Renter Households	40	100%	70	100%	45	100%
Below the suitability standard	0	0.0%	0	0.0%	0	0.0%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Homelessness

The Metro Vancouver regional Homeless Count, which occurs every three years, provides a point-in-time snapshot of homelessness in the region. Data for Lions Bay, and other smaller municipalities, is not available.

Social Housing Waitlist

BC Housing collects data on households that have applied for social housing in Metro Vancouver through the Housing Registry, a centralized database for those non-profit housing providers that have chosen to participate. The waitlist tracks applicant households by municipality across the region, as well as by specific characteristics including family or single person households, seniors, persons with disabilities and households needing wheelchair access. Data for Lions Bay was not available.

APPENDIX: GLOSSARY

ADEQUATE in relation to housing, means that, according to the residents in the housing, no major repairs are required to the housing.

AFFORDABLE HOUSING has shelter costs equal to less than 30% of total before-tax household income.

APARTMENT means a dwelling unit in a building with three or more dwelling units. Typically, apartments are classified as either: (a) apartment in a building that has fewer than five storeys; and, (b) apartment in a building that has five or more storeys.

APARTMENT (DUPLEX) means one of two dwellings, located one above the other, may or may not be attached to other dwellings or buildings. Apartment (duplex) units are commonly the main units and the secondary suite units in houses with secondary suites.

CENSUS DIVISION the general term for provincially legislated areas (such as county and regional district) or their equivalents. Census divisions are intermediate geographic areas between the province/territory level and the municipality (census subdivision).

CENSUS SUBDIVISION the general term for municipalities (as determined by provincial/territorial legislation) or areas treated as municipal equivalents for statistical purposes.

COOPERATIVE HOUSING is a type of housing that residents own and operate as part of a membership.

CORE HOUSING NEED means a household living in housing that falls below at least one of the adequacy, affordability or suitability standards and that would have to spend 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable.

DWELLING STRUCTURAL TYPE refers to the structural characteristics and/or dwelling configuration, that is, whether the dwelling is a single-detached house, an apartment in a high-rise building, a row house, a mobile home, etc.

EXTREME CORE HOUSING NEED has the same meaning as core housing need except that the household has shelter costs for housing that are more than 50% of total before-tax household income;

HOMELESSNESS is the situation of an individual or family that does not have a permanent address or residence.

HOUSEHOLD refers to a person or a group of persons who occupy the same dwelling.

MARKET HOUSING means housing that is privately owned by an individual (or a company) who generally does not receive direct subsidies to purchase or maintain it. Prices are set by the private market.

MEDIAN is the value which is in the centre of a group of values.

MIGRANT means a migrant within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, migrants include both internal migrants (who lived in a different municipality or province within Canada 5 years ago), and external migrants (those who did not live in Canada 5 years ago).

MOBILITY STATUS means a mobility status within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census;

MOVABLE DWELLING means a single dwelling, other than a mobile home, used as a place of

residence, but capable of being moved on short notice, such as a tent, recreational vehicle, travel trailer houseboat, or floating home.

MOVER means a mover within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, movers are persons who did not live in the same residence as on the same date 5 days earlier. Movers include before non-migrants and migrants.

NAICS means the North American Industry Classification System Canada 2012, published by Statistics Canada;

NAICS sector means a sector established by the NAICS.

NON-MIGRANT means a non-migrant within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, non-migrants are persons who did not live in the same residence 5 years earlier, but who still lived in the same census subdivision (moved within the Census Subdivision)

NON-MOVER means a non-mover within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, non-movers are persons who lived in the same residence as on the same date 5 years earlier.

NON-MARKET HOUSING means affordable housing that is owned or subsidized by government, a non-profit society, or a housing cooperative; whereby rent or mortgage payments are not solely market driven.

OTHER SINGLE-ATTACHED HOUSE means a single dwelling that is attached to another building and that does not fall into any of the other dwelling structural types, such as a single dwelling attached to a non-residential structure (e.g., a store or a church) or occasionally to another residential structure (e.g., an apartment building).

OWNER HOUSEHOLD refers to a private household where some member of the household owns the dwelling, even if it is still being paid for.

PARTICIPATION RATE means the total labour force in a geographic area, expressed as a percentage of the total population of the geographic area;

PRIMARY RENTAL MARKET means a market for rental housing units in apartment structures containing at least 3 rental housing units that were purpose-built as rental housing;

RENTAL ASSISTANCE PROGRAM (RAP) is a type of rent supplement program that BC Housing offers to eligible low-income families.

RENTER HOUSEHOLD refers to private households where no member of the household owns their dwelling.

ROW HOUSE means one of three or more dwellings joined side by side (or occasionally side to back), such as a townhouse or garden home, but not having any other dwellings either above or below. Townhouses attached to a high-rise building are also classified as row houses.

SECONDARY RENTAL MARKET means a market for rental housing units that were not purpose-built as rental housing;

SEMI-DETACHED DWELLING means one of two dwellings attached side by side (or back to back) to each other, but not attached to any other dwelling or structure (except its own garage or shed). A semi-detached

dwelling has no dwellings either above it or below it, and the two units together have open space on all sides.

SHELTER AID FOR ELDERLY RENTERS (SAFER) is a type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.

SINGLE-DETACHED DWELLING means a single dwelling not attached to any other dwelling or structure (except its own garage or shed). A single-detached house has open space on all sides, and has no dwellings either above it or below it.

STRUCTURE TYPE see 'Dwelling Structural Type'.

SUBSIDIZED HOUSING refers to whether a renter household lives in a dwelling that is subsidized. Subsidized housing includes rent geared to income, social housing, public housing, government-assisted housing, non-profit housing, rent supplements and housing allowances.

SUITABLE HOUSING means housing that has enough bedrooms for the size and make-up of resident households, according to National Occupancy Standard (NOS) requirements.

TENURE refers to whether the household owns or rents their private dwelling.

STAFF REPORT

DATE: January 17, 2025 **FILE:**
TO: Council
FROM: Ross Blackwell, MAP, MCIP, RPP, CAO
RE: **LIONS BAY BEACH PARK INDICATIVE DESIGN**

PURPOSE

The purpose of this report is to update Council on the status of the Lions Bay Beach Park Revitalization Project and seek direction to proceed to the next phase to meet critical project deadlines.

BACKGROUND

The revitalization of Lions Bay Beach Park has been identified as a key municipal priority, focusing on replacing the aging washroom facility and enhancing the park's amenities. In July 2024, a Request for Proposals (RFP) was issued, prioritizing:

- Iconic contemporary West Coast design;
- Cost-effective construction and long-term maintenance;
- Vandal-resistant features;
- FireSmart design principles.

Three proposals were received and evaluated by an internal evaluation committee. Following the review process, a combined team of Nick Bray Architecture (design) and Eurohouse Group (construction) was selected. Contracts were finalized in late 2024. The indicative design, was presented at the January 15, 2025, public open house which seeks to balance input from the significant amount of work undertaken by Beach Park Committee, previous engagement efforts, and the RFP priorities.

DISCUSSION

Public Engagement and Feedback:

The January 15, 2025, public open house was reasonably well-attended, with just over 25 feedback forms submitted and additional feedback sent via email to various members of Council. Feedback indicated significant support for the design concept overall, though some attendees expressed concerns about specific elements such as the washroom facility's design and placement and kayak rack location.

KEY CONSIDERATIONS

Balancing Competing Interests:

A key challenge for Council is balancing diverse community perspectives with RFP specifications, technical requirements, financial constraints, and project timelines.

Pros of Inclusive Decision-Making:

- Builds community trust and fosters engagement.
- Captures diverse perspectives to improve the design.
- Reduces future opposition through proactive engagement.

Cons of Inclusive Decision-Making:

- May delay project timelines, risking funding deadlines.
- Increased design changes could elevate project costs.
- Potential for decision paralysis due to conflicting opinions.

Pros of Proceeding with Current Design:

- Keeps the project on schedule for late spring 2025 completion.
- Reflects professional input and technical feasibility.
- Minimizes additional costs from redesign.

Cons of Proceeding Without Further Changes:

- May leave some community concerns unaddressed.
- Risk of public dissatisfaction with certain design elements.

Financial Implications:

- The project is funded through municipal and external sources, with funding expiring December 31, 2025.
- Minor design adjustments can be accommodated, but major changes may increase costs and delay the timeline.

Risk Analysis:

- *Timeline Risk:* Delays could push construction into peak summer months, disrupting park use or otherwise into the fall hard up against the funding deadline.
- *Funding Risk:* Missing deadlines may result in the loss of secured funding.
- *Operational Risk:* Summer construction could hinder park accessibility.

Project Timeline:

- Immediate Council direction is necessary to proceed on schedule.
- Target completion by the end of May 2025 requires design finalization and construction commencement.
- Major changes or additional consultation could delay the project into summer or fall 2025.

NEXT STEPS

1. Council to confirm approval of the indicative design or request specific revisions.
2. Finalize design details for permitting and construction.
3. Coordinate with contractors for pre-construction activities.
4. Implement a communication plan to update the community on project progress.

OPTIONS

- 1) Approve the proposed concept in principle to facilitate immediate construction.
- 2) Approve the proposed concept in principle subject to specified minor changes to facilitate immediate construction.
- 3) Do not approve the design as presented and provide specific design direction (this will have budgetary and construction timeline implications).

CONCLUSION

The Lions Bay Beach Park Revitalization Project is at a critical juncture. Immediate Council direction is necessary to maintain momentum and meet funding and construction deadlines. A balanced approach that considers community feedback while adhering to project timelines and principles will be essential for successful project delivery.

Respectfully submitted,



Ross Blackwell, CAO

Attachments:

- (1) Beach Park RFP
- (2) Community Feedback Summary



REQUEST FOR PROPOSAL
RFP No. 240703.25
LIONS BAY BEACH PARK PROJECT

- Issue Date:** July 3rd, 2024
- Closing date and time:** Proposals must be received before 2:00 pm Pacific Standard Time on July 26th, 2024. An electronic submission is required.
- Submission address:** Proposals must be submitted electronically by e-mail to:
Ross Blackwell, CAO
cao@lionsbay.ca
and be titled in the subject line: RFP No. 240703.25 Lions Bay Beach Park Project
- Proposal results:** Proposals will not be opened publicly. Results will be communicated to all bidders.
- Addenda:** It is solely the responsibility of the bidder to ensure that it has obtained, prior to the closing date and time, any addenda issued by the Municipality of Lions Bay. Addenda will be posted on the municipal website.
- Contact person:** All inquiries related to this Request for Proposal are to be directed, by e-mail, to the following person. Information obtained from any other source is not official and should not be relied upon:
Jurgen Franke, Project Manager
jurgen@jteplus.ca



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1 PROJECT OVERVIEW

The Municipality of the Village of Lions Bay (Municipality) is seeking proposals from qualified proponents for the comprehensive design and construction of the Lions Bay Beach Park renovation project. This project enhances the Park's functionality, safety, and aesthetic appeal for the benefit of the community. We seek a highly skilled and experienced Proponent capable of delivering a high-quality, sustainable, and user-friendly park renovation.

The Municipality intends to enter a contract with a qualified and responsible firm for the design, supply, and installation of structures and equipment as set out in the project overview and the removal & disposal of old structures, play equipment, vegetation, and surfacing, etc. Any firm (hereinafter "Contractor" or "Vendor") desiring to be considered to provide such proposed services shall submit proposals in accordance with the instructions and format of the attached Request for Proposals (RFP) documents.

2 BACKGROUND

The site for the project is Lions Bay Park, which is adjacent to Lions Bay Beach in the Municipality of Lions Bay. The Park includes a picnic shelter, washroom building, playground, and kayak storage facilities, providing residents with access to Lions Bay Beach.

The Municipality has received several grants to replace the existing facilities (washroom, playground, and kayak storage) and upgrade the access path from the adjacent parking lot to the beach front.

The new washroom facility will include separate men's and women's washrooms, a single mechanical room that will include storage space for building maintenance supplies and, depending on cost, a provision for an integrated concession stand. The structure and amenities will be vandal, graffiti resistant and suitable for a popular public park.

The two existing playground areas shall remain at the north end of the Park; however, the Municipality is open to other recommendations by utilizing the existing contours along the north edge. Playground equipment already purchased by the Municipality will be installed by the playground equipment supplier (Supplier) in both playground areas. Site preparation of both existing playground areas shall be the responsibility of the Contractor and completed as per the Supplier's specifications shown in drawing 10147-7-4 included in the Appendix

The existing Kayak storage racks will be removed and replaced with new racks for Municipality residents to use. The new racks will accommodate 75 Kayaks (and other similar watercraft such as wind surfacing boards, paddle boards, etc.) and include securing/locking capabilities.

The current access path from the park entrance to the beachfront will be upgraded/modified to provide a continuous path (including stairs) from the park entrance to the beachfront. The new access path will complement the placement of the new playground area. Existing stairways will be removed/replaced as required.

Landscape updates to integrate the new facilities/equipment/access path are to be considered, including removing any existing trees that would facilitate the placement and suitability of the new design or are determined to be in poor condition and creating a safety hazard.



The Municipality intends to contract an entity to provide complete Design/Build Services for the project. Due to funding requirements, the project must be executed quickly, with on-the-ground construction beginning no later than October 2024 and completed by March 2025.

The Municipality will accept various design approaches, including building renovation, use of prefabricated components or alternatives that will achieve the scope of work while reducing construction costs. However, efforts should be made to provide a high quality “West Coast” design that will fit into the natural elements of the remaining park features. The design should consider incorporating natural elements such as post, beams and rock.

All costs must be broken down by asset/service to allow the Municipality to review and evaluate against existing grant funding as part of the review and award process.

3 SCOPE OF WORK

The Lions Bay Beach Park renovation project involves the design and construction of various key components to improve the Park’s infrastructure and safety, plus the demolition of structures, materials, and vegetation necessary to accommodate the new construction. The selected Proponent will be responsible for the following:

3.1. Removal of Existing

- Washroom:
 - Existing washroom may contain lead paint; hazardous material inspection is to be performed by the Proponent.
 - Existing septic system is to be inspected to determine suitability for integration into the new design. **NOTE: Maximum effort is to be made to avoid removing the existing system.**
- (2) Each Main Playgrounds w/Jungle Gym.
- Secondary Playground (Swings).
- Kayak Storage Rack Structure.
- Access Stairs (3 sets) depending on new Access Path routing requirements.
- **Option:** Trees (as required by new design/review of existing condition).
- **Option:** Existing Picnic Area and four trees surrounding the picnic area (if removal facilitates an optional secondary playground or facilitates new kayak storage racks). Refer to Dwg. LBBP-24104-001, Notes 1, 2, and 3.
- **Option:** 4-inch water line leading to the Howe Sound Marina (replaced with 2-inch line). Refer to Dwg. LBBP-24104-001, Note 7.
- **Complete interior/ exterior renovation of existing washroom facility**

3.2. Design/Build the Following

- Washroom Building (complete with janitor closet (optional attached Concession Stand and storage).
- Kayak/Paddle Board, etc. Storage.
- Beach Access Path with stairs.
- General Site Improvements.
- Utilities.

3.3. Provision of Services



- Design.
- Permitting.
- General Contractor.
- Construction.
- Commissioning of Systems and Handover to Municipality.
- Closeout.

3.4. Design/Build Requirements

All design and construction are to conform to 2018 BC Building Code.

4 DESIGN/BUILD ASSETS

4.1. Washroom/Mechanical/Storage Building

The Beach Park washroom building must exemplify high-quality aesthetic design, embodying a West Coast architectural style that is both visually appealing and functional. The design should achieve a balance between aesthetics, durability, and cost-effectiveness, and reflect the priorities below.

- Material selection is critical. The building should utilize high-quality, durable materials that reflect the West Coast aesthetic.
- Sustainable design features are essential to minimize environmental impact and ensure cost-effectiveness. Energy-efficient solutions such as LED lighting, and water conservation measures like low-flow fixtures and waterless urinals.
- Architectural design elements must be carefully considered. The form and structure can include such features as exposed timber beams, cantilevered roofs, and asymmetrical forms characteristic of West Coast architecture. The roof design should incorporate sloped to enhance water runoff management and provide additional insulation. Facades should create an inviting, open aesthetic. An open and airy layout is essential to create a sense of openness and connection with the outdoors.
- Functional aesthetics must also be a priority. Accessibility standards must be met, with ramps, wide doorways, and accessible fixtures ensuring compliance with ADA standards. The spatial organization should clearly define areas for different functions, including individual restrooms, and janitor closet. Effective ventilation, incorporating natural and mechanical systems, is necessary to maintain air quality and comfort.
- Architectural detailing must highlight structural connections and craftsmanship with visible joinery and metalwork. Natural finishes that enhance the beauty of materials, such as clear stains for wood and sealants for stone, should be used. Lighting design, both exterior and interior, should enhance safety and ambiance, with fixtures that complement the overall design theme.
- Cost-effective design and construction are paramount. The design must balance aesthetics with budgetary constraints, ensuring that the project remains financially viable while achieving the desired high aesthetic standards. Through careful material selection, sustainable design practices, and efficient construction techniques, the project can deliver a visually pleasing, durable, and functional facility that enhances the overall user experience of Beach Park.

Further to the above, the building shall have the following qualities:

- Use durable materials and fixtures to maximize ease of cleaning, vandal proof and fire resistant.



Men's Facility to include:

- (1) Each handicap-accessible toilet stall.
- (1) Each urinal.
- (1) Each handbasin.
- (2) Each changing area.

Women's Facility to include:

- (1) Each handicap accessible toilet stall.
- (1) Each non handicap accessible toilet stall.
- (1) Each handbasin.
- (2) Each changing area.
- Hygiene product dispensing system to be costed as an option.

General Washroom Requirements:

- Washrooms to be washable with hose bibs and by passable floor drains tied to exterior rock pit, not to be tied to the existing septic system.
- Adequate drop and run is required from toilet flanges to the septic tank inlet to clear the flush.
- Hand basins to be metal institutional type.
- Mirrors (if proposed) to be vandal proof.
- Vents (if proposed) to be vandal-proof.

Janitor closet/Storage Room

- Full height with grade access.
- Provisions for:
 - Central hot water supply (via an electrical tankless system).
 - Central cold-water supply.
 - Adequately sized Electrical Breaker Panel.
 - Mop sink.
 - Storage for cleaning and other supplies.
- Adequate Electrical Outlets for system maintenance requirements (minimum (1) Ea. Dual Socket Type B 120 volt).

Optional Concession Area

- Full height with grade access.
- Solid roll up counter door lockable from the inside.
- Adequately sized to provide space for:
 - Combined refrigerator/freezer (not to be provided).
 - Full height lockable storage shelf for dry goods (to be provided).
 - Space for a stove.
 - Countertop for placement of microwave and food preparation items.
- Adequate Electrical Outlets.
- Provision for wash down sink for cleanup of concession food preparation items consistent with Coastal Health requirements.
- Floor drain.
- Adequate lighting.



General Building Requirements

- Placement of the building must allow for maintenance vehicle access from park entrance.
- Design and materials are to be chosen to minimize construction and future maintenance costs while aesthetically blending into the existing Park and surroundings.
- All interior and exterior lighting to be vandal proof (passive light can be considered as a supplement to daytime electrical lighting). Exterior lighting shall minimize glare and light spill onto adjacent properties.
- Perimeter drains to assist in high pressure washdown to be costed as an option.
- Shape and design of building to discourage park users from climbing/scaling.
- Building winterization to require minimum effort (use of externally fixated materials like plywood not allowed).
- All exterior doors to be heavy-duty steel type, lockable from outside only (via lockable door handle and separate deadbolt), all locks to share a master key.
- Building roofline to provide overhead weather coverage to all exterior doors.
- Men's and women's washroom doors to have screens positioned to prevent a direct line of site from the exterior of the building.
- Lockable exterior electrical receptacles.
- Exterior frost-free hose bib(s).

4.2. Consolidated Main Playground w/Jungle Gym Area to include the following:

- Prepare the site for new playground equipment, including grading, drainage, and foundation work. Reference Supplier drawing 10147-7-4 attached.
- Adequately sized to integrate playground equipment (supplied by playground equipment Supplier) and ensure adequate spacing around each piece of equipment to avoid clashes during use (minimum 1.8 meter spacing with larger spacing to be provided for swing/slide equipment). Collaboration with Supplier maybe required.
- Surface to be sand (or other suitable soft environmentally friendly material) and a minimum of 30 cm deep.
- Playground borders to be of durable construction using environmentally friendly materials and sized to minimize spillage of playground surface. The border design to utilize flat sides (no curves) to facilitate lawn maintenance activities.

4.3 Secondary Playground (Swings - Children 5 and under) to include the following:

- Prepare the site for new playground equipment, including grading, drainage, and foundation work. Reference Supplier drawing 10147-7-4 attached.
- Surface to be sand (or other suitable soft environmentally friendly material) and a minimum of 30 cm deep.
- Adequately sized to provide adequate spacing around swing set to avoid clashes during use.
- Playground borders to be of durable construction using environmentally friendly materials and sized to minimize spillage of playground surface. The border design to utilize flat sides (no curves) to facilitate lawn maintenance activities.

4.4 Kayak/ Watercraft Storage to include the following:

- Functional, aesthetically pleasing storage for min. (75) each kayaks/paddle boards.



- Dimensional considerations for storage requirement accommodations:
 - 10 at Length: Min 5.0 meter - Max 6.1 meter.
 - 35 at Length: Min 4.0 meter – Max 5.0 meter.
 - 30 at Length: Min 2.0 meter – Max 3.0 meter.
- Width and Height dimensional considerations for all kayak/paddle boards requirement accommodations:
 - Width: Min 0.6 meter – Max 1 meter.
 - Height Min: 0.3 meter - Max: 0.6 meter.
- Stacking: no more than 3 slots high.
- To be constructed of durable, environmentally friendly materials.
- Design to allow for easy storage and retrieval of kayaks/paddle boards.
- Provision for use of resident supplied locks to secure kayaks/paddle boards to storage racks.
- Design and placement are to require minimal modifications to the existing Kayak Storage Area terrain (avoid regrading where possible; however removal of trees in the Kayak Storage Area to facilitate rack placement can be considered). Refer to Dwg. LBBP-24104-001, Note 1.
- Storage Racks to be made from corrosion/ rot-resistant materials and securely anchored to the ground.
- Rack material shall be of a type that does not facilitate scratching of watercraft.

4.5 Beach Access Path

- Access path to provide a continuous walkway (including stairs) from the park entrance to the beachfront.
- Preferred access path routing is shown in Dwg. LBBP-24104-001. Alternative routings can be proposed if they better support the final positioning of the new playground and produce cost savings for the Municipality. Refer to Dwg. LBBP-24104-001, Note 4.
- Layout of access path to compliment placement of new consolidated playground.
- Layout of access path to utilize existing “break” in the retaining wall to access the beach front, modifications to existing retaining wall to accommodate Beach Access Bath to be avoided unless absolutely necessary.
- Compliment placement of new Consolidated Main Playground w/Jungle Gym Area.
- Use of stairs to be minimized to locations where use of ramps exceeds allowable slopes as determined by 2018 BC Building Code.
- Design to incorporate boardwalks to protect existing exposed roots in path layout where required.
- Timber handrails that are no longer required due to path alterations are to be removed, and the location must be remediated to blend in with immediate surroundings.
- New stairs and walkways to ensure safety, accessibility, and aesthetic harmony with the Park’s design.
- Use non-slip materials that can be easily cleaned/ maintained.
- The use of wood and/or timbers shall not be used in the design of the new stairs and walkways



- **NOTE:** Existing Rock Retaining Wall to stay unless removal is required to facilitate new washroom and /or playground placement. Refer to Dwg. LBBP-24104-001, Note 5.

4.6 General Site Improvements

Recontouring Grassed Bank

- Recontour the grassed bank and reseed to improve usability, erosion control, and safety.

Safety Rail Installation

- Install a low visibility guard rail at the top of the wall separating the beach from the grassy area to enhance safety.
- Ensure the rail meets local safety standards and is constructed from durable, weather-resistant materials. Materials made of wood shall not be used.

Retaining Wall Repairs

- Assess and repair failing retaining walls within the Park to ensure structural integrity and safety.
- Use appropriate engineering methods and materials to ensure long-term stability.

Danger Tree Removal

- Identify and safely remove trees that pose a risk to park users as per drawing LBBP-24104-001.
- Follow ISA (International Society of Arboriculture) standards for tree removal.

Lower Pavilion

- Refurbish or repair lower log-built Pavilion as required.

Landscaping Replacement

- Replace and enhance existing landscaping, including planting new trees and shrubs to improve the Park's ecological health and visual appeal.
- Use native plant species to promote local biodiversity and sustainability.

4.7 Utilities

General

- Modifications to Existing Electrical Utility Feed to be minimized wherever possible.
- **Option:** Installation of 2-inch water line (replacement of existing 4-inch line). Refer to Dwg. LBBP-24104-001, Note 7.
- **Option:** Existing $\frac{3}{4}$ inch water line feeding the washroom, shower, and irrigation system is to be modified to tie into new 2-inch line. Refer to Dwg. LBBP-24104-001, Note 8.
- **Option:** A 120V or 240V line and lockable receptacle to be located just outside of the Beach Park access road for the use of Food Trucks

Potential Septic Upgrade

- If the current septic system requires upgrading, ensure compliance with all applicable health and environmental standards.



5 PROJECT BUDGET

The total available budget for the works described as **\$800,000.00** (including freight charges, incidentals, and all applicable taxes). Capital purchase price is a major factor for scoring bids.

6 SCHEDULE

Proposals: received before 2:00 pm Pacific standard time on July 26th, 2024.

Public Evaluation/Engagement Process: August 2024.

Contract Award: September 2024.

Project Completion: December 31st, 2024.

Site Meeting: A mandatory site meeting will be held on July 12th at 10:00am at Lions Bay Beach Park. This meeting will allow proponents to assess the site, ask questions, and gain a thorough understanding of the project scope and site conditions. Attendance is required to ensure that all proponents clearly and consistently understand the project requirements.

7 SUBMISSION REQUIREMENTS

Interested proponents are invited to submit a comprehensive proposal that includes the following components:

7.1 Cover Letter

- An introduction to your Company, your interest in the project, and a summary of why you are uniquely qualified to undertake this project.

7.2 Project Understanding and Approach

- A detailed description of your understanding of the project scope, objectives, and your approach to managing and executing the project.

7.3 Design and Construction Plan

- Concept level plans for the design and construction of each component listed above, including drawings, specifications, methodologies, and any innovative solutions you propose.
- Concept level renderings for the overall design layout of the entire area of construction (i.e. entrance to the beach level all the way to the beach) that can be utilized for public consultation purposes.
- Provide references to relevant standards and guidelines, such as ADA, CSA, and local building codes.

7.4 Experience and Qualifications

- Information on your experience with similar projects, including case studies, and qualifications of key team members who will be involved in the project. Include relevant certifications and any awards or recognitions received.
- Provide references from previous clients, including contact information and a brief description of the projects.



7.5 Timeline

- A detailed project timeline demonstrating your ability to complete the project on schedule, ensuring alignment with the required start date. Include milestones and key deliverables.

7.6 Cost Estimate

- A detailed and itemized cost estimate for the project, including a breakdown of costs for each component, (see Section C Asset Listing for Cost Breakdown for a list of assets to be costed) contingency plans, and potential cost-saving measures.

7.7 Sustainability Plan

- Your approach to sustainability in the design and construction process
- Highlighting environmentally friendly practices, materials you plan to use, and how you will minimize the environmental impact of the project.

7.8 Quality Control and Safety Plan

- A detailed plan on how you will ensure quality control and safety throughout the project, including any certifications or standards you adhere to and your safety record on similar projects.

8 SELECTION PROCESS AND AWARD

Request for Proposals is a method of procurement permitting discussions with responsible Contractors and revisions to proposals prior to award of a contract. The Evaluation Committee may conduct discussions with any Contractor who submits an acceptable or potentially acceptable proposal. Contractors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals. During such discussions, the Evaluation Committee shall not disclose any information derived from one Proposal to any other Contractor.

The Municipality of Lions Bay intends to enter into a contract with the Proponent who has the highest overall scoring results from the evaluation process. An Evaluation Committee will evaluate design proposals. The Evaluation Committee shall have sole power and discretion to determine the qualifications, responsibility, and capabilities of Contractors, the reasonableness of price, and other factors. Any decision in this respect shall be binding. The Evaluation Committee will evaluate Proposals in a closed session.

The Evaluation Committee will use the following criteria to evaluate the proposals received:

- Understanding of the project and approach.....10
- Experience and qualifications.....10
- Quality control and safety plan.....10
- Design and construction plan.....35
- Cost estimate.....35

The Municipality reserves the right to reject any or all proposals and request written clarification of proposals and supporting materials. Interviews may be conducted with one or more responsible entities that have submitted proposals to clarify certain elements if such information cannot be satisfactorily obtained over the telephone or via e-mail.



9 GENERAL INSTRUCTIONS

1. A Proposal will not be considered if deemed incomplete or unsigned by the appropriate authority.
2. Any Proposal received after the hour and date specified will not be considered and will be returned unopened.
3. Telephoned and faxed Proposals will not be accepted.
4. Modification of a Proposal after the RFP closing date will result in nonacceptance of the Proposal.
5. It is the responsibility of the Proponent to thoroughly examine these documents and satisfy itself as to the full requirements of this RFP.
6. While the Municipality has made considerable efforts to ensure an accurate representation of information in this RFP, the information contained herein is supplied solely as a guideline for Proponents. The information is not guaranteed to be accurate, nor is it necessarily comprehensive or exhaustive. The Municipality will assume no responsibility for any oral information or suggestion(s).
7. Proponents are solely responsible for their own expenses in preparing a response and subsequent negotiations, if any. If the Municipality elects to reject all responses, it will not be liable to any Proponent for any claims, whether for costs or damages incurred by the Proponent in preparing the response, loss of any anticipated profit in connection with any final contract, or any other matter whatsoever.
8. All documents, reports, proposal submissions, working papers, or other materials submitted to the Municipality shall become the sole and exclusive property of the Municipality and, as such, are subject to Freedom of Information Legislation. To request documentation confidentiality, proponents must submit a covering letter with their Proposal detailing the specifics of their request.
9. Except as expressly and specifically permitted in these General Instructions to Proponents, no Proponent shall have any claim for any compensation of any kind whatsoever as a result of participating in the RFP, and by submitting a proposal, each Proponent shall be deemed to have agreed that it has no claim.
10. If the Proponent is a registered company, the Proponent warrants that none of its officers, directors, or employees with authority to bind the Company is an immediate relative of employees of the Municipality if the goods or services to be supplied under this Proposal are intended to be supplied to the department in which such employee works.
11. In this section, "Immediate Relative" means a spouse, parent, child, brother, sister, brother-in-law, or sister-in-law of a municipal employee.
12. If any director, officer, employee, agent, or other representative of a Proponent makes any representation or solicitation to any Mayor, Councillor, officer, or employee of the Municipality with respect to the Proposal, whether before or after the submission of the Proposal, the Municipality shall be entitled to reject or not accept the Proposal.
13. The key personnel named in the Proponent's RFP response shall remain in these key positions throughout the project. If key personnel leave the firm or for any unknown reason, cannot continue



fulfilling their role, the Proponent must propose a suitable replacement, and obtain written consent from the Municipality. Accepting the proposed replacement is at the sole discretion of the Municipality.

14. Any and all addendums to this RFP opportunity will be forwarded to all prospective Proponents. It is the sole responsibility of participants to ensure they have provided accurate contact information so they can receive all addendums prior to RFP closing.
15. Proponents responding to this competitive process agree to the terms and conditions of the Proposal opportunity as issued by the Municipality. Submissions shall not contain any alterations to the posted document other than entering data in the spaces provided or including attachments, as necessary. Participants who alter the document as issued may be disqualified from this competition.
16. The Proponent must be registered and remain in good standing throughout the terms of this contract with WorkSafe BC and will be required to provide evidence of same.

10 RELEASE AND INDEMNIFICATION

1. The Contractor hereby releases the Municipality, its officers, employees, agents, and assigns from all costs, losses, damages and disbursements, including, but not limited to, those caused by personal injury, death, property damage, loss and economic loss arising out of, suffered or experienced by the Contractor, its officers, servants, agents and sub-contractors in connection with their performance of the Services under this Agreement except to the extent such loss arises directly out of the negligence of the Municipality.
2. The Contractor shall take all precautions reasonably necessary to ensure the safety of the Contractor's personnel and all persons employed, contracted, or sub-contracted by the Contractor to perform the Services.
3. The Contractor shall be responsible for any applicable WorkSafe BC assessments relating to any work under this Agreement. The Contractor must remain in good standing with WorkSafe BC and comply with all Workers Compensation Board legislation in the Province of British Columbia.
4. The Contractor hereby agrees to indemnify and save harmless the Municipality from and against all costs, losses, and damages (including, but not limited to, any and all third-party claims, economic loss, damage to property, injuries, and death) arising from any errors, omissions or negligent acts of the Contractor, its officers, servants, agents, and sub-contractors in the performance of the Services under the Agreement.
5. The Contractor's release and indemnification provisions herein shall survive the expiration or termination of the Term of this Agreement.

11 INSURANCE

1. The Company shall obtain and maintain, at all times, insurance in the following manner and amounts:
 - a. Comprehensive general liability providing coverage for a minimum of \$5,000,000 per occurrence against liability for bodily injury or death and/or damage to property on an all-risk basis. The Municipality of Lions Bay shall be listed as an "Additional Insured" under this Policy;



- b. Motor vehicle insurance for public liability providing for a minimum of \$2,000,000 covering the use or operation of all motor vehicles and trailers owned, leased, hired, or controlled by the Company and used or operated in the performance of the contract;
2. If the Contractor hires a sub-contractor to perform any work related to the Services, the Contractor shall, in turn, cause such sub-contractor to obtain Commercial General Liability insurance on the same terms as outlined in (i) above. Such insurance shall name the Municipality as an additional insured and shall include coverage for all operations required for the Contractor's work under this Agreement, including, but not limited to, excavation, blasting, shoring, underpinning, and pile driving.
3. The foregoing insurance requirements shall not reduce the Contractor's obligations to release and indemnify the Municipality as outlined in Section 7.0.
4. Such Policy shall include:
 - a. The Municipality and its officers, employees, officials, agents, representatives, and volunteers as Additional Insured
 - b. Cross liability and a waiver of subrogation or recourse against the Municipality
 - c. Thirty (30) days prior written notice of cancellation or reduction in coverage in favour of the Municipality, to be delivered by registered mail to the attention of Ross Blackwell (CAO) at the Municipal Hall, 400 Centre Road.
 - d. The Proponent shall be responsible for any deductibles or reimbursement clauses within the Policy.
 - e. The Proponent shall give the Municipality a Certificate of Insurance prior to the Proponent programs' commencement and within two weeks of the expiry date of the Policy to evidence renewal of the Policy and continuous coverage.
 - f. The Municipality shall be under no obligation to verify that the coverage outlined is adequate for the Proponent's needs.
 - g. All Proposals shall be irrevocable and remain open for acceptance for at least (60) sixty days after closing time, whether another Proposal has been accepted.

12 COMPLIANCE WITH LAWS AND RESOLUTION OF DISPUTES

The Contractor shall comply with all applicable federal, provincial, municipal, and regulatory laws, statutes, regulations, or bylaws. This Agreement and all disputes arising out of or in connection with this Agreement or in respect of any defined legal relationship associated with it or derived from it shall be governed by the laws of the Province of British Columbia.

13 WORKERS COMPENSATION BOARD

1. The Contractor shall be deemed to be the Prime Contractor within the meaning of Part 3 Division 3, Section 118 (1) of the *Workers Compensation Act* [RSBC 1996] Chapter 492. The Contractor shall have a written safety program in place that meets the requirements of Part 3 of the *Workers Compensation Act* and Part 3 of the WCB OHS Regulation.



2. The Contractor's attention is drawn to Part 20 of the WCB OHS Regulation. Before starting construction work, the Contractor shall furnish the Workers Compensation Board with the written notice of the Project as required by the above-mentioned regulations with a copy to the Municipality. The notice shall state that the Contractor is the Prime Contractor.
3. The Contractor shall ensure that all Workers Compensation Board safety rules and regulations are observed during the performance of this contract, not only by the Contractor but also by all subcontractors, workers, material suppliers, and others engaged in the performance of this contract.
4. In addition, the Contractor is to complete a Form 30M33, issued by the Workers Compensation Board, relating to the operation of equipment or work being done in proximity to overhead power lines.
5. Photocopies of the notice and the completed Form 30M33 form are to be delivered to the Municipality.
6. The Contractor shall indemnify the Municipality and hold the Municipality harmless from all manner of claims, demands, costs, losses, penalties, and proceedings arising out of or in any way related to unpaid Workers Compensation Board assessments owing from any person employed on the work by the Contractor, by its sub-contractors or by any other person doing or contracting to do all or any part of the work of this contract or arising out of or in any way related to a failure to observe safety rules, regulation and practices of the Workers Compensation Board, including any penalties levied by the Workers Compensation Board.

14 BEST OFFER

1. The Municipality will notify the successful Proponent that its Proposal has been selected as the Best Offer.
2. A contract is formed only when the owner issues a purchase order to the selected Proponent who has submitted the Best Offer.

15 OWNERSHIP OF MATERIALS AND COPYRIGHT

1. Any drawings, audio-visual materials, plans, models, designs, specifications, software, reports, and other similar documents or products produced by the Contractor for the benefit of the Municipality as a result of the provision of the Services (the "Material") may be used by the Municipality in any manner that the Municipality deems necessary.
2. All materials shall be transferred and delivered by the Contractor to the Municipality without further compensation immediately following the expiration or sooner termination of the Agreement, provided that the Municipality may, at any time or times prior to the expiration or sooner termination of this Agreement, give written notice to the Contractor request in delivery by the Contractor to the Municipality of all or any part of the materials in which event the Contractor shall immediately comply with such request. Unless otherwise directed by the Municipality, all materials created electronically must be provided in an electronic format acceptable to the Municipality.
3. The Contractor hereby transfers ownership in and to the Materials and assigns to the Municipality and patent or copyright in the Materials. The Contractor agrees that title to the Materials is to be



considered to have been transferred, and any copyright in the Materials is to be considered to have been assigned by the Contractor to the Municipality upon its creation.

4. The Contractor hereby irrevocably waives, in favor of the Municipality, the Contractor's moral right in respect to the Materials. The Contractor shall obtain in writing, from any other source used, all required approvals, assignments, waivers, including waivers of moral rights, releases of interest, and acknowledgments necessary to transfer ownership to any patent or copyright in the Materials to the Municipality.
5. The Contractor hereby represents and warrants that any portion of the Materials produced by the Contractor shall not infringe any patent or copyright of any other industrial or intellectual property rights, including trade secrets.

THE MUNICIPALITY OF LIONS BAY

LIONS BAY BEACH PARK WASHROOM AND SEATING CONSTRUCTION



A References

All bidders shall supply 3 (three) names, addresses, telephone numbers and names of municipalities to contact as performance references or current accounts.

Municipality Name: _____

Address: _____

City: _____

Telephone Number: _____

Person to Contact: _____

Municipality Name: _____

Address: _____

City: _____

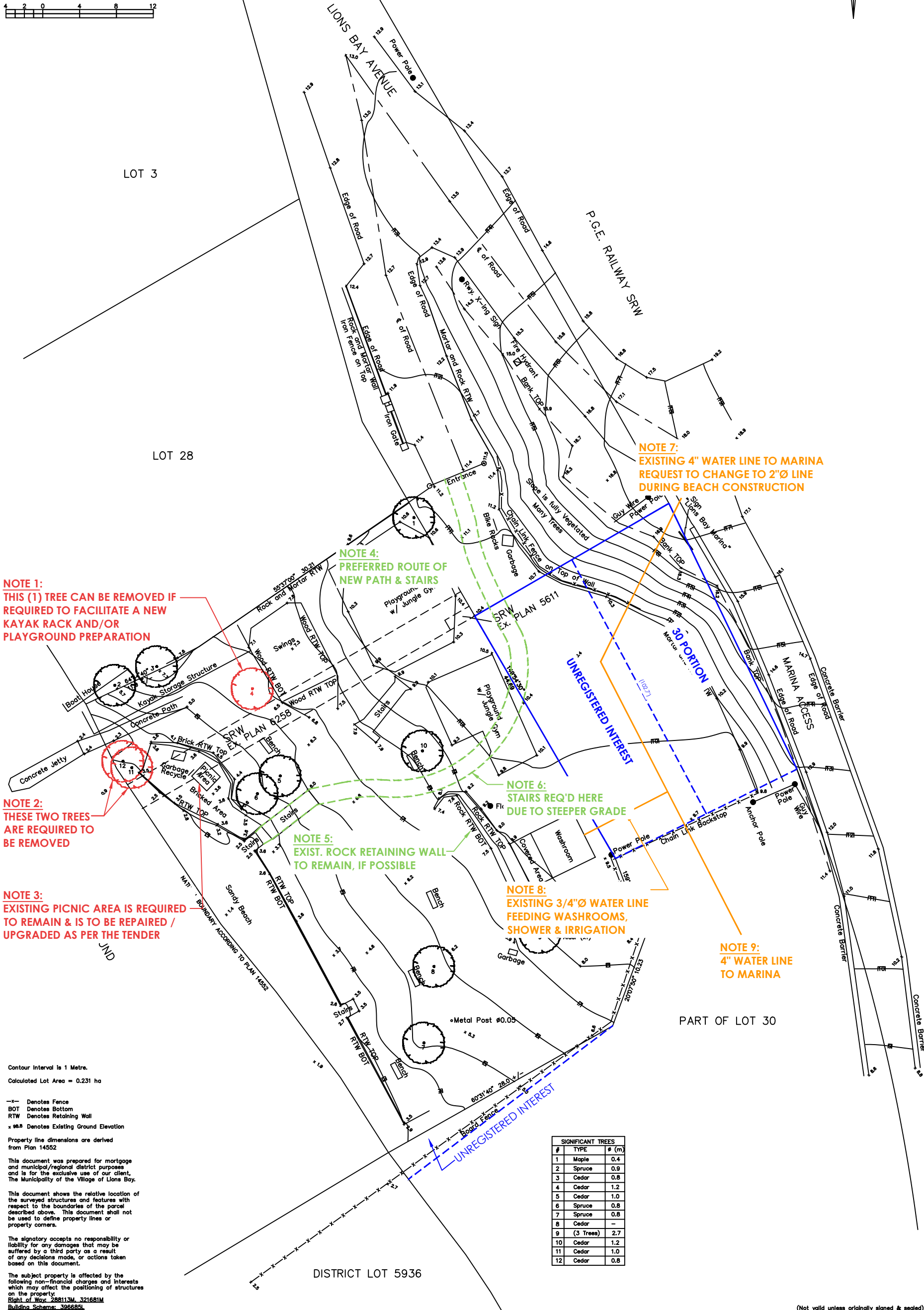
Telephone Number: _____

Person to Contact: _____



B Park Site Plans LBBP-24104-001 and 10174-7-4

OF LOT 29 OF LOT 1 BLOCK A DISTRICT LOT 1575 PLAN 14552
 Lions Bay Beach Park
 Lions Bay Avenue, The Municipality of the Village of Lions Bay
 (PID 007-759-169)



Contour Interval is 1 Metre.
 Calculated Lot Area = 0.231 ha

-x- Denotes Fence
 BOT Denotes Bottom
 RTW Denotes Retaining Wall
 x 00.0 Denotes Existing Ground Elevation

Property line dimensions are derived from Plan 14552

This document was prepared for mortgage and municipal/regional district purposes and is for the exclusive use of our client, The Municipality of the Village of Lions Bay.

This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners.

The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.

The subject property is affected by the following non-financial charges and interests which may affect the positioning of structures on the property:
 Right of Way: 288113M, 321681M
 Building Scheme: 396685L

(Not valid unless originally signed & sealed)
 © ALL RIGHTS RESERVED

REV	DATE	DESCRIPTION	DRAWN	APPROVED
B	JUN 20, 2024	REVISED & RE-ISSUED	K.M.	J.F.
A	JUN 14, 2024	ISSUED FOR INFORMATION	K.M.	J.F.
ISSUES / REVISIONS				



CLIENT

 VILLAGE OF LIONS BAY

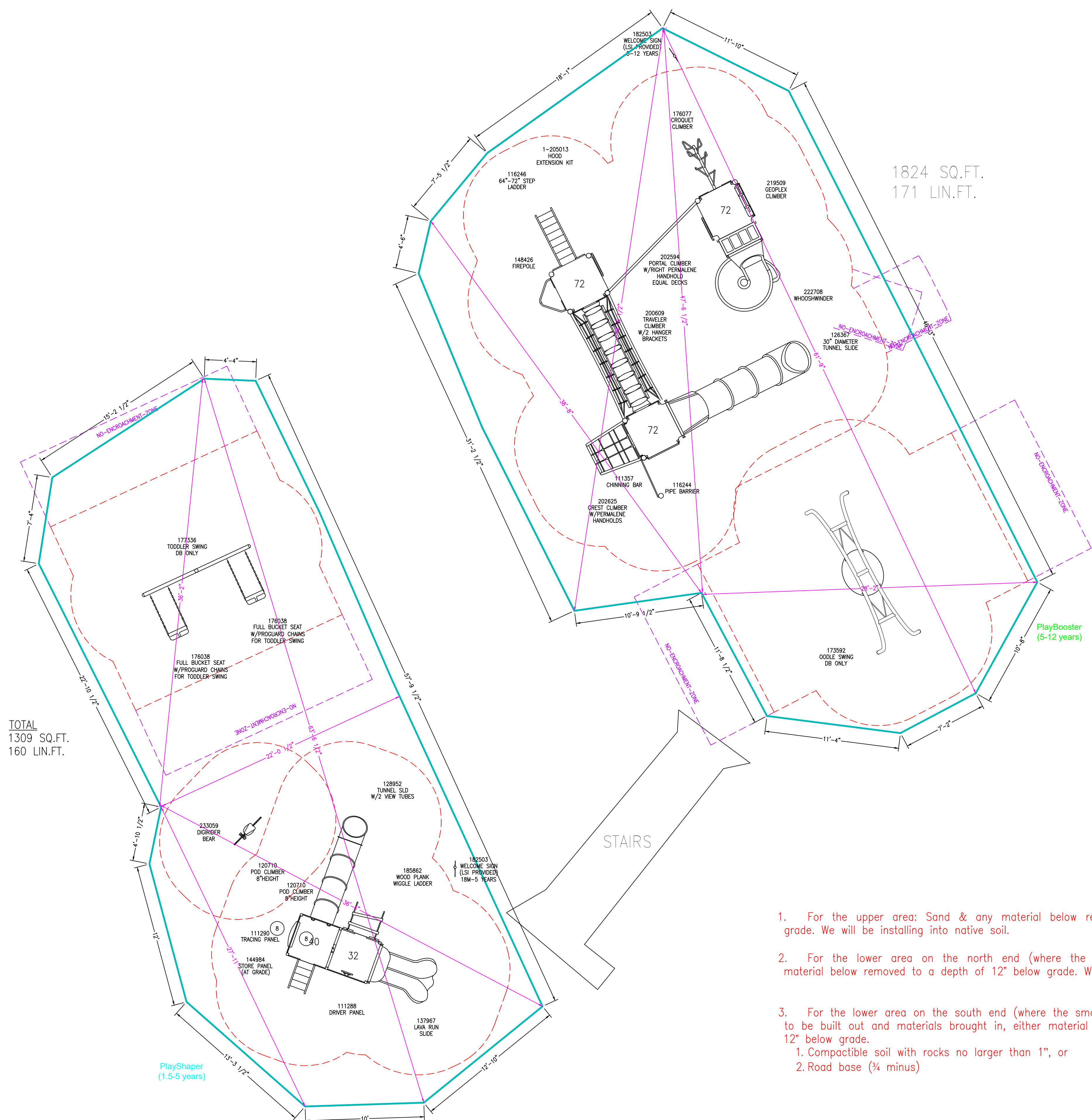
PROJECT / WO No.
 24104

TITLE:
 LIONS BAY BEACH PARK
 SURVEY
 MARK-UPS FOR REFERENCE

SCALE:
 N.T.S.

DRAWING NO.
 LBBP-24104-001

REV:
 B



TOTAL
1309 SQ.FT.
160 LIN.FT.

1824 SQ.FT.
171 LIN.FT.

6\"/>

- For the upper area: Sand & any material below removed to a depth of 12\"/>
- For the lower area on the north end (where the swings are shown): Sand & any material below removed to a depth of 12\"/>
- For the lower area on the south end (where the small climber is located) which needs to be built out and materials brought in, either material can be used, finished to a depth 12\"/>
 - Compactable soil with rocks no larger than 1\", or
 - Road base (¾ minus)



THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 5-12 UNLESS OTHERWISE NOTED ON PLAN.



THE USE AND LAYOUT OF THESE COMPONENTS CONFORM TO THE CANADIAN STANDARDS ASSOCIATION (CSA) STANDARD CAN/CSA-2614



THE PLAY COMPONENTS IDENTIFIED ON THIS PLAN ARE IPEMA CERTIFIED (UNLESS OTHERWISE NOTED). TO VERIFY PRODUCT CERTIFICATION VISIT WWW.IPEMA.ORG

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. CSA-2614 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, CLAUSE 10.1 CURRENT REVISION). THE SUBSURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8\"/>

ACCESSIBLE/PROTECTIVE LOOSE FILL MATERIAL (ENGINEERED WOOD FIBER SUGGESTED)

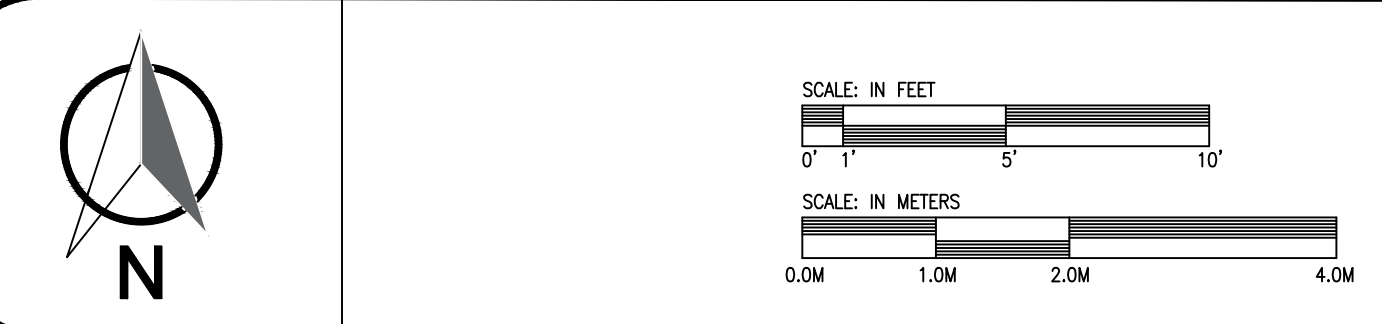
REVISION NOTES

NO.	DATE	DESCRIPTION

DESIGNED BY:
CW
COPYRIGHT: 10/09/23
HABITAT SYSTEMS INC.
3762 NAPIER ST.
BURNABY, BC V5C 3E5
PH: 1-866-422-4828



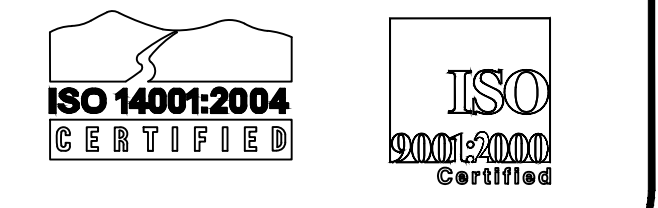
Date	Previous Drawing #	Initials



Lions Bay Beach Park
Lions Bay, BC

Habitat Systems Inc.
Derek Laforest

SYSTEM TYPE:
PlayBooster
DRAWING #:
10147-7-4





C Asset Listing for Cost Breakdown

Removal of Existing	
Washroom/Covered Area:	
(2) Each Main Playgrounds w/Jungle Gym.	
Secondary Playground (Swings).	
Kayak/ Watercraft Storage Rack Structure.	
Option: Access Stairs (3 sets) depending on new Access Path routing requirements.	
Option: Trees (as required by new design/review of existing condition).	
Option: Existing Picnic Area and four trees surrounding the picnic area	
Option: 4-inch water line leading to the Howe Sound Marina	
Design/Build	
Washroom Building	
Concession Area	
Consolidated Main Playground w/Jungle Gym Area	
Secondary Playground (Swings - Children 5 and under)	
Kayak/ Watercraft Storage	
Beach Access Path & Stairs	
General Site Improvements	Recontouring Grassed Bank
	Safety Rail Installation
	Retaining Wall Repairs
	Danger Tree Removal
	Landscaping Replacement
	Lower log Pavilion
Utilities	Modifications to Existing Electrical Utility Feed
	Option: Installation of 2-inch water line & modification of ¾ inch water
	Option: Septic Upgrade

NOT FOR CONSTRUCTION

DRAFT

REV	DATE	DESCRIPTION
1	13-Jan-25	Issued For Presentation

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Written dimensions shall have precedence over scaled dimensions. Contractors shall verify and be responsible for all dimensions and conditions on the job; shall request clarification of errors, discrepancies, or doubtful information contained in contract drawings and documents. Failure to obtain such clarification renders the Contractor responsible for any resulting improper work and the cost of rectification.

PROJECT
LIONS BAY BEACH PARK

PROJECT ADDRESS
**LIONS BAY BEACH PARK, LIONS BAY, BC
VILLAGE OF LIONS BAY**
PROJECT NO: 24148

SITE PLAN

SCALE: AS NOTED

A101



**LOT 29
LIONS BAY BEACH PARK
SITE AREA: 24,864.63 SF
[0.231 HECTRES]**

**PROPOSED
1 STOREY PUBLIC
WASHROOM AND
STORAGE BUILDING
785 SQ.FT. [72.92 SQ.M]**

NOT FOR CONSTRUCTION

DRAFT

REV	DATE	DESCRIPTION
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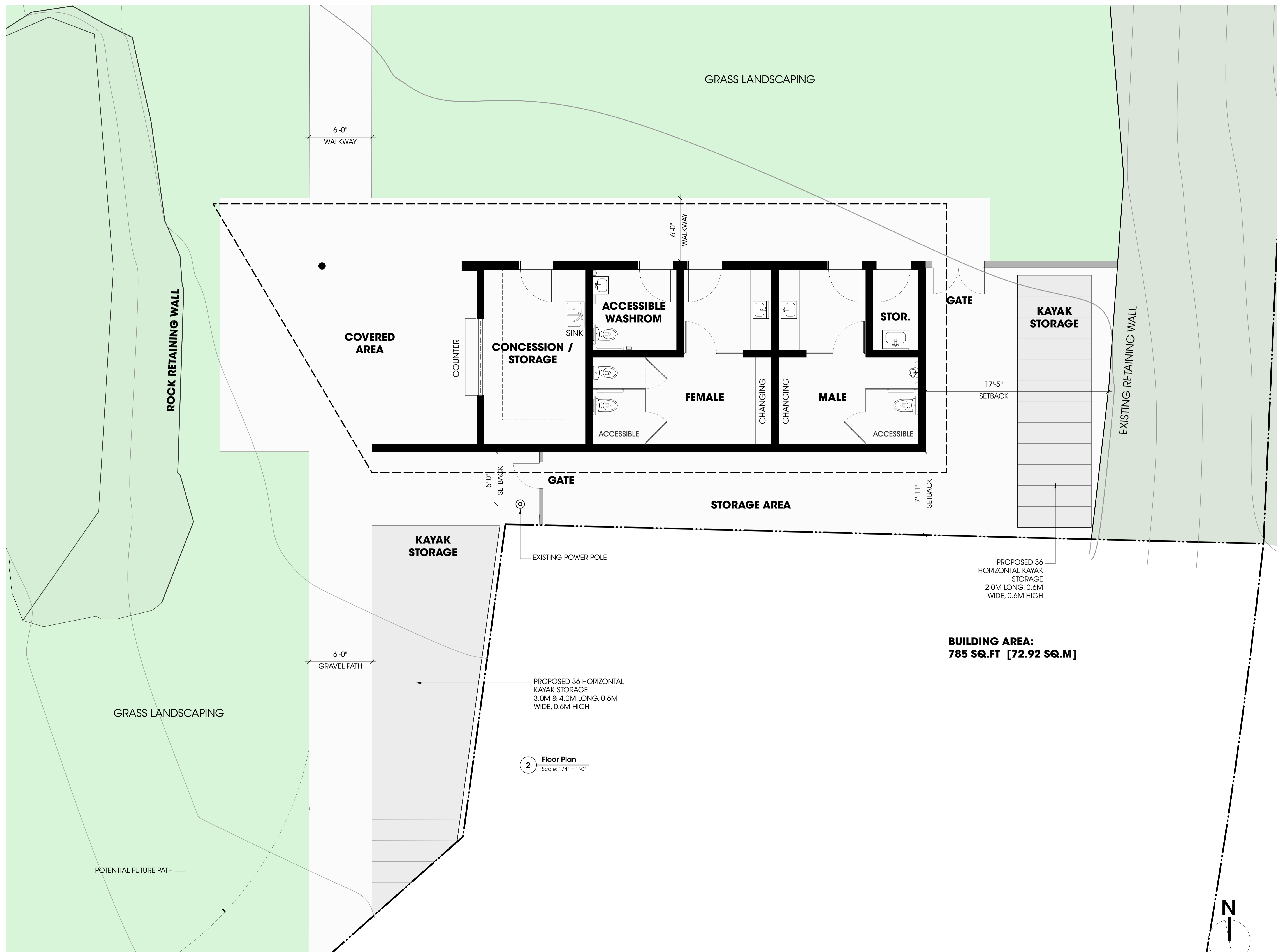
PROJECT
LIONS BAY BEACH PARK

PROJECT ADDRESS
**LIONS BAY BEACH PARK, LIONS BAY, BC
VILLAGE OF LIONS BAY**
PROJECT NO: 24148

FLOOR PLAN

SCALE: AS NOTED

A111



**BUILDING AREA:
785 SQ.FT [72.92 SQ.M]**

2 Floor Plan
Scale: 1/4" = 1'-0"

NOT FOR CONSTRUCTION

DRAFT

REV	DATE	DESCRIPTION
1	13-Jan-25	Issued For Presentation

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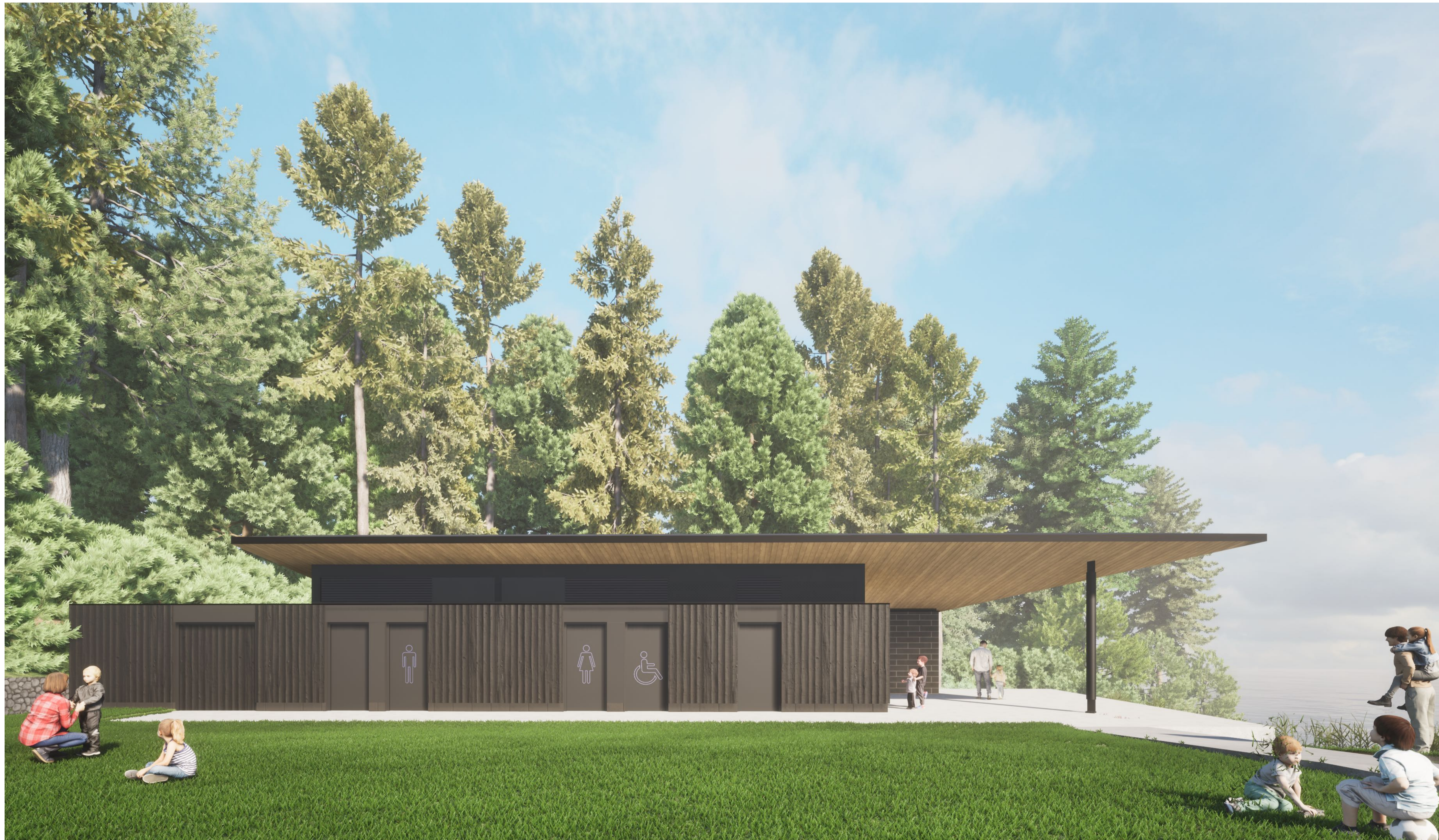
PROJECT
LIONS BAY BEACH PARK

PROJECT ADDRESS
**LIONS BAY BEACH PARK, LIONS BAY, BC
VILLAGE OF LIONS BAY**
PROJECT NO: 24148

RENDER [NORTH ELEVATION]

SCALE: AS NOTED

A112



NOT FOR CONSTRUCTION

DRAFT

REV	DATE	DESCRIPTION
1	13-Jan-25	Issued For Presentation

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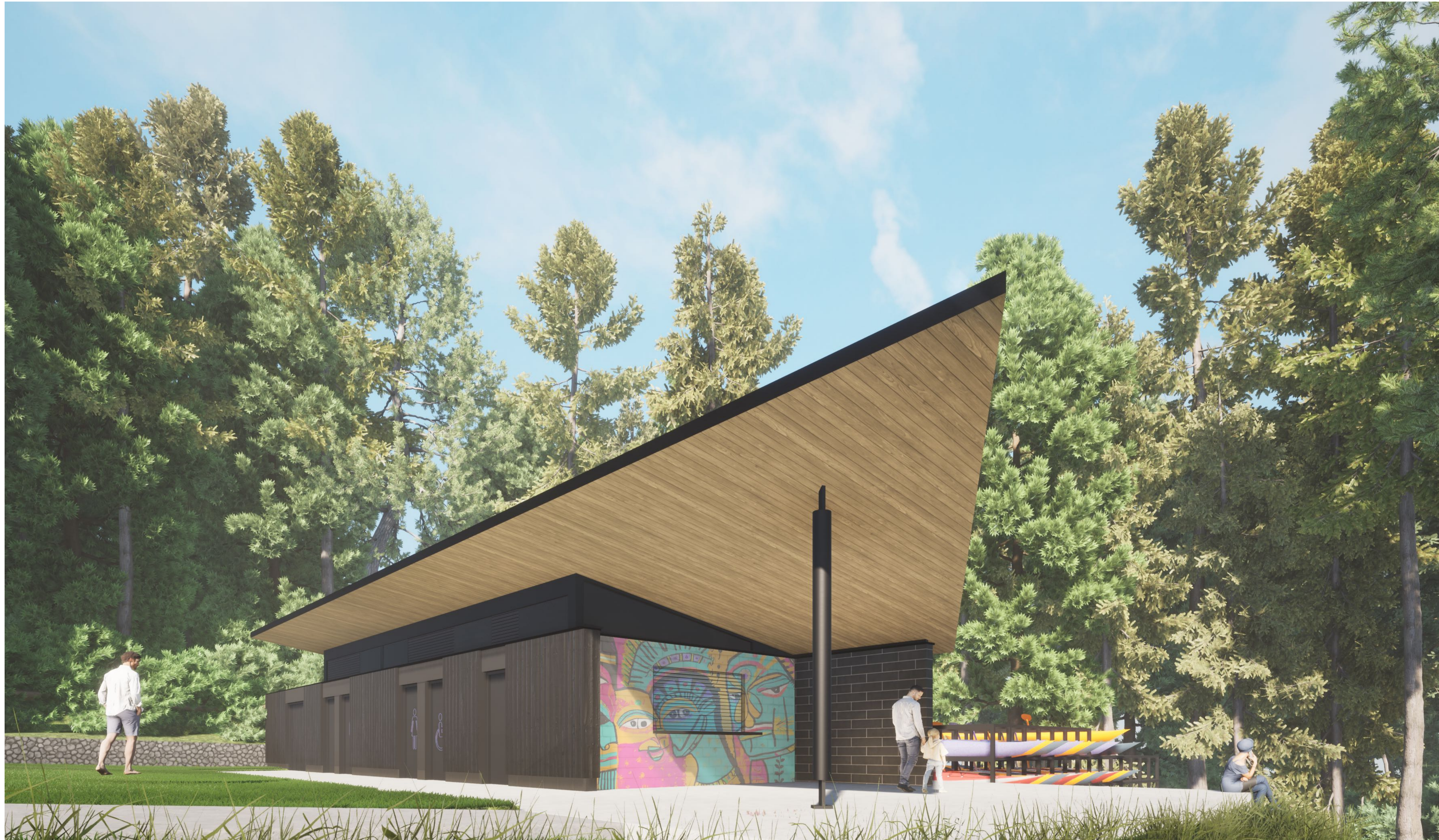
PROJECT
LIONS BAY BEACH PARK

PROJECT ADDRESS
**LIONS BAY BEACH PARK, LIONS BAY, BC
VILLAGE OF LIONS BAY**
PROJECT NO: 24148

RENDER [WEST ELEVATION]

SCALE: AS NOTED

A113



Positive Feedback:

- The design is functional, beautiful, and contemporary, with a nice mid-century modern style.
- The concept is good, and there are suggestions to retain tiles made by children for historical significance and to keep the park names after Erin Moore
- The design is praised for being aesthetically pleasing, though some desire a more natural fit with Lions Bay.

Negative Feedback:

- Concerns about the kayak rack location, safety, and accessibility issues, such as the kayak storage being too short and too far from the beach.
- Dissatisfaction with the design's lack of warmth and connection to the community, with criticisms about the generic city design and modern materials not reflecting the character of Lions Bay.
- Strong opposition to the washroom design, which is considered intrusive and lacks privacy, with concerns about sightlines, size, and the use of portables.
- Concerns about the project being built on leased land and the potential for it to not reflect the town's personality or fit the natural environment.
- Criticism of the overall budget transparency and concerns about timing and the completion of the park.
- Calls for more public consultation and consideration of previous community feedback
- Permanent building project being built on leased land

Important Suggestions and Feedback:

- Keep the playground name "Erin Moore" This suggestion was made by her Erin's Mom and also wanted to retain tiles created by children for historical significance, especially from the 2010 Olympics.
- Make the beach accessible for wheelchairs, potentially using parking spaces at the Marina for handicapped spots.
- There are recommendations for more inclusivity, such as wheelchair access and gender-neutral bathrooms.
- Strong emphasis on ensuring the design reflects the character of Lions Bay and prioritizing essential features like beach pathways, jetty, and public consultation.

- Concerns about the cost of the project and its feasibility, particularly regarding the concession facility, which may only be used on special occasions (e.g., Canada Day, FF Day).

Considerations:

- Features like a jumping pillow in the play area, grading grass for seating, and an expanded picnic area are suggested.
- The project is being built on leased land, with concerns about the lack of a septic tank and the safety of the log retaining wall.
- Suggestions to incorporate more natural elements like trees, use a neutral color for cladding
- Calls for a welcoming plaque, an elevated stage for events, and the inclusion of a mural to reflect the community.
- Concerns about the roof's structural challenges, the lack of adequate bathroom privacy, and the project's timeline, suggesting a start in October 2025 to allow for improvements.
- Suggestions for additions like an elevated stage and beach pathways are noted.

Type	Committee Recommendation		
Title	Infrastructure Project Recommendations to Council for 2025 Budget		
Author	Neville Abbott	Reviewed By:	DOO Karl Buhr
Date	January 15, 2025	Version	V4
Issued for	RCM January 21, 2025		

Recommendation:

THAT Council consider the Committee’s Infrastructure project recommendations below for Budget 2025.

Key Information:

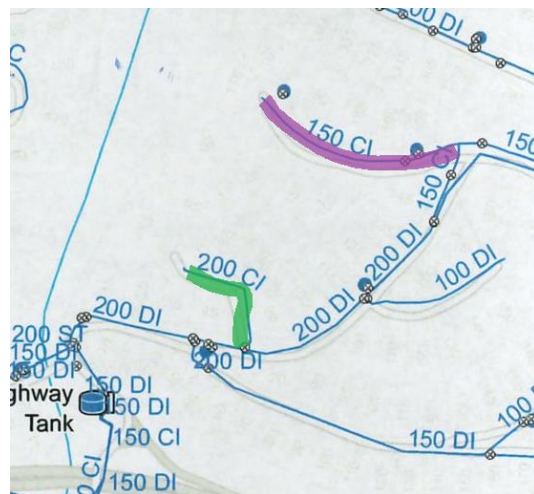
The Infrastructure Committee (IC) reviewed Public Works’s extensive list of infrastructure projects for 2025 at its 28 November meeting, and based on safety, life expectancy, need and budget criteria, settled on recommending the following projects for 2025 which were presented to Council in December.

At the IC meeting of January 14, 2025 the recommendations were compared to the latest version of the budget presented to Council and have noticed several anomalies. The committee tasked the Chair and DoO to address these concerns at the next budget presentation such that Council has a clear understanding of the committee recommendations. Adjustments made as part of V4 are shown in *blue italic font*.

1. Top priority is to make a start on replacing remaining undersized, cast iron and asbestos cement water distribution network in bite-size pieces.

In the previous budget cycle the Committee had recommended two separate watermain projects; namely \$225,000 for design and replacement of the 90 m of 8” cast iron water main on Creekview Place (green adjacent) and \$100,000 for the design for the replacement of the 6” cast iron water main along Highview Place (purple adjacent), which were both deferred to future years.

But CUBB.3, replacement of 400 m of the 150 mm (6”) cast iron Bayview watermain from



- d. add a powered actuator to Mountain control valve to allow it to serve its intended purpose
 - e. improve our claim for continued filtration exemption by further addressing the water regulator's requirements to only take in on-specification water through installation of powered control valves at both main intakes
 - f. introduce zone metering with a long-term view to remediating unintended consumption so far as to not require Magnesia supply even in summer.
 - g. *Prepare the control system to best accommodate and maximize the efficiency of universal water metering.*
3. Provide pH adjustment to finished water to bring into compliance with the Guidelines for Canadian Drinking Water Quality. It is too late for the remaining cast-iron mains to now reduce the acidity of our 6.8 pH water, but with guidelines being to deliver 7.0 – 9.0 pH, this is a low-cost water quality issue for Lions Bay's lead-copper residential plumbing. A 2021 estimate indicated 2 dry soda ash feeders would total \$100,000. A less expensive option is to provide hydroxide alkalinity using a small positive displacement pump to inject liquid caustic soda). Current budget costing is being developed by the Committee, but \$200,000 for two plants is a good placeholder.
4. [\$180,000] was funded in 2024 for bridge end repairs; three will be done in 2024 at a cost of \$95,000, leaving \$73,333 ($[\$180,000] - 95,000 + 95,000/3*5$) to fund for the remaining five bridges. The salient issue with bridge ends is pooling of water, especially salty water, along their end joints to the road grade, and the sooner they are addressed, the better. These funding levels assume all that will be required is some remediation of concrete at the very ends of the decks, replacement of asphalt, and milling of the approaches to eliminate pooling.
If the three critical bridge decks got repaired with the 2024 approved budget but there was insufficient funds to complete the balance the remaining repairs would be a lesser priority and could be completed in a future year.
5. *Culvert repairs at Bayview/Stewart and Bayview Place to Alberts Creek. Estimates to be confirmed currently budgeted at \$100k each. Half culvert replacement on Bayview above Stewart is a priority but could be completed within existing maintenance budget.*
6. The previously recommended reconstruction of the Magnesia Creek Intake, dubbed Project WHIRL (Weir Height/Inclination Realign), is now recommended to be deferred to await results from MAGIIC.

Options to Pursue Desired Result:



- (1) Staff to confirm unspent budget available from previous budgeting cycles for these items.
- (2) Council to consider these requests and refine budget approval during the RCM Budget Session on January 21, 2025.

Communication Plan: budget deliberations are open to the public.



**INFRASTRUCTURE COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY, Wednesday November 13, 2024 AT 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance : Mayor Ken Berry
Councillor Neville Abbott – Chair
Councillor Jaime Cunliffe - via Zoom
Committee Member Anthony Greville – via Zoom
Committee Member Brian Ulrich

Councillor Michael Broughton – left the meeting at 6:50 pm.

Absent with regrets :

Absent : Committee Member Hilary Monfared
Committee Member Mark Ignas

Staff : CAO Ross Blackwell
Director of Operations Karl Buhr

1. Call to Order

The Chair called the Infrastructure Committee Meeting order at 18:03 pm.

2. Appointment of Recorder

ASG was appointed recorder this meeting.

3. Approval of the Agenda

Moved/Seconded

THAT the agenda of November 13, 2024, Infrastructure Committee be adopted as circulated.
CARRIED.

4. Public Questions & Comments

- A. Resident Karen Dyer of *The Watershed* publication made it know she was present and should there be points of community interest she might publish a meeting summary.

5. Approval of Minutes

- A. Infrastructure Committee Meeting Minutes – 08 August, 2024
THAT the Infrastructure Committee Meeting Minutes of August 08, 2024 be approved as circulated.
CARRIED.

6. Business Arising from the Minutes

7. Unfinished Business

23111 – The Asset Management Plan has been circulated to all Committee Members. This item is now considered to be complete.

23113 – The Director of Operations is to issue an index of documents available in the Village Library, and any Committee members who wish to view a particular document can ask the CAO for access to that specific document only.

23121 – This task is to be reviewed under the DOO's report.

24052 – BU has prepared a spreadsheet outlining the options for increased/future water supply. For discussion later in the agenda. This item is now complete.

24072 – BU is still looking for the water quality and quantity reports to assemble an I.C. digital library file.

24073 – It was recommended by the CAO that an annual meeting between the I.C. and A.F.C. be held to ensure recommendations from both committees are properly coordinated to ensure Council receives both practical and consistent messages.

24081 – It was agreed to combine Action Steps 24072 and 24081 into a single outstanding action.

8. New Business

- A. Next Steps - Long-term Raw Water Source (investigation and recommendation).
BU had previously circulated the spreadsheet he has been working on, and further discussion ensued. "Do Nothing" had the highest score, but it was agreed a better descriptor should be "ASAP and Peak Demand Management"
The best options to provide potable water in the event of a major forest fire are either a pipeline from M.V. or wells. The funding for a pipeline would have to come from higher levels of government, which is unlikely to be available.
All Committee members were asked to review the spreadsheet and provide any adjustments to the weighting numbers to BU for collation and resubmission.

- B. Director of Operations Updates – See Summary Notes Below.
- C. UV Dose - Harvey Creek Water System – Regulators Questions.
The DOO indicated he was contemplating a longer, and more technically detailed discussion that would best be held in a separate, very focused, meeting.
- D. Status Update on Last Budget Cycle.
The Public Works Department has filed its budget requests for 2025, and it is incumbent of the I.C. to submit its budget priority recommendations to Council. A meeting of the I.C. will be scheduled for 28 November to prepare its recommendations.
- E. ASG - Requests for further discussion re ASAP Options.
These discussions had occurred, and the information requested will be forwarded.
- F. UBCM Updates.
The Minister available to Lions Bay at the UBCM suggested our request should be directed to a different Ministry! It is the intention for Council to table a stronger resolution at the 2025 UBCM Meeting, and to the 2025 LMLGA Conference in May. The concern surrounding contaminated water after a forest fire is considered a priority recommendation from Lions Bay to the B.C. Provincial Government.

9. Public Questions & Comments

No public comments or delegation were forthcoming.

10. Adjournment

Moved/Seconded

THAT the Infrastructure Committee Meeting be adjourned.

CARRIED

The meeting adjourned at 21:59.

11. Next Meeting

Next meeting of the Infrastructure Committee was scheduled for November 28 2024.



**INFRASTRUCTURE COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY, November 28, 2024 AT 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance : Mayor Ken Berry
Councillor Neville Abbott – Chair
Committee Member Anthony Greville – Via Zoom
Committee Member Brian Ulrich

Councillor Michael Broughton – at 18:04
Committee Member Mark Ignas – Via Zoom - at 18:40
Committee Member Hilary Monfared – Via Zoom – at 19:08

Absent with regrets :

Absent : Councillor Jaime Cunliffe

Staff : Director of Operations Karl Buhr

1. Call to Order

The Chair called the Infrastructure Committee Meeting order at 18:00 pm.

2. Appointment of Recorder

ASG was appointed recorder this meeting.

3. Approval of the Agenda

Moved/Seconded

THAT the agenda of November 28, 2024, Infrastructure Committee be adopted as amended.

Amendment;

CARRIED.

4. Public Questions & Comments

No public comments or delegation were forthcoming.

- A. Resident Ron McLaughin asked about an opportunity to obtain full funding for water metering in Lions Bay. NTA responded that such an opportunity does exist, and Lions Bay, after some positive indications, will apply.

- B. Resident Marek Sredzki spoke at a later point in the meeting. Mr. Sredzki commented on the desalination option to secure increased raw water supplies into the future. Mr. Sredzki feels desalination is not the most cost effective option; instead he would like to promote the drilling of wells in the Village for peak shaving supplies. Mr. Sredzki also feels bringing in water from Metro Vancouver’s SCFP facility is a “pipe dream” option (no pun intended!).

5. Approval of Minutes

There were no minutes from previous meetings presented to approve.

6. Business Arising from the Minutes

There was no Business Arising from the previous minutes to discuss.

7. Unfinished Business

All unfinished Business will be addressed at the 14 January, 2025 Meeting.

8. New Business

- A. Meeting Calendar for 2025.

It was the feeling of the meeting the I.C. is flexible and will work around Council Meetings as a whole. In general, a preference was expressed for the second Tuesday of the month; meeting time to continue to be 6:00 pm.

- B. Next Steps - Long-term Raw Water Source (investigation and recommendation).

BU presented an updated water supply spreadsheet, which included adjusted weightings for each potential source and parameter. Each was reviewed and discussion centred on each source and treatment option. See the notes below for a summary.

BU is to further classify each raw water source and treatment option in terms of capital costs and operating costs to assist in the evaluation process.

- C. Infrastructure Projects Recommendation to Council for 2025 Budget Year.

A short discussion on up-dating the 2024 budget recommendations ensued. NTA to update the recommendations, based on our discussion, and to support the requests of the DOO as outlined below, and deliver same to the CoW Meeting, scheduled for 03 December, 2024.

- D. Director of Operations updates.

The DOO reviewed the 2025 Budget requests from the PWD. Included in the discussion was a status review of those items recommended by the I.C. for consideration in 2024. See below in the Notes section for further details.

9. Public Questions & Comments

No public comments or delegation were forthcoming.

10. Adjournment

Moved/Seconded

THAT the Infrastructure Committee Meeting be adjourned.

CARRIED

The meeting adjourned at 20:15.

11. Next Meeting

Next meeting of the Infrastructure Committee was scheduled for January 14 2025.

Type	CAC Committee Recommendation		
Title	Hall Heating Replacement Project.		
Author	Neville Abbott	Reviewed By:	
Date	January 15, 2025	Version	V1
Issued for	RCM January 21, 2025		

Recommendation:

THAT Council provide direction to staff with respect to the Climate Action Committee (CAC) Recommendation to Council for the Hall Heating Replacement Project, as follows:

1. The CAC recommends Council direct Staff to contract three contractors/consultants to commit the 2022-2023 LGCAP funds by end of March 2025. Described as Phase 1 of the project in this report.

Key Information:

The 2024 budget included the allocation of \$150,000 (LGCAP funding for 2022-2024) to the hall heating upgrade. The CAC was concerned that the budget was tight given the lack of confirmed scope/estimate around the electrical requirements.

Subsequently Staff advised the province had allocated 3 years (2024-2026) of LGCAP funds to be spent by March 2028. CAC revised their recommendation in early 2024 to include the required electrical upgraded and potentially window replacement, budget permitting.

In October 2024 the CAC became aware of the Green & Inclusive Community Building (GICB) grant. This stackable grant would allow the full original scope as envisioned by the CAC to be completed within the available from the LGCAP program. The CAC with Staff support submitted an application for the CICB grant. The outcomes and timing of this application is unknown.

Regardless of the outcome of the GICB grant application, the Village must still commit the \$102,000 (2022-2023) LCAP allocation by March 2025 and complete installation by “summer 2025”. This will allow time to reassess the scope depending on if the grant is successful or not.



The LGCAP funds - \$51k per year starting in 2022

- Current funding (2022-2023) \$102,000 must be spent March 2025
- Funding forecast (2024-2026) \$149,000 must be spent March 2028

The CAC prioritized converting the municipal hall heating system from heating oil to an electric air to air heat pump since the start of the LGCAP program in 2022. The CAC is proposing a phased approach. The limited funds available through the program have been a constraint the committee has worked hard to overcome.

The two budget constraints have been the cost of an additional backup generator and the electrical (BC Hydro) upgrade.

The replacement of the existing open wood burning fireplace with a certified and compliant, high efficiency wood burning fireplace to use as back-up heat in case of emergency. This is estimated to cost roughly \$11,000. 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. Heat pump bidders will be permitted to include optional/alternative solutions such as different heat pump technologies and/or geothermal heating proposals.

Budget for Phase 1 of the heat pump retro fit project*.

Scope	Cost	Cost basis
Design and estimate to confirm 200-amp electrical upgrade scope.	\$20,000	Estimate for minimum scope to accommodate heat pumps only.
Install 2 new heat pumps and remove 2 existing oil furnaces	\$56,000	Fixed quote updated for GICB grant application
Fireplace Insert	\$12,000	Quote plus 1,000 allowances for power outlet to run fan.
Contingency	\$13,200	15% - uncertainty around power upgrade and escalation for stale pricing increases.**
TOTAL	\$101,200	Sum total including contingency

* Quotes received to date have been included in a closed agenda for information.

**A further \$6,800 is available if needed left over from the CARIP funding.



Budget for Phase 2 of the heat pump retro fit project, if GICB grant is unsuccessful.

Scope	Cost	Cost basis
Additional BC-H service	\$40,000	Estimate based on sit visit by electrical contractor.
Electrical Upgrades	\$50,000	Scope to be defined.
Contingency	\$30,000	33% uncertainty around power upgrade scope.
TOTAL	\$120,000	Sum total including contingency
Budget remaining	\$30,000	Budget available to include other items from larger scope such as Window replacement in gym.

Options to Pursue Desired Result:

(1) Direct Staff to execute 3 contracts as described.

STAFF REPORT

DATE: January 21, 2025 **FILE:**
TO: Ross Blackwell, MAP, MCIP, RPP, CAO
FROM: Shawna Driscoll, Administrative Assistant
RE: **Tree Application #132 – 145 Panorama Place**

RECOMMENDED RESOLUTION:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 132, subject to the following:

- a. For the scope of work detailed in the application;
- b. The cut should be at an even height from the road and within three (3) feet from the previous topped level;
- c. Selectively remove small or dead trees;
- d. The applicant must clean up and remove all associated debris and notify the Municipality as soon as possible after the cutting to advise that this has been done;
- e. The tree cutting permit shall be valid for one year subject only to confirmation prior to any cutting, or repeated cutting, within that period of:
 - i. compliance with the bylaw restrictions regarding bird nesting season,
 - ii. if working from the road, a traffic control plan approved by Public Works
 - iii. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and any other Municipal bylaw requirements.

BACKGROUND:

The Tree Committee met on site at 145 Panorama Place on December 11, 2024.

DISCUSSION:

n/a

OPTIONS:

- (1) Approve the application as proposed.
- (2) Approve the application with amendments.



(3) Refer the matter to the Tree Committee or staff with specific direction.

RECOMMENDED OPTION:

(1) Approve the application as presented

FINANCIAL CONSIDERATIONS:

none

LEGAL CONSIDERATIONS:

none

Respectfully submitted,

Report Approved By,

Shawna Driscoll, Administrative Assistant

Ross Blackwell, CAO
Chief Administrative Officer

Attachments:

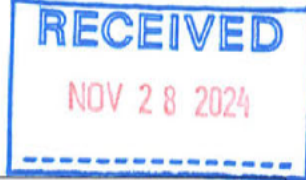
(1) Tree Application #132



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

Tree Cutting Application Form



All fields must be completed

Applicant's Full Name: Julie & Rob Kemp	
Address: 136 Panorama Place 145 Panorama Pl.	
Phone: [REDACTED]	Email: [REDACTED]
Arborist/Contractor Name: Tree Line Management Inc.	
Phone: (604) 968-7210 (Nick)	Email: info@treelinemanagement.ca

Office Use Only	Tree Application Number:
Received by: <i>Shawna</i>	Date: <i>Nov. 28/24</i>
Amount Paid: <i>\$75</i>	Cash or Cheque: <i>cheque # 401</i>
Application Complete? (Y/N) yes	If no, reason:
Date referred to Public Works: <i>Nov 29/24</i>	Date returned by Public Works: (See attached comments) <i>Nov 29/24</i>
Date Application to Tree Ctte: <i>Nov 29/24</i>	Meeting Date: <i>Dec 11/24</i>
Agenda forwarded to Tree Ctte:	Minutes received from Tree Ctte:
Council Agenda Date:	Council Decision:
Parties Notified:	
Date of Letter Notifying Applicant of Decision: (Mar 26-Aug 16 Registered Professional Biologist):	Received Damage Deposit: Name of Arborist/Contractor: Proof of WorkSafe Certificate: Proof of Insurance (\$5 mil/VoLB Add'l Insured):
Permit Issued:	Post-work check by Public Works:
Damage Deposit Returned:	If not, reason:



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

<p>Species/Description of Tree(s):</p> <p>Mixed conifer trees</p>
<p>Location of Tree(s):</p> <p>Conifer trees locate on the median between Panorama Road and Panaramo Place, and directly in front of 145 Panorama Place</p>

**Trees must be clearly marked with marking tape in time for the Trees, Views and Landscapes Committee's site visit.*

<p>Reason for Removal:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Too close to property (foundation, garage, fence, etc.) <input checked="" type="checkbox"/> Dead, dying or diseased <input checked="" type="checkbox"/> Unattractive <input type="checkbox"/> Blocking sunlight <input type="checkbox"/> Attracting wildlife 	<ul style="list-style-type: none"> <input type="checkbox"/> Interfering with infrastructure (roads, sidewalks, etc.) <input type="checkbox"/> Leaves causing problems <input type="checkbox"/> Blocking site access <input checked="" type="checkbox"/> Affecting house value <input type="checkbox"/> Hazardous <input checked="" type="checkbox"/> Interfering with view
<p>Please provide additional comments which may be useful:</p> <p>To trim the conifer trees to a previous height of approximately 8 feet height to match existing height of adjacent hedge located at 182 Panorama Place and to recover views and to clean up dead or dying trees.</p>	
<p>Replanting Plan, if any (please include anticipated timeframe for completion):</p> <p>We would like to pocket plant where possible a mix of rhododendrunns and other decorative evergreen shrubs that will have a maximum growth habit of no more than 10 feet so that these plants can eventually replace the existing conifer trees over time as they mature and so that future tree trimings will no longer be required by either the Village (for maintaining existing roadway sight lines) nor property owners (for maintaining existing view lines).</p>	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

I have attached a colour photograph or colour photocopy of the subject tree(s) with descriptive notes or markings if applicable.

I have verified the information contained within this application is correct. No cutting of Significant Trees, as defined by Schedule "C" to Village of Lions Bay Tree Bylaw No. 393, 2007, as amended, is contemplated by this application or, if it is, this fact is clearly and explicitly set out in the application along with supporting rationale.

I acknowledge that responsibility for bylaw compliance rests with me as the applicant. I will indemnify and save harmless the Village of Lions Bay, its officials, employees and agents against claims, liabilities and expenses of every kind, in respect of anything done or not done pursuant to this application or ensuing permit, if issued, including negligence and/or failure to observe all bylaws, conditions, acts or regulations.

I understand that, should this application be approved, all work performed must comply with any and all conditions of approval incorporated in the Council resolution, and that failure to comply with such conditions may result in fines, penalties and/or legal action.

I understand that per section 3.4.8 of Tree Bylaw No. 393, 2007, in order to protect nesting birds, no tree cutting may be carried out between March 26th and August 16th in any given year, unless:

- the cutting is required to deal with a Hazardous Tree; or
- subject to the requirement for a nesting survey by a Registered Professional Biologist, the cutting is approved by the Council as an exception where the application is connected to a building permit or other process which, if delayed, the Council considers would result in hardship to the applicant and the Council may consider:
 - i. the circumstances of the applicant;
 - ii. the scope and location of the application;
 - iii. the timing of the cutting in relation to the nesting calendar attached as Schedule "E" to the Tree bylaw.

Juie & Rob Kemp

A black rectangular redaction box covering the signature of the applicant.

November 28, 2024

Name of Applicant (Please Print)

Signature

Date Signed





<u>NAME OF APPLICANT</u>	<u>ADDRESS</u>	<u>TREE APP #</u>	<u>COMMENTS</u>
Julie and Rob Kemp	145 Panorama Place	132	

<u>AFFECTED OWNER</u>	<u>ADDRESS</u>	<u>SUPPORT</u>	<u>OPPOSE</u>	<u>COMMENTS</u>
L. Carson and R. Matthias	135 Panorama Pl	x		Supportive of the application.
M. White	182 Panorama Pl	x		
R. & R. Vernon	160 Panorama Pl	x		Fully supportive of replacing conifers with smaller evergreens.
R. Hopkins	155 Panorama Pl	x		They are ugly.
R. Greger	170 Panorama Pl	x		Let the light shine in.



Public Works Tree Cutting Referral Comments

Tree Cutting Application Number: 132
Name of Applicant: Julie and Rob Kemp
Address of Applicant: 145 Panorama Place
Location of Trees(s);
Clearly on Municipal Land: (Y/N) (If no, survey required at applicant's cost) <i>yes</i>
Location in Relation to Municipal Infrastructure (Present & Future): <i>no</i>
Location in Relation to Others' Infrastructure (Telus/Hydro Lines, etc): <i>no</i>
Slope Stability Considerations: <i>no</i>
Replanting Required (Y/N and recommendations, if any): <i>no</i>
Traffic Management : (Y/N) <i>YES</i>
Other Considerations / Comments:
Attachments (Y/N and Description):

GARTH BEGLEY
Page 176 of 229



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

TREES, VIEWS & LANDSCAPES COMMITTEE MEETING

OF THE VILLAGE OF LIONS BAY

HELD ON WEDNESDAY, DECEMBER 11th, 2024

ON SITE: 145 PANORAMA PLACE

MINUTES

In Attendance:

Committee: Chair, Simon Waterson
Mike Jury
Jay Barber

Public Participation: Rob Kemp

1. Call to Order

Chair Simon Waterson called the meeting to order at 09:02

2. Appointment of Recorder

Simon was appointed as the recorder

3. Approval of the Agenda

Moved/Seconded

THAT the Agenda be approved as distributed

CARRIED

4. Public Questions & Comments

None

5. Approval of Minutes

- a. THAT the Trees, Views and Landscapes Committee approves the October 24, 2023 Trees, Views and Landscapes Committee minutes, as distributed.

CARRIED

6. Business Arising from the Minutes

None

7. Unfinished Business

None

8. New Business

- a. Tree Cutting Application #132 – 145 Panorama Place

Committee Recommendation:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 132, subject to the following:

- a. For the scope of work detailed in the application;
- b. The cut should be at an even height from the road and within three (3) feet from the previous topped level;

- c. Selectively remove small or dead trees
- d. The applicant must clean up and remove all associated debris and notify the Municipality as soon as possible after the cutting to advise that this has been done;
- e. The tree cutting permit shall be valid for one year subject only to confirmation prior to any cutting, or repeated cutting, within that period of:
 - i. compliance with the bylaw restrictions regarding bird nesting season,
 - ii. if working from the road, a traffic control plan approved by Public Works
 - iii. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 - iv. any other Municipal bylaw requirements

CARRIED

9. Public Questions & Comments

None

10. Adjournment

Moved/Seconded

THAT the meeting be adjourned

CARRIED

The meeting was adjourned at 09:30 am.

STAFF REPORT

DATE: 16 Jan. 2025 **FILE:** L:\Electronic Filing\l. Legislative & Regulatory Services\3900 Bylaws\30 Drafts in process\Bylaw 633 of 2025 – Water\ Staff Report, Bylaw 633 2025 2nd reading.docx

TO: Ross Blackwell, CAO

FROM: Karl Buhr, Director of Operations

RE: **NEW WATER AND BYLAW-NOTICE ENFORCEMENT BYLAWS, THIRD READING**

RECOMMENDATIONS ARISING FROM THIS REPORT:

1. THAT Council read Water Bylaw No. 633 2025 for a third and final time.
2. THAT Council read Bylaw Notice Enforcement Bylaw No. 385 Amendment Bylaw No. 640 for a third and final time.

BACKGROUND:

Multiple BC municipalities' water regulations were reviewed to distil useful aspects and facets pertinent to Lions Bay to replace Water Rates and Regulation Bylaw No. 2 of 1971, necessary to address a water system in its fifth decade of operation.

DISCUSSION:

1. Feedback received during Council's second reading of the proposed Water Bylaw No. 633 has been addressed as follows:
 - a. Compare the proposed Sec. 8¹ with the current situation. The current Water Rates and Regulations Bylaw No. 2, 1971 focuses on new connections to the water system, and does not much anticipate access problems arising later. About the closest provision in Bylaw 2 is Sec. 5.4: *"It shall be the duty of every consumer to provide that all taps, fittings and other things connected with the service within the premises are in good order and installed and connected in accordance with the provision of the Building and Plumbing By-Laws."* Staff find no further relevant provisions in our current situation, which is one of the reasons it needs to be updated.
 - b. Add provision for the owner to relocate their service line at their expense, has been accommodated by the marked-up changes presented in Sec. 9.
 - c. Sec. 36: clarify fine limits and confirm validity of collecting outstanding fines via property tax: counsel Lidstone & Co.'s email memo in that regard was forwarded to Council on 11 Dec. 2024, the day after the meeting at which the question arose, and is attached to this report. In summary, the proposed provisions are valid.

¹ "8) No person shall at any time or in any manner bury, cover or obstruct access to any fixture connected to Water System by placing or planting thereon or in the vicinity thereof, any material or thing, whether on a temporary or permanent basis, and the Municipality may remove the obstruction without notice, with the expense of the removal charged to and paid by the offending person in addition to any other penalty imposed pursuant to this bylaw."

- d. Clarifications around secondary suites were added in Schedule A.
- 2. Aspects of Water Bylaw No. 633 that entail enforcement will require additions to Bylaw-Notice Enforcement Bylaw No. 385. Reviewing preliminary suggested changes to Bylaw 385 at the Nov. 19 meeting, Council requested a report on fine levels in other municipalities, which was presented on-table at the Dec. 10 meeting, and is attached to this report as *20241209 water fines comparison report*. On Dec. 10 Council gave first and second readings to *Bylaw-Notice Enforcement Bylaw No. 385 2006, Amendment Bylaw No. 640, 2025*. No changes were requested for the third reading of Bylaw-Notice Enforcement Bylaw No. 385, so it is simply the second reading version cleaned up by removing comments and redline/strikeout.
- 3. The proposed timetable for promulgation of both bylaws remains:

DATE	MEETING	RECOMMENDED ACTION
Nov. 19, 2024	Regular meeting of Council	Completed: first reading of Bylaw 633 Completed: commentary on proposed amendments to Bylaw 385.
Dec. 10 (brought forward from Dec. 17, 2024)	Regular meeting	Completed: second reading of Bylaw 633, first and second readings of Bylaw 640
Jan. 21, 2025	Regular meeting	Third readings of Bylaws 633 and 640.
Not yet set	First regular meeting after adoption of 2025 water rates (to save another round of bylaw promulgation)	Adoption of Bylaws 633 after addition of current Schedule A, and 640.

OPTIONS:

- (1) Resolve as recommended
- (2) Refer the matter to staff with specific direction
- (3) Provide no decision or direction.

DIRECT FINANCIAL CONSIDERATIONS:

None

LEGAL CONSIDERATIONS:

Enforceability has been corroborated by counsel.

Submitted,

/KHBuhr/

Karl Buhr, Director of Operations

Report approved by,

A handwritten signature in black ink, appearing to be "R. Blackwell", with a horizontal line extending to the right from the end of the signature.

Ross Blackwell, CAO

Attachments:

- (1) Lidstone & Co.'s email memo dated 11 Dec. 2024
- (2) Third reading version of *Water Bylaw No. 633, 2025*
- (3) Staff water fines comparison report
- (4) Third reading version of *Bylaw-Notice Enforcement Bylaw No. 385 2006, Amendment Bylaw No. 640, 2025*.

From: [Ralph Hildebrand](#)
To: [Karl Buhr](#)
Subject: Re: Reviewed and revised Water Bylaw
Date: December 11, 2024 4:00:12 PM
Attachments: [Lidstone_e4515b3f-3728-44db-806a-a9123531440f.jpg](#)

Karl:

You have asked about the Municipality's ability to assess fines and penalties against a property and the limits permitted for any summary convictions for breaches of the Bylaw.

1. UNPAID FINES, PENALTIES, AND FEES

Section 35 is the section that permits the outstanding Fees, fines, penalties, or costs to be added to taxes if unpaid by December 31 of the year they were assessed. Section 45 relates to work undertaken by the Municipality due to failure of Owner to undertake work required by Bylaw.

Section 46 creates a general obligation of indemnification of the Municipality for all costs, expenses, damages, and injuries resulting from a contravention of the Bylaw.

There are a number of sections that permit the Municipality to do work on private property if there is a violation of the provisions of the Bylaw:

- S. 12 If Curb Stop buried etc. Municipality may remove and the expenses paid by offending person;
- S. 13 Owner fails to keep Curb Stop clear, owner to pay expenses of removing obstruction;
- S. 20 Municipality costs to remove cross connection at expense of Owner;
- S. 25 Municipal costs to disconnect water service at expense of Owner;
- S. 40 Authority to Public Works Manager to repair leaks etc. and expenses related paid by the Owner;

Section 16 of the *Community Charter* permits the municipality to enter property to undertake work permitted by section 17(1) of the *Community Charter*. Section 17(1) states that if a person is required to take an action and fails to do so, the municipality may fulfill the requirement and recover the costs incurred from that person as a debt.

Section 258 applies to fees imposed by the municipality and amounts a municipality is entitled to recover for work done to land where the Act authorizes a municipality to recover such amounts in the event of a default. Such amounts may be collected with the same remedies as property taxes and if due and payable by December 31, deemed to be taxes in arrears.

In this context, the specific question is the correctness of the reference to Fees, fines, penalties, and costs. The term "Fees" is defined in the bylaw as a charge laid out in *Lions Bay Fees Bylaw*. Fees and costs come within the clear parameters of the Act.

With respect to fines and penalties, if these are taken as a reference to the results of a conviction, the council member is correct, they cannot be collected as taxes and could only be imposed after a conviction. However, the terms "penalty" and "fines" are not defined in the Bylaw. When used in the context of charges permitted under the Bylaw, the terms fines and penalties are not capitalized. The only point in the Bylaw in which the term "penalties" is capitalized is in the context of a Penalty pursuant to a summary conviction. In this context the "fines" and "penalties" imposed by the Bylaw as referenced in section 35 are not a reference to fines arising as a result of a conviction. Probably the best way of distinguishing

this is to think in terms fines or penalties for late payment of fees as opposed to fines and penalties arising from a conviction.

In that respect, the determination of the court in Abbas [Khani-Hanjani v. City of Surrey, 2012 BCPC 346 \(CanLII\)](#) is helpful. In that case the claimant's rental property was inspected for electrical deficiencies that created a fire hazard. The relevant City of Surrey bylaw permitted the costs of the inspection to be assessed against the owner. The invoice for the inspection included fees, penalties for late payment and interest. The court considered the provisions of the *Community Charter* including sections 258 and 265 and determined not to reverse the claim for reversal of the penalties, costs, fees, and interest that were ultimately assessed against title.

In any event, this is a concern of council, then it will probably not result in a loss of the Municipality's remedies if the references to fines and penalties are removed from section 35.

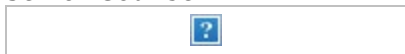
2. FINE LIMITS

The reference to the Penalty limit of \$20,000 is with respect to a summary conviction. As noted in my email of November 13, 2024, the permitted range for a Penalty brought for a long form prosecution the *Offense Act* is between \$250.00 - \$50,000.

I hope this addresses your questions.

Yours,

Ralph Hildebrand
Senior Counsel



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From: Karl Buhr, Public Works Manager

Date: Wednesday, December 11, 2024 at 9:06 AM

To: Ralph Hildebrand

Subject: RE: Reviewed and revised Water Bylaw

Ralph,

If I didn't say so before, thanks for turning Water Bylaw Redux around so fast, Council gave it second reading last night. So far, so good. Can I ask about two points that arose that are in your wheelhouse:

- Can unpaid fines, penalties and fees indeed be treated as unpaid property taxes, simply by saying so? Some understand you need to file court actions.
- In S.43*, it was suggested that the provincial cap of municipal penalties is maybe \$3000, or maybe \$10,000. I assume you wouldn't have said \$20,000 unless it was?

Regards,

Karl

*Every person who violates any of the provisions of this bylaw; or suffers or permits any act or thing to be done in contravention of any of the provisions of this bylaw; or who refuses, omits, or neglects to fulfill, observe, carry out, or perform any duty or obligation imposed by this bylaw; shall be deemed to be guilty of an offense and liable on summary conviction to Penalty of not less than \$200.00 but not exceeding \$20,000.00, unless otherwise provided for by Bylaw Notice Enforcement Bylaw No. 385 as amended.

cannot



Water Bylaw No. 633, 2025



PO Box 141, 400 Centre Road
Lions Bay, British Columbia
V0N 2E0, CANADA
604-921-9333
office@lionsbay.ca
www.lionsbay.ca

WATER BYLAW

NO. 633, 2025

A bylaw to regulate potable water supply, distribution and use in the Village of Lions Bay.

WHEREAS, pursuant to Section 8(2) and 8(3) of the *Community Charter* Council may provide Municipal services and, by bylaw, regulate, prohibit, and impose requirements in relation to Municipal services; and

WHEREAS, Council wishes to establish a bylaw to regulate the Village of Lions Bay's potable water supply, distribution and use.

NOW THEREFORE, the Council of the Village of Lions Bay, in open meeting assembled, ENACTS AS FOLLOWS:

PART 1 – INTERPRETATION

- 1) This bylaw may be cited as “Water Bylaw No. 633, 2025.”
- 2) In this bylaw:
 - a) “**Curb Stop**” means the Municipality’s valve connected to the Water System, demarcating the boundary between the Water System and a Property;
 - b) “**Fee**” means a charge called for herein and laid out in Village of Lions Bay Fees Bylaw No. 497, 2016 as amended;
 - c) “**Hydrant**” means a device equipped with special threaded connections within a highway or a Municipal right-of-way or easement, or on Municipal Property, connected to the Water System, intended to draw Water from the Water System other than from a Curb Stop;
 - d) “**Leak**” means an unintended flow of Water on a Property;
 - e) “**Municipality**” or “**Municipal**” means or refers to the Municipality of the Village of Lions Bay, and to its staff and contractors acting in duly authorised capacities;
 - f) “**Notice**” means a letter or other correspondence provided by the Municipality to an Owner advising of action to be taken, work to be conducted, an infraction against the regulations as outlined in this Bylaw, or other information that may be communicated by the Municipality pursuant to this bylaw;
 - g) “**Owner**” means the registered owners, or the persons named as the registered owner on the tax roll by reason of agreement for sale, of any lands or Property within the Municipality’s boundaries;
 - h) “**Premise**” means any building or structure on a Property;
 - i) “**Property**” means a parcel of land within the Municipality;
 - j) “**Service Connection**” means an Owner’s piping and appurtenances connecting a Curb Stop to a Premise through the Property;
 - k) “**Water Service**” means the provision of Water at a Property’s Curb Stop from the Water

System;

- l) **“Water System”** means those portions of the water supply system owned by the Municipality including the Municipalities water sources, treatment facilities, pipes, valves, devices, Curb Stops, and all other items and materials used to supply Water to Properties in the Municipality; and,
- m) **“Water Waste”** means indiscriminate, unreasonable or excessive use, running or dissipation of Water, whether intentional or by Leak, known or unknown.
- n) **“Water”** means potable water produced and supplied by the Municipality;

PART 2 – GENERAL

- 3) Whenever and wherever the Municipality supplies Water to Owners, the provisions of this bylaw shall extend to and be binding upon such Properties and persons so served.
- 4) Nothing in this bylaw shall be construed or deemed to impose any obligation or duty on the Municipality to provide Water Service continuously or at a given pressure. The Municipality reserves the right at any and all times to:
 - a) without Notice change pressure in the Water System; or
 - b) shut off the Water Service for the purposes of making planned or emergency repairs, extensions, alterations, or improvements; or
 - c) for any other reason related to the condition or status of the Water System or Water.
- 5) The Municipality shall not be liable for:
 - a) interruption or failure of the Water Service; or
 - b) contamination, sediments, deposits or other matter contained in the Water;
arising as a consequence of any accident, damage, alteration, servicing or repair to the Water System whether such arises from an act of the Municipality, whether through negligence or otherwise, or arises as a result of the actions or failure to act of another person, or through natural causes, or through the deterioration or obsolescence of the Municipality's Water System, howsoever caused, or otherwise.

PART 3 – CONNECTING A PROPERTY TO THE WATER SYSTEM

- 6) The Owner of a Property upon which one or more Premises are situated, must, wherever the Water System is within 30 meters of such Parcel, connect to the Water System. There is no obligation or requirement to use Water.
- 7) A person wanting to connect to the Water System must make an application to the Municipality in the form prescribed and pay the prescribed fee, after which the Municipality shall, at the Owner's expense and cost, connect the Owner's Service Connection to the Water System by installing a Curb Stop or by connecting it to an existing functioning and reasonably accessible Curb Stop, subject to the following:
 - a) except in the case of an approved subdivision, the Municipality shall have no obligation to connect the Water System to a Property which does not have road frontage;
 - b) the Municipality shall have no obligation to provide Water System access through a private easement;

- c) each Property shall have only one Curb Stop and a Curb Stop may only serve one Property. In the event a Curb Stop is determined to serve more than one Property, the Owners of such Properties must make an application to the Municipality for a separate Curb Stop for each Property and the Municipality may disconnect any or all such Properties until each Properties is separately connected in accordance with this bylaw; and
 - d) an application for a Water Connection that requires extension of the Water System must be approved by Council.
- 8) No person shall at any time or in any manner bury, cover or obstruct access to any fixture connected to Water System by placing or planting thereon or in the vicinity thereof, any material or thing, whether on a temporary or permanent basis, and the Municipality may remove the obstruction without notice, with the expense of the removal charged to and paid by the offending person in addition to any other penalty imposed pursuant to this bylaw.
- 9) The Owner of a Parcel is responsible for maintaining clear and unobstructed access to the Curb Stop at all times. The Municipality may:
- a) allow the Owner to within 60 calendar days of receiving notice, to replace or relocate their Service Connection and connect it to a new Curb Stop in accordance with this bylaw, at the Owner's expense;
or
 - ~~a)~~ b) itself remove any obstruction and reinstate the Curb Stop; or
 - ~~b)~~ c) declare the Curb Stop lost and itself install a new Curb Stop and connect it to the Service Connection;
- and in either case b) or c), the costs and expense shall be charged to the Owner of the Parcel in addition to any other penalty imposed by this bylaw.
- 10) An existing Service Connection may only be used to serve new Premises on the Property if the Owner provides proof to the Municipality that the existing Service Connection meets the requirements of this bylaw and does not show any signs of degradation or evidence of Leaks.
- 11) New Service Connections must comply with the following requirements:
- a) Using copper, brass, 304 or 316 stainless steel, HDPE or PEX piping and fittings, or other material and types as approved by the Municipality. Polybutylene, PVC, LDPE, iron, steel (except 304 or 316 stainless steel) and rubber of any kind are prohibited;
 - b) if non-metallic piping is used, trace wire must be wrapped around the piping or laid within 100 mm of it for the entire length of its run, with one end of such wire accessible for tracing equipment use;
 - c) piping must be at least 19 mm diameter for a non-sprinklered residential Premise, at least 38 mm diameter for a sprinklered residential Premise, and of such size as determined by the Municipality for all other Premise types;
 - d) a readily accessible shut-off valve must be installed where the Service Connection first enters a Premise, prior to any connection to any outside Water use, such that the shut-off valve controls all use of Water from the Curb Stop;
 - e) piping must run at least 0.9 m beneath ditches, culverts and driveways and 0.6 m below the surface otherwise, properly protected and backfilled so as to avoid damage from freezing, traffic, ground movement, growing vegetation, or any other reasonably expected natural or human cause;

- f) a new Service Connection must be inspected and approved by the Municipality prior to the placing of backfill or other material over it.
- 12) Private fire standpipes on the parcel must be maintained in accordance with the British Columbia Fire Code.
- 13) An Owner must not cause or allow any circumstance which does or might allow cross connection of the Water System to any liquid or gas non-Water source. If the Municipality reasonably believes that a cross connection exists, it may enter the Property or the Premise for inspection at any time and if deemed necessary, and immediately shut off Water Service until the cross connection is removed by the Owner. If the Owner fails to remove the cross connection the Municipality may without Notice do so, with costs and expenses charged to the Owner of the Parcel in addition to any other penalty imposed by this bylaw.

PART 4 – WATER USE

- 14) Municipal use of Water is exempt the requirements of this Part.
- 15) In addition to the requirements of this bylaw, an Owner must use Water subject to Outdoor Water Use Bylaw No. 484, 2015.
- 16) An Owner must not:
 - a) undertake, facilitate, permit or allow Water Waste or Leakage from the Service Connection or from defective or improper taps, pipes, hoses, fixtures, appliances, or any other device using or carrying Water on the Property or within the Premises, whether indoors or outdoors or above or below ground. If the Owner requests the Municipality to investigate a Leak on the Property before the Municipality independently finds it, any penalty for a breach of this section shall be waived;
 - b) undertake, facilitate, permit or allow Water use for:
 - i) power or energy generation;
 - ii) once-through cooling, heating or lubrication of tools, appliances, machines and devices;
 - iii) once-through use in indoor and outdoor water features, including but not limited to aquariums, ponds, fountains, and streams;
 - iv) once-through flow for aquaculture and hydroponic purposes; and
 - v) a use or benefit other than the Owner's own, including but not limited to selling Water.
- 17) If the Municipality determines that Water Waste has occurred on a Property or that the Owner has otherwise breached any provision of this bylaw, and if after receipt of Notice of such Water Waste or breach the Owner does not immediately and permanently discontinue the Water Waste or breach, the Municipality may disconnect that Property from the Water System in accordance with the provisions of Part 6 of this bylaw. Costs and expenses shall be charged to the Owner of the Parcel in addition to any other penalty imposed by this bylaw.

Use of Hydrants

- 18) No person other than Municipal staff may connect to a Hydrant without obtaining a permit from the Municipality.

- 19) A permit may be issued for a connection to a Hydrant if the Municipality determines that such connection is reasonably necessary for:
- a) for construction purposes; or
 - b) for fire protection.
- 20) Any person who obtains a permit to connect to a Hydrant must:
- a) pay the prescribed Fee and damage deposit for such a permit;
 - b) only use equipment and fittings authorized under the permit;
 - c) keep an accurate record of:
 - i) every date on which water is taken from the Hydrant;
 - ii) the identification number of every Hydrant used;
 - iii) the quantity of water drawn from the Hydrant;
 - iv) the purpose for which the water was used; and,forward a copy of the record referenced in this section to the Municipality monthly or within 30 days of the expiry of the permit.
- 21) The Municipality may require a person granted a permit under this Part to install a meter and/or backflow prevention device on any tanker or device receiving water from a Hydrant.
- 22) The Municipality may, without liability for any resulting injury, loss, or damage, temporarily or permanently open or close a Hydrant without Notice or revoke a permit issued for use of a Hydrant.
- 23) The Municipality may charge the permit holder:
- a) a charge for the Water used based on the rates set out in the permit;
 - b) an administration fee up to 15 percent of the combined value of the permit and the Water used; and
 - c) any costs incurred by the Municipality to repair any damage to the Hydrant or Water System or other Municipal property caused by the permittee's use of the Hydrant;
- and the Municipality may deduct such charges from the deposit.
- 24) A permit to use a Hydrant expires on the date set out in the permit or December 31 of the year it was issued, whichever is earlier.

PART 5 – CHARGES AND BILLING

- 25) Owners of all Properties shall pay the Municipality for Water use at rates set out in Schedule A hereto, regardless of whether or not Water was used at the Property.
- 26) Billing of Water charges at the Municipality's convenience shall be delivered by regular mail to Owner's most recent postal address of record. Failure to receive a bill does not excuse payment of Water charges.
- 27) If an Owner fails to pay charges, Fees, fines, penalties or costs imposed pursuant to the provisions of

this bylaw by the last business day of the year assessed, the outstanding amount shall be deemed to be taxes in arrears on the parcel and will be dealt with in the same manner as Municipal taxes.

- 28) A 2 percent prompt payment discount for payment of the Water charges shall apply to any payment within 30 calendar days of the date of any bill.

PART 6 – DISCONNECTION

29) The Municipality may disconnect and discontinue Water Service to a Property by serving Notice of Disconnection to the Owner in person, by affixing the notice to the apparent front door of the main Premise on the Property, or by email if the Owner has provided the Municipality with an email address for:

- a) failing to comply with the requirements of this bylaw; or
- b) failure to pay any charges, Fees, fines, penalties, or costs as required by this bylaw.

30) An Owner may, within 7 days of receiving Notice of Disconnection, request that Council reconsider the Notice of Disconnection at its next regular meeting. No disconnection shall be implemented until the 7 days have expired and no request for reconsideration has been received by the Municipality, or, in the event a request to reconsider is received by the Municipality, until Council has made its determination.

31) An Owner who wants to disconnect their own Property from the Water System must:

- a) notify the Municipality in writing at least 7 days in advance, and
- b) pay the prescribed disconnection Fee.

PART 7 – POWER AND AUTHORITY OF MUNICIPALITY

32) The Municipality may, after providing reasonable Notice on the circumstances to the Owner, enter into any Property to:

- a) inspect and determine whether the provisions of this bylaw are being met;
- b) inspect the Property for a reported or suspected Leak or unauthorized Service Connection;
- c) fulfil a requirement of this bylaw; or
- d) turn off Water Service or disconnect a Service Connection as permitted under this bylaw, with costs related to such actions at the expense of the Owner.

33) The Municipality may, without Notice, disconnect the Service Connection to any Property for any of the following reasons, and the Municipality shall not be liable for damages by reason of discontinuing Water Service for such reasons:

- a) a lack or shortage of Water supply in or from the Water System;
- b) an emergency situation that threatens public health and safety, public infrastructure, private property, or the natural environment;
- c) the potential existence of a health and safety hazard in the Water supply; and
- d) for maintaining or repairing the Water System.

PART 8— OFFENCE, PENALTIES, REMEDIES

- 34) This bylaw may be enforced by:
- a) prosecution under the Offence Act;
 - b) a bylaw notice under the Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60, as amended;
 - c) a bylaw notice under the Village of Lions Bay Bylaw Notice Enforcement Bylaw, No. 385, 2006, as amended;
 - d) a civil action as authorized by statute; or
 - e) any other means available to the Municipality.
- 35) Every person who violates any of the provisions of this bylaw; or suffers or permits any act or thing to be done in contravention of any of the provisions of this bylaw; or who refuses, omits, or neglects to fulfill, observe, carry out, or perform any duty or obligation imposed by this bylaw; shall be deemed to be guilty of an offense and liable on summary conviction to penalty of not less than \$200.00 but not exceeding \$20,000.00, unless otherwise provided for by Bylaw Notice Enforcement Bylaw No. 385 as amended.
- 36) Penalties may be issued for each calendar day or part thereof on which the offence occurs or continues as separate offence under this bylaw.
- 37) If any person fails to carry out work required under any provision of this bylaw, the Municipality may enter the affected Property to undertake the required work and may bill the Owner for costs and expenses incurred by the Municipality in carrying out the work. Payment shall be due immediately and if unpaid after the last business day of the year billed, shall be deemed to be taxes in arrears on the parcel and will be dealt with in the same manner as Municipal taxes.
- 38) Any person who contravenes any provision of this bylaw is liable to the Municipality for and must indemnify the Municipality from all costs, expenses, damages and injuries resulting from the contravention. Such liability does not limit any other provision or remedy the Municipality may have under this bylaw or otherwise at law.

PART 9 – REPEALED LEGISLATION

- 39) Water Use and Regulations Bylaw No. 2, 1971 and its amending bylaws are repealed.

Read a first time on 19 November 2024

Read a second time on 17 December 2024

Read a third time on __

Adopted on __

Mayor

Corporate Officer

Certified a true copy of Water Bylaw No. 633, 2025 as adopted.

Corporate Officer

Third Reading

Schedule A to Bylaw No. 633, 2025 as amended.

PROPERTY CATEGORY	ANNUAL FLAT RATE, SUBJECT TO PROMPT PAYMENT DISCOUNT PER SECTION 28
Business 1: marina	\$__
Business 2: licensed daycare	\$__
Business 3: store, workshop, laboratory (whether or not under common ownership or management with other Property categories herein)	\$__
Business 4: café, restaurant (whether or not under common ownership or management with other Property categories herein)	\$__
Multi-family dwelling, per unit, not including premises with secondary suites	\$__
Public school	\$__
Single-family dwelling, with or without secondary suite	\$__

Third Reading

STAFF REPORT

DATE: December 9, 2024 **FILE:** I:\electronic filing\i. legislative & regulatory services\3900 bylaws\30 drafts in process\bylaw 633 of 2025 - water\comparison report.docx

TO: Karl Buhr, Public Works Manager

FROM: Taj Bindra, Bylaw Enforcement Officer

RE: **Neighbouring Communities: Water-Use Bylaws Fines & Fees**

RECOMMENDATION: that Council receive this report for information.

BACKGROUND: as requested by Council, collateral for deliberation of the fines associated with new Water Bylaw No. 63, is presented in this report, which lists fines associated with water uses in neighbouring communities. Many of the conservation-focused provisions of Water Bylaw 633 are not yet contemplated in other jurisdictions. In general, 633's fines reflect staff's estimate of the internal cost to remediate, or the perceived severity of the harm of, various actions the bylaw deems penalizable, namely:

- 8 Bury, cover or obstruct access to any fixture connected to Water System \$200 (plus removal)
- 10 Use non-compliant materials, sizes or installations, or non-inspection \$500
- 13 Cause or allow a cross-connection \$2000
- 16.a Allow Water Waste or Leakage \$200
- 16.b.i Use Water for power generation \$2000
- 16.b.ii Use Water for once-through cooling, heating or lubrication \$2000
- 16.b.iii, iv Use Water for once-through flow \$1000
- 16.b.v Use of Water other than Owner's own \$200
- 20.b Use unauthorized equipment or fittings with a Hydrant \$200.

ANALYSIS:

1. DISTRICT OF NORTH VANCOUVER

WATERWORKS REGULATION BYLAW NO. 2279

Section 48 Ticketing

Leaking pipe: \$200

Inaccurate water meter: \$200

Fault or use of water system that causes waste of water: \$200

Remove water meter: \$200

Fail to provide passage to water meter: \$200

Interfere with hydrant or other works: \$500

Use fire hydrant: \$500

Connect to main: \$500

Fail to maintain service pipes or fixtures: \$100

Waste water: \$100

Sell water: \$100

Install works contrary to bylaw: \$200

SCHEDULE B to Bylaw 2279 WATER USER CHARGES

- D. WATER SHUT ON/OFF Single family residences 165
- E. WATER VALVE LOCATE Single family residences \$ 165

2. DISTRICT OF WEST VANCOUVER

WATERWORKS REGULATION BYLAW NO. 5260

Schedule C- Service Charges

- 1 Water Turn On or Water Turn Off (free if at time of Water Service installation) \$150
- 2 After hours call-out charge \$450
- 3 Special Meter Reading Fee \$150
- 4 Detailed Meter Reading Fee – Urgent \$400
- 5 Detailed Meter Reading Fee – Normal \$200
- 6 Service Call Fee \$75/hour
- 7 Water Leaks Administration Fee 10% of original water charge up to \$200
- 8 Termination or Disconnection Actual Costs
- 9 Installation of Meter on new, replacement or modified Water Service Actual Costs 10
- Locate Water Service curb stop \$300 minimum – any locates beyond 4 hours will be charged an additional \$150/hour

Bylaw Notice Enforcement Bylaw No. 4368, 2004, Amendment Bylaw No. 5274, 2023

Description	Penalty	Early Payment	Late Payment
Failure to Provide Entry	\$300	\$280	\$320
Improper Use of Hydrants	\$500	\$475	\$500
Meter Tampering	\$500	\$475	\$500
Inaccessible Curb Stop or Meter	\$500	\$475	\$500
Watering Other Premises	\$200	\$185	\$215
Using Water for Sprinkling Streets	\$200	\$185	\$215
Selling Water	\$500	\$475	\$500
Interference with Hydrants and other Appurtenances	\$500	\$475	\$500

3. DISTRICT OF SQUAMISH

OUTDOOR WATER-USE BYLAW NO. 2254

Schedule "G"

- Unauthorized cross connection - causing \$500
- Unauthorized cross connection - allowing to remain \$500
- Failure to install Approved Backflow Prevention Assembly \$500
- Install inadequate backflow prevention system \$500
- Failure to provide Backflow Assembly Test Report \$500
- Failure to inspect or test annually \$500
- Failure to comply with notice to test \$500
- Failure to notify District of malfunctioning system \$500
- Continued use of malfunctioning system \$500



- Unauthorized connection to fire hydrant \$500
- Unauthorized connection to stand pipe \$500
- Unauthorized connection to temporary water connection of District \$500
- Auxiliary water supply system \$500
- Unauthorized use of agricultural irrigation system \$500
- Failure to test irrigation system \$500

Respectfully submitted,

Taj Bindra
Bylaw Enforcement Officer

Report Approved By,

/Karl H Buhr/
Karl Buhr
Public Works Manager

**Bylaw-Notice Enforcement Bylaw No. 385, 2006,
Amendment Bylaw No. 640, 2025**

A bylaw to amend Bylaw-Notice Enforcement Bylaw No. 385, 2006

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited for all purposes as "Bylaw-Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 640, 2025."
2. Bylaw-Notice Enforcement Bylaw No. 385, 2006, as amended, is hereby amended as follows:
 - a) Remove table of contents
 - b) In Section 9.2.4 change "Chief Financial Officer" to "Financial Officer"
 - c) Make minor punctuation and typo fixes
 - d) Add a hyphen between Bylaw and Notice in the name of the bylaw for clarity
 - e) Replace existing Schedule A with the following Schedule A, which:
 - a. Changes the fee in Section 8.3 from \$25 to \$125
 - b. Harmonises fees in Sections 3.5.6, 3.9.1.1 (a) and (b) and 3.9.2 (a) and (b) with the fees set out in in Trees, Views and Landscapes Bylaw No. 393 2007 as amended
 - c. Adds provisions for Water Bylaw No. 640 2025.

Schedule A - Designated Bylaw Contraventions and Penalties

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
BUILDING REGULATION BYLAW, NO. 234, 1994						
234	5 (a)	Construct without a building permit	\$300	\$280	\$320	YES
234	5 (c)	Tamper with posted notice	\$500	\$475	\$500	NO
234	5 (d)	Work contrary to approved plans	\$300	\$280	\$320	YES
234	5 (e)	Obstruct Village officer or employee	\$500	\$475	\$500	NO
234	5 (f)	Fail to stop work	\$500	\$475	\$500	YES
234	5 (h)	Submit false information	\$500	\$475	\$500	YES
234	6 (b)	Unauthorized use of Village property	\$100	\$90	\$110	YES

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
234	10.1	Secondary Suite contrary to bylaw requirements	475	450	500	YES
234	12	Fail to post building permit	\$300	\$280	\$320	NO
234	16 (a)	Occupy without approval	\$300	\$280	\$320	YES
NOISE CONTROL BYLAW NO. 283, 1998						
283	2	Sound which disturbs	\$110	\$100	\$120	NO
283	3	Decibel level	\$110	\$100	\$120	NO
283	4 (a)	Continuous sound	\$110	\$100	\$120	NO
283	4 (b)	Construction sound	\$220	\$200	\$240	YES
283	5 (a)	Improper use of vehicle horn	\$110	\$100	\$120	NO
283	5 (b)	Car alarm noise	\$110	\$100	\$120	NO
TREES, VIEWS AND LANDSCAPES BYLAW NO. 393, 2007, as amended						
393	3.2	Obstruct Village Official	\$300	\$250	\$350	NO
393	3.4.5	Cut tree after expiry of permit	\$400	\$350	\$450	NO
393	3.4.6	Tree cut by unqualified owner or contractor	\$475	\$450	\$500	NO
393	3.4.8	Tree cut without exemption during bird nesting period	\$475	\$450	\$500	NO
393	3.4.9	Failure to provide insurance certificate prior to commencement of work	\$475	\$450	\$500	YES
393	3.5	Tree damaging activities	\$475	\$450	\$500	YES
393	3.5.6	Sabotage a non-Significant tree	\$3000	\$3000	\$3000	NO
393	3.5.6	Sabotage a Significant tree	\$6000	\$6000	\$6000	NO
393	3.9.1.1 (a)	Wilfully damage or cut the first non-Significant Tree	\$1000	\$1000	\$1000	YES
393	3.9.1.1 (b)	Wilfully damage or cut each subsequent non-Significant Tree	\$3000	\$3000	\$3000	YES
393	3.9.1.2 (a)	Wilfully damage or cut the first Significant Tree	\$4000	\$4000	\$4000	YES
393	3.9.1.2 (b)	Wilfully damage or cut each subsequent Significant Tree	\$6000	\$6000	\$6000	YES
393	Schedules A and B	Failure to replant in accordance with approved plan and permit	\$400	\$350	\$450	YES
GOOD NEIGHBOR BYLAW NO. 412, 2009						
412	5.1.1	Create or cause a nuisance	\$200	\$185	\$215	YES
412	5.1.2	Permit a nuisance	\$200	\$185	\$215	YES
412	5.1.3	Allow unsightly parcel	\$200	\$185	\$215	YES
412	5.1.4 (a)	Allow an unsightly accumulation	\$200	\$185	\$215	YES

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
412	5.1.4 (b)	Permit or cause water to collect	\$200	\$185	\$215	YES
412	5.1.4 (c)	Store rubbish where visible	\$200	\$185	\$215	YES
412	5.1.4 (d)	Place graffiti	\$100	\$90	\$110	YES
412	5.1.4 (g)	Accumulate building materials	\$100	\$90	\$110	YES
412	5.1.4 (h)	Storage or accumulation of motor vehicle	\$100	\$90	\$110	YES
412	5.2.1	Fail to abate nuisance	\$100	\$90	\$110	YES
412	5.2.2 (a)	Fail to remove unsightly accumulation	\$100	\$90	\$110	YES
412	5.2.2 (b)	Fail to prevent or clear insect infestation	\$100	\$90	\$110	YES
412	5.2.2 (d)	Fail to clear parcel of brush, noxious weeds and grass	\$100	\$90	\$110	YES
412	5.2.2 (e)	Fail to shield or deflect outdoor light	\$100	\$90	\$110	YES
412	5.2.2 (f)	Fail to repair or remove fence	\$200	\$185	\$215	YES
412	7.3.2	Interfere with, resist or obstruct authorized person	\$500	\$475	\$500	NO
TRAFFIC AND PARKING BYLAW NO. 413, 2009						
413	8 (1)	Fail to obey traffic control device	\$100	\$90	\$110	NO
413	8 (2)	Interfere with traffic control device	\$300	\$200	\$400	NO
413	8 (3)	Plant interferes with traffic control device	\$45	\$35	\$55	YES
413	8 (4)	Illegal traffic control device	\$45	\$35	\$55	YES
413	10 (a)	Park in contravention of a traffic control device	\$195	\$100	\$240	YES
413	10 (b)	Fail to display insurance decal	\$135	\$65	\$165	YES
413	10 (c)	Park on or too near crosswalk	\$135	\$65	\$165	YES
413	10 (d)	Park near traffic control device	\$135	\$65	\$165	YES
413	10 (e)	Park on bridge	\$135	\$65	\$165	YES
413	10 (f)	Park near fire hydrant/equipment	\$240	\$120	\$270	YES
413	10 (g)	Park to obstruct or interfere with traffic/maintenance	\$240	\$120	\$270	YES
413	10 (h)	Park without permit for zone	\$195	\$100	\$240	YES
413	10 (i)	Park too near driveway	\$135	\$65	\$165	YES
413	10 (j)	Park more than 72 hours	\$165	\$80	\$210	YES
413	10 (k)	Park more than 24 hours in snow	\$135	\$65	\$165	YES
413	10 (l)	Park in intersection	\$135	\$65	\$165	YES
413	11 (1)	Park extraordinary vehicle overnight	\$100	\$90	\$110	YES

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
413	11 (2)	Unattached trailer	\$100	\$90	\$110	YES
413	12	Park near school	\$135	\$65	\$165	NO
413	16	Fail to comply with direction of enforcement officer	\$100	\$90	\$110	NO
413	17	Hinder, obstruct or delay enforcement officer	\$100	\$90	\$110	NO
413	19	Operate sound broadcasting vehicle	\$45	\$35	\$55	NO
413	20	Drive over fire hose	\$80	\$70	\$90	NO
413	21 (a)	Drop or spill on highway	\$45	\$35	\$55	NO
413	21 (b)	Noxious flow on highway	\$45	\$35	\$55	NO
413	21 (c)	Damage plants/grass on highway	\$100	\$90	\$110	NO
413	21 (d)	Damage or deface highway	\$100	\$90	\$110	NO
413	21 (e)	Dead animal on highway	\$45	\$35	\$55	NO
413	21 (f)	Camp on highway	\$45	\$35	\$55	NO
413	21 (g)	Make fire on highway	\$100	\$90	\$110	NO
413	21 (h)	Unsecure load	\$100	\$90	\$110	NO
413	21 (i)	Urinate/defecate on highway	\$100	\$90	\$110	NO
413	21 (j)	Overweight vehicle on highway	\$100	\$90	\$110	NO
413	21 (k)	Operate vehicle with lugged wheels	\$100	\$90	\$110	NO
413	21 (l)	Camp, loiter, imbibe alcohol in parking lot	\$100	\$90	\$110	No
413	24	Sell/display goods/services on highway	\$100	\$90	\$110	YES
413	25	Chattel/structure on highway	\$100	\$90	\$110	YES
413	26	Dumpster on highway	\$100	\$90	\$110	YES
413	27	Accumulations on highway	\$100	\$90	\$110	YES
413	28	Unfenced excavation near highway	\$100	\$90	\$110	YES
413	29	Construction obstructing highway	\$100	\$90	\$110	YES
413	31	Fail to disperse on highway when directed	\$100	\$90	\$110	NO
413	32	Skate/blade/scoot without helmet	\$45	\$35	\$55	NO
ANTI-IDLING BYLAW NO. 416, 2010						
416	3	Unlawful idling	\$100	\$90	\$110	YES
FIRE BYLAW NO. 428, 2011						
428	27	Unauthorized entry to area limited for Fire Rescue purposes	\$100	\$80	\$120	NO
428	28	Hinder Fire Rescue operations	\$450	\$425	\$475	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
428	29	Damage or destroy Fire Rescue apparatus or equipment	\$450	\$425	\$475	NO
428	30	Drive vehicle over Fire Rescue equipment without permission	\$100	\$80	\$120	NO
428	31	Falsely represent to be Fire Rescue member	\$100	\$80	\$120	NO
428	32	Obstruct/interfere with approach to Fire Rescue incident	\$200	\$180	\$220	NO
428	33	Interfere with fire hydrant	\$450	\$425	\$475	NO
428	34	Fail to maintain clearance around fire hydrant	\$50	\$40	\$60	YES
428	35	Fail to address fire hazard when ordered	\$450	\$425	\$475	YES
428	36	Construct fire pit or fire ring	\$100	\$80	\$120	YES
428	37	Burn wood outside a building	\$100	\$80	\$120	NO
428	38	Open burning	\$100	\$80	\$120	NO
428	39	Drop burning substance into or near combustible material	\$100	\$80	\$120	NO
428	40	Burn or use combustion device outside when banned	\$100	\$80	\$120	YES
428	41	Burn unauthorized material inside or outside a building	\$100	\$80	\$120	NO
428	42	Use water contrary to designated purpose, hours or methods	\$100	\$80	\$120	NO
428	44	Fail to install sprinklers in new residence	\$450	\$425	\$475	YES
428	45	Fail to install sprinklers during alteration to residence	\$450	\$425	\$475	YES
428	46	Fail to install fire extinguisher	\$100	\$80	\$120	YES
428	47	Fail to install smoke alarms	\$100	\$80	\$120	YES
428	48	Use fireworks when under age 18	\$50	\$40	\$60	NO
428	49	Use unauthorized Consumer Fireworks	\$100	\$80	\$120	NO
428	50	Use High Hazard Fireworks	\$200	\$180	\$220	NO
428	52	Fail to comply with order to address violations, requiring re-inspection	\$450	\$425	\$475	YES
PESTICIDES BYLAW NO. 430, 2011						
430	3	Use of pesticide for cosmetic purposes	\$250	\$225	\$275	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
430	4	Use of non-permitted pesticide	\$250	\$225	\$275	NO
PARKS REGULATIONS BYLAW NO. 448, 2012						
448	5.1	Damage park	\$500	\$475	\$500	YES
448	5.2	Molest animals or birds	\$100	\$90	\$100	NO
448	5.3	Contaminate water in park	\$500	\$465	\$500	NO
448	5.4	Release water in park	\$500	\$465	\$500	NO
448	5.5	Improper climbing on structure	\$100	\$90	\$110	NO
448	5.6	Litter in park	\$100	\$90	\$110	NO
448	5.7	Unlawful waste in park receptacle	\$100	\$90	\$110	NO
448	6.1	Fireworks in park	\$250	\$230	\$270	NO
448	6.2	Make fire in park	\$100	\$90	\$110	NO
448	6.3	Improper barbecue in park	\$100	\$90	\$110	NO
448	6.5	Place burning substance in park	\$250	\$230	\$270	NO
448	6.6	Enter park at fire risk	\$250	\$230	\$270	NO
448	7.1	Sell/display goods/services in park	\$100	\$90	\$110	YES
448	7.2	Advertise in park	\$100	\$90	\$110	YES
448	7.3	Amplified noise in park	\$100	\$90	\$110	NO
448	8.1	Organized activity in park with no contract	\$100	\$90	\$110	NO
448	9.1	Operate motorized watercraft near beach	\$250	\$230	\$270	NO
448	9.2	Motorized vehicle or device in park	\$250	\$230	\$270	NO
448	9.3	Unauthorized entry to closed park	\$250	\$200	\$300	NO
448	10.1	In park outside open hours	\$250	\$200	\$300	NO
448	10.3	Enter or remain in closed or restricted park	\$450	\$400	\$500	NO
448	11.1	Create a nuisance in park	\$250	\$200	\$300	NO
448	11.2	Obstruct use and enjoyment of park	\$250	\$200	\$300	NO
448	11.3	Fail to comply with direction of enforcement officer	\$250	\$200	\$300	NO
448	11.4	Obstruct or delay enforcement officer	\$250	\$200	\$300	NO
448	11.5	Urinate/defecate in park	\$250	\$200	\$300	NO
448	12.1	Store watercraft on beach	\$100	\$90	\$100	YES
448	12.2	Camp in park	\$250	\$200	\$300	NO
448	12.3	Prohibited sport in park	\$100	\$90	\$110	NO
WASTE COLLECTION BYLAW NO. 455, 2013						
455	5	Excess garbage	\$60	\$50	\$70	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
455	6	Fail to securely house wildlife attractants	\$300	\$280	\$320	YES
455	7a	Waste receptacle placement requirements	\$60	\$50	\$70	NO
455	7b	Solid Waste out before 5 am	80	70	90	NO
455	7c	Waste receptacle removal requirements	60	50	70	NO
455	8	Recycling requirements	\$60	\$50	\$70	YES
455	9	Green Waste requirements	\$60	\$50	\$70	YES
455	10	No liquids	\$60	\$50	\$70	NO
455	11	Prohibited Waste	\$150	\$120	\$180	YES
455	12	Placing for collection inappropriate substance	\$60	\$50	\$70	NO
455	20	Storage not wildlife resistant, single family residential	\$150	\$120	\$180	YES
455	21	Storage not wildlife resistant, multi-family and commercial	\$150	\$120	\$180	YES
455	23a	Fail to keep wildlife resistant container closed and secure	\$80	\$70	\$90	NO
455	23b	Fail to repair wildlife resistant container	\$60	\$50	\$70	NO
455	24	Feeding or attracting dangerous wildlife	\$300	\$280	\$320	YES
455	25	Bird feeders accessible to dangerous wildlife	\$150	\$120	\$180	YES
455	26	Beehives unprotected from dangerous wildlife	\$150	\$120	\$180	YES
455	27	Outdoor fridge or freezer accessible to dangerous wildlife	\$150	\$120	\$180	YES
455	28	Prohibited materials in compost	\$150	\$120	\$180	YES
ANIMAL CONTROL & LICENSING BYLAW NO. 461, 2014						
461	5.1	No dog license	\$85	\$75	\$95	YES
461	5.5	No dog tag	\$40	\$30	\$50	YES
461	6.3	Fail to remove dog waste	\$60	\$50	\$70	NO
461	6.6.1	Dog at large	\$85	\$75	\$95	NO
461	6.6.5	Allow dog barking	\$85	\$75	\$95	NO
461	6.6.6	Keep more than three dogs	\$110	\$100	\$120	YES
461	6.7.1	Dog in prohibited area	\$60	\$50	\$70	NO
461	7.1(a)	Fail to provide food or water	\$60	\$50	\$70	NO
461	7.1(c)	Fail to exercise dog	\$60	\$50	\$70	NO
461	7.1(e)	Fail to provide medical care for dog	\$60	\$50	\$70	NO
461	7.2	Fail to provide proper shelter for dog	\$60	\$50	\$70	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
461	7.4	Choke collar/neck cord used to tether	\$60	\$50	\$70	NO
OUTDOOR WATER USE BYLAW NO. 484, 2015						
484	4.1 a)	Use Municipal Water not in accordance with bylaw	\$100	\$75	\$125	YES
484	4.1 b)	Waste Municipal Water	\$200	\$150	\$250	NO
484	6.1	Fail to follow Water Conservation Level 1	\$100	\$75	\$125	NO
484	6.1	Fail to follow Water Conservation Level 2	\$150	\$125	\$175	NO
484	6.1	Fail to follow Water Conservation Level 3	\$200	\$175	\$225	NO
ZONING AND DEVELOPMENT BYLAW NO. 520, 2017						
520	3.2	Non-compliance with bylaw	\$300	\$250	\$350	NO
520	4.3	Use prohibited in all zones	\$475	\$450	\$500	NO
520	4.3.7	Short-term rental without a Temporary Use Permit	\$475	\$450	\$500	NO
520	4.5	Accessory building, structure or use not permitted	\$400	\$350	\$450	NO
520	4.10	Fence or retaining wall contrary to bylaw	\$300	\$250	\$350	NO
520	4.11	Visibility obstruction contrary to bylaw	\$250	\$200	\$300	NO
520	4.12	Home-based business contrary to conditions	\$300	\$250	\$350	YES
520	4.13-4.14	Off-street parking requirements not met	\$350	\$300	\$400	YES
520	4.15	Parking and storage of commercial or industrial vehicles, equipment, or materials contrary to bylaw	\$475	\$450	\$500	NO
520	4.16	Temporary structure without valid permit	\$250	\$200	\$300	NO
520	4.17	Metal shipping container contrary to permitted uses	\$250	\$200	\$300	NO
520	4.18	Solar energy device not installed per requirements of bylaw	\$150	\$100	\$200	NO
520	4.19	Building or structure contrary to flood protection provisions	\$450	\$400	\$500	YES
520	7.1-7.11	Use, siting, setback, height, size or density not permitted in RS-1 Zone	\$450	\$400	\$500	YES
520	8.1-8.6	Use, siting, setback, height, size or density not permitted in RM-1 Zone	\$450	\$400	\$500	YES

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
520	9.1-9.5	Use, siting, setback, height, size or density not permitted in C-1 Zone	\$450	\$400	\$500	YES
520	10.1-10.5	Use, siting, setback, height, size or density not permitted in C-2 Zone	\$450	\$400	\$500	YES
520	11.1-11.2	Use, siting, setback, height, size or density not permitted in C-3 Zone	\$450	\$400	\$500	YES
520	12.1-12.2	Use, siting, setback, height, size or density not permitted in W-1 Zone	\$450	\$400	\$500	YES
520	13.1-13.2	Use, siting, setback, height, size or density not permitted in W-2 Zone	\$450	\$400	\$500	YES
520	14.1-14.5	Use, siting, setback, height, size or density not permitted in CU-1 Zone	\$450	\$400	\$500	YES
520	15.1-15.2	Use, siting, setback, height, size or density not permitted in RU-1 Zone	\$450	\$400	\$500	YES
520	16.1-16.2	Use, siting, setback, height, size or density not permitted in RS-1 Zone	\$450	\$400	\$500	YES
WATER BYLAW NO. 633, 2025						
633	8	Bury, cover or obstruct access to any fixture connected to Water System	\$200	-5%	+25%	
633	10	Use non-compliant materials, sizes or installations, or non-inspection	\$500	-5%	+25%	NO
633	13	Cause or allow a cross-connection	\$2000	-5%	+25%	NO
633	16a	Allow Water Waste or Leakage	\$200	-5%	+25%	NO
633	16.b.i	Use Water for power generation	\$2000	-5%	+25%	NO
633	16.b.ii	Use Water for once-through cooling, heating or lubrication	\$2000	-5%	+25%	NO
633	16.b.iii, iv	Use Water for once-through flow	\$1000	-5%	+25%	NO
633	16.b.v	Use of Water other than Owner's own	\$200	-5%	+25%	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 compliance agreement available (up to 50% reduction in penalty if "YES")
633	20.b	Use unauthorized equipment or fittings with a Hydrant	\$200	-5%	+25%	NO

READ A FIRST TIME: 10 Dec. 2024
READ A SECOND TIME: 10 Dec. 2024
READ A THIRD TIME: _____
ADOPTED: _____

Mayor

Corporate Officer

Certified a true copy of Bylaw-Notice Enforcement No. 385 2006, Amendment Bylaw No. 640, 2025, as adopted.

Corporate Officer

Correspondence Listing

General Correspondence:		
Date Rec'd	FROM	TOPIC
12-10-2024	Government of BC	Nominations for Order of British Columbia and Medal of Good Citizenship
12-13-2024	Metro Vancouver	Walkability Index Update
12-13-2024	Metro Vancouver	Metro 2050 Type 3 Proposed Amendment – City of Surrey (15238 - 64 Avenue)
12-17-2024	Sonia Velji, BC Epilepsy Society	Request for Proclamation
01-01-2025	City of Surrey	Monthly SIT Report
01-07-2025	Independent Contractors and Businesses Association	Local government construction costs and procurement practices
01-13-2025	Metro Vancouver	Economic Impact of Industrial Lands in Metro Vancouver Study
01-15-2025	Communications Officer CBC British Columbia	CBC News Expanding Local Service
Resident Correspondence:		
Date Rec'd	FROM	TOPIC
12-10-2024	Charlie Bradbury	Request for <i>no</i> change to Bylaw 455
01-15-2025	Penny Nelson	Beach Park Consultation

From: [BC Honours and Awards HAS:EX](#)
To: [BC Honours and Awards HAS:EX](#)
Subject: Nominate a deserving individual for the province's top honours!
Date: December 10, 2024 11:17:41 AM
Attachments: [image001.png](#)
[image003.png](#)



Don't miss your chance to recognize a deserving person in your community!

The call for nominations for the British Columbia's two top honours – the Order of British Columbia and Medal of Good Citizenship is now open! The Order of B.C. recognizes individuals who have demonstrated outstanding achievement, excellence or distinction in a field of endeavour benefiting the people of the province or elsewhere. We encourage you to recognize someone for their accomplishments provincially, nationally or internationally by nominating them today.

The Medal of Good Citizenship recognizes individuals who have contributed significantly to their local communities without seeking remuneration. This prestigious honour recognizes acts of selflessness, generosity and contributions to the betterment of someone's local community. Youth aged 15 to 25 and posthumous nominations are welcome.

Please consider nominating someone for these honours and forward this information to others in your organization and/or community. You can also download a promotional poster by clicking [here](#).

The nomination deadline for both honours is **Friday, April 4, 2025**. Submissions received after this date will be considered in 2026. Please click on the icons below to submit your nomination(s).

Thank you in advance for your time and support in nominating exceptional citizens for a provincial honour!

B.C. Honours and Awards Secretariat
bchonoursandawards@gov.bc.ca
250.387.1616



December 13, 2024

File: CR-12-01
Ref: RD 2024 Nov 01

Mayor Ken Berry and Council
Village of Lions Bay
400 Centre Road PO Box 141
Lions Bay, BC V0N 2E0
VIA EMAIL: council@lionsbay.ca

Dear Mayor Ken Berry and Council:

Walkability Index Update

At its November 1, 2024 regular meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD) passed the following resolution:

That the MVRD Board:

- a) receive for information the report dated September 9, 2024, titled “Walkability Index Update”; and*
- b) share the findings and report with member jurisdictions with an offer of a staff presentation to Council upon request.*

Monitoring walkability across Metro Vancouver enables the evaluation of progress towards the goals and policies of *Metro 2050*, specifically Goal 1, Strategy 1.3 – Resilient, Healthy and Complete Communities. The attached staff report presents the latest update to the *Neighbourhood Built Environment and Walkability Surface* analysis, which includes the updated *Walkability Index*, using 2021 data. This analysis supports Metro Vancouver and its members to better understand how the built environment and walkability currently varies across municipalities and neighbourhoods, as well as how it is changing over time.

The *Walkability Index* supports land use and transportation decision-making. Greater walkability is associated with improved traffic flow, reduced air pollution and greenhouse gas emissions, improved physical and mental health outcomes, and greater community wellbeing.

The 2021 *Walkability Index* indicates that most walkable areas in the region are aligned with Metro Vancouver’s Urban Centres and Frequent Transit Development Areas (FTDAs), as set out in *Metro 2050*. Additionally, walkability improved across the majority of Metro Vancouver from 2016 to

71930084

2021, with more pronounced improvements in Urban Centres and FTDA's. Greater walkability in 2021 is attributed mostly to increased net residential density and/or land use mix in the cities of Vancouver, Burnaby, New Westminster, the North Shore, western parts of the City of Coquitlam, and northwestern parts of the City of Surrey. In other areas, greater walkability is associated with increased intersection and/or net residential density.

We are pleased to provide you with the staff report dated September 9, 2024, titled "Walkability Index Update" for your information. We look forward to continuing to collaborate with you on walkability efforts across the region.

If your Council would like to receive a presentation from Metro Vancouver staff about the "Walkability Index Update" report, please contact Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development, by phone at 604-432-6391 or by email at jonathan.cote@metrovancover.org.

Yours sincerely,



Mike Hurley
Chair, Metro Vancouver Board

MH/JC/ac

cc: Ross Blackwell, Chief Administrative Officer, Village of Lions Bay
Kristal Kenna, Deputy Corporate Officer, Village of Lions Bay
Jerry W. Dobrovlny, Commissioner/Chief Administrative Officer, Metro Vancouver
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver

Encl: [Metro Vancouver Board report dated September 9, 2024, titled "Walkability Index Update" \(pg. 41\)](#)

71930084

December 13, 2024

File: CR-12-01
Ref: RD 2024 Nov 1

Mayor Ken Berry and Council
Village of Lions Bay
400 Centre Road PO Box 141
Lions Bay, BC V0N 2E0
VIA EMAIL: council@lionsbay.ca

Dear Mayor Ken Berry and Council:

Metro 2050 Type 3 Proposed Amendment – City of Surrey (15238 - 64 Avenue)

You are invited to provide written comments on a proposed amendment to *Metro 2050*, the regional growth strategy. *Metro 2050* is the regional federation's plan for managing growth coming to Metro Vancouver in a way that: protects important lands like agriculture, ecologically important and industrial lands; contains growth within an urban containment boundary and directs it to transit oriented locations; and supports the efficient provision of utilities and transit. *Metro 2050* contains six regional and parcel based land use designations that support those objectives. By signing on to *Metro 2050*, if a member jurisdiction aspires to change the land use designation for a site then, as a part of the process, they have agreed to have the Metro Vancouver Board consider the regional implications of the proposed amendment. *Metro 2050* outlines the process for proposed amendments.

The City of Surrey is requesting an amendment to *Metro 2050* for a 0.67 hectare site comprising one property located at the southeast corner of 152 Street and 64 Avenue in the Newton area. The proposed amendment would redesignate the regional land use of the property from Agricultural to Industrial to accommodate a multi-tenant industrial building with a restaurant and a volleyball facility. The proposed amendment would extend the Urban Containment Boundary to include the subject property. The site is not in the Agricultural Land Reserve.

71929395

At its November 1, 2024 regular meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD) passed the following resolution:

That the MVRD Board:

- a) initiate the Metro 2050 amendment process for the City of Surrey's requested amendment to include the property located at 15238 - 64 Avenue within the Urban Containment Boundary and amend its regional land use designation from Agricultural to Industrial;*
- b) give first, second, and third readings to Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1396, 2024; and*
- c) direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.*

The proposed amendment is a Type 3 amendment to *Metro 2050*, which requires that an amendment bylaw be passed by the MVRD Board by an affirmative 50%+1 weighted vote. For more information on regional growth strategy amendment procedures, please refer to Sections 6.3 and 6.4 in *Metro 2050*. Enclosed is a Metro Vancouver staff report dated September 16, 2024, titled "Metro 2050 Type 3 Proposed Amendment – City of Surrey (15238 - 64 Avenue)" providing background information and an assessment of the proposed amendment regarding its consistency with *Metro 2050*.

If you have any questions or wish to comment with respect to the proposed amendment, please contact Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development, by phone at 604-432-6391 or by email at jonathan.cote@metrovancover.org by **February 10, 2025**.

Yours sincerely,



Mike Hurley
Chair, Metro Vancouver Board

MH/JC/vc

cc: Ross Blackwell, Chief Administrative Officer, Village of Lions Bay
Kristal Kenna, Deputy Corporate Officer, Village of Lions Bay
Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer, Metro Vancouver
Heather McNeill, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver

Encl: [Metro Vancouver Board report dated September 16, 2024, titled "Metro 2050 Type 3 Proposed Amendment – City of Surrey \(15238 - 64 Avenue\)" \(pg. 140\)](#)

71929395

From: [Sonia Velji](#)
To: [Lions Bay Reception](#)
Subject: Request for Proclamation from the Village of Lion's Bay
Date: December 17, 2024 1:43:06 PM
Attachments: [2025 Proclamation Draft.docx](#)

To Whom It May Concern,

As you may already be aware, epilepsy is one of the most common neurological conditions, however, it currently has the least recognition in society.

My name is Deirdre Syms, and I am the Executive Director of the BC Epilepsy Society, which is a provincially incorporated non-profit organization and a federally registered charitable organization. We support people living with epilepsy in BC and their families, friends and loved ones and work to raise awareness of epilepsy in the communities in which we live.

We are excited to let you know that International PURPLE DAY® for Epilepsy Awareness is coming up and will be taking place on March 26th, 2025. International PURPLE DAY® for Epilepsy Awareness is a time when people in countries around the world take part in events and activities to raise much-needed awareness of epilepsy.

We would like to request a Proclamation from the Village of Lion's Bay designating March 26th, 2025 as International PURPLE DAY® for Epilepsy Awareness in the Village of Lion's Bay. Included with this email correspondence is a document outlining our draft Proclamation.

Through your participation in International PURPLE DAY® for Epilepsy Awareness on March 26th, 2025, you will not only be able to show people living with epilepsy that they are not alone but will also get people talking about epilepsy in an effort to raise awareness of epilepsy across the Province of British Columbia.

We look forward to working with you on International PURPLE DAY® for Epilepsy Awareness on March 26th, 2025 and in the future. Please feel free to contact me via email at deirdre@bcepilepsy.com or via telephone at 1-788-533-0790 should you have any questions or require any additional information.

Sincerely,
Deirdre Syms
Executive Director
BC Epilepsy Society

--

Kind regards,
Sonia Velji, BA, MPH
Provincial Manager of Programs and Services
BC Epilepsy Society

Mailing Address: PO Box 30521, Burnaby RPO Madison, BC V5C 6J5
Office Phone: 604-875-6704
Cell Phone: 236-334-7087

Email: sonia@bcepilepsy.com
Website: www.bcepilepsy.com

Social Media:

Instagram: [BCEpilepsySociety](#)

Facebook: [BC Epilepsy Society](#)

Twitter: [BCEpilepsy](#)

The BC Epilepsy Society empowers, educates, and supports British Columbians living with epilepsy.

2025 Proclamation Draft

“Purple Day”

WHEREAS Purple Day is celebrated on March 26th annually, during Epilepsy Awareness Month, to increase the knowledge and understanding of epilepsy in the community;

AND WHEREAS Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people living with epilepsy that they were not alone;

AND WHEREAS On Purple Day, people in communities around the world are encouraged to wear purple and host events in support of epilepsy awareness;

AND WHEREAS increasing epilepsy awareness can help the public to recognize common seizure types or to respond with appropriate first aid, and

AND WHEREAS The onset of epilepsy can occur at any stage of life and does not discriminate against age, gender, race, ethnicity, religion, socioeconomic status, geographic location, or sexual orientation;

AND WHEREAS Purple Day can improve the quality of life of people living with epilepsy, create a society that embraces the beauty of difference and help us understand how we can all come together to make the world a better place:

NOW THEREFORE I **[Insert Name and Title]** DO HEREBY PROCLAIM Wednesday March 26th, 2025 as

“PURPLE DAY”

in the Village of Lion's Bay

From: FHPrinting02@surrey.ca
To: [Agenda](#)
Subject: Monthly Sit Report of 2024-12
Date: January 1, 2025 4:32:39 PM
Attachments: [9e2f5f70-8d45-414a-aa4c-6dcd0b9fc22.png](#)
[e49a5ccc-102d-490e-a851-181ff1e72f08.png](#)
[49c36148-0dea-458f-91f3-e34df3810802.png](#)
[0aa1c078-21b3-47f3-a762-26d0f5ef7a7.png](#)
[3052ea9b-4020-4f08-8d58-15fa23ad8eee.png](#)
[e8b34398-7b28-4bfb-a9ff-aa0c3a5d3f30.png](#)
[01ffe920-1533-4f4f-8de2-5c28f052afca.png](#)
[d68a8b7b-997b-445f-a1c2-8270e1a79a48.png](#)
[587aa4e7-5430-405f-9d69-020bd6f20f10.png](#)
[61869182-926b-4ff4-82c6-e20116df12a8.png](#)
[7d98be96-a4db-4r01-8dd3-5eca58d048de.png](#)



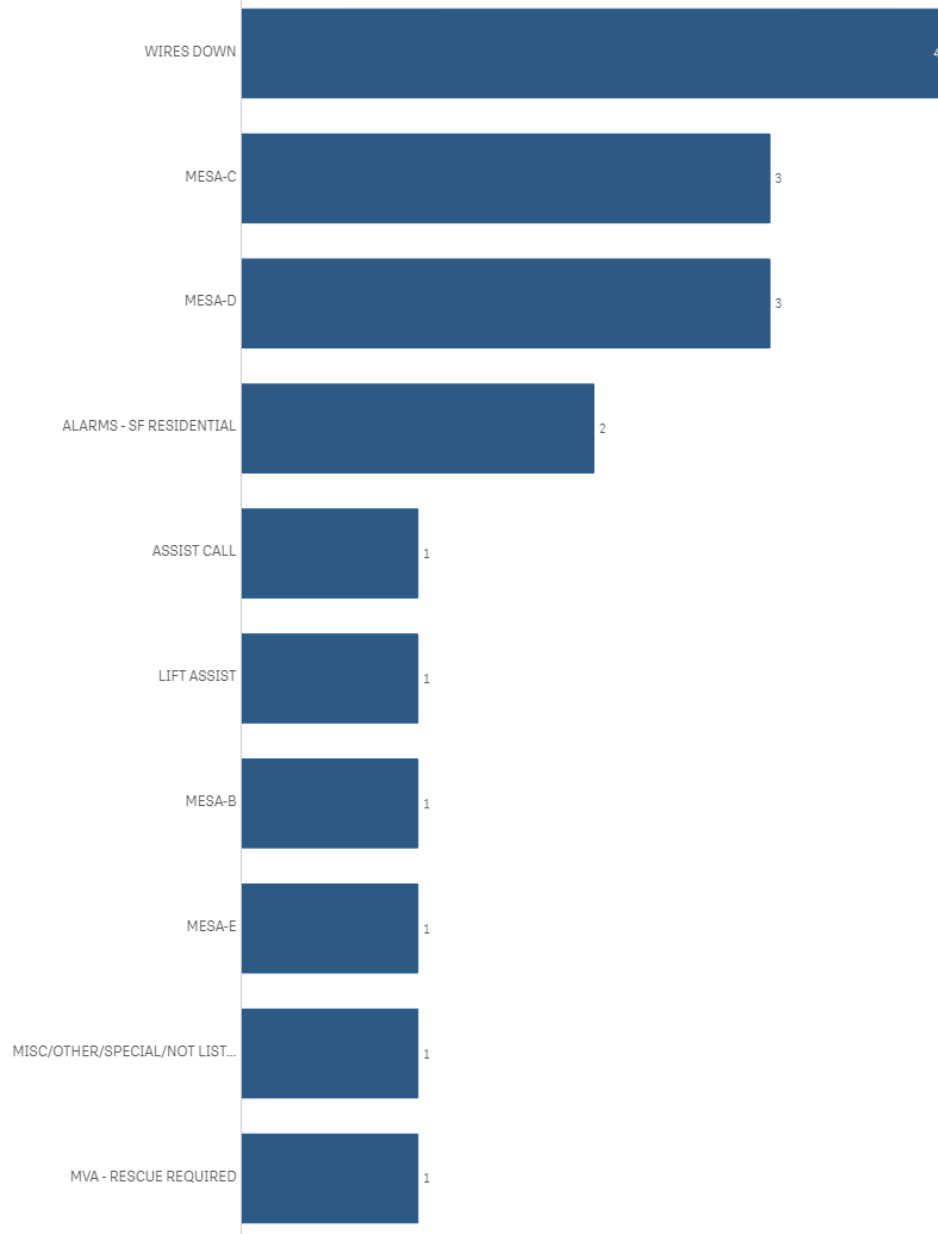
Surrey Regional Fire Dispatch Monthly Report

From 2024-12-01 To 2024-12-31

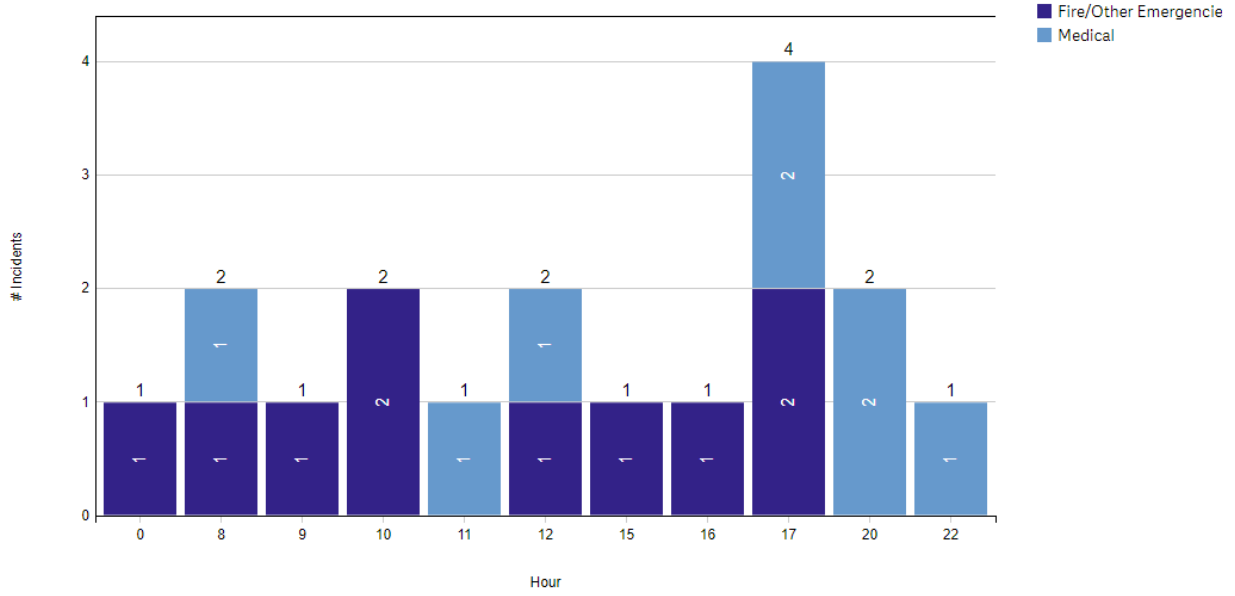
LIONS BAY FIRE RESCUE

# Incidents	# Incident Apparatus	# Incident Attendees
18	29	89

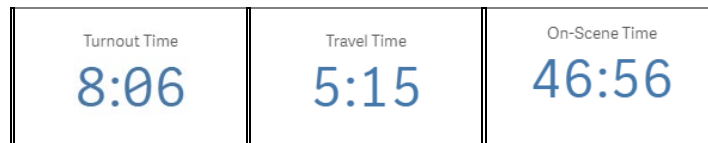
Incidents by Dispatch Type



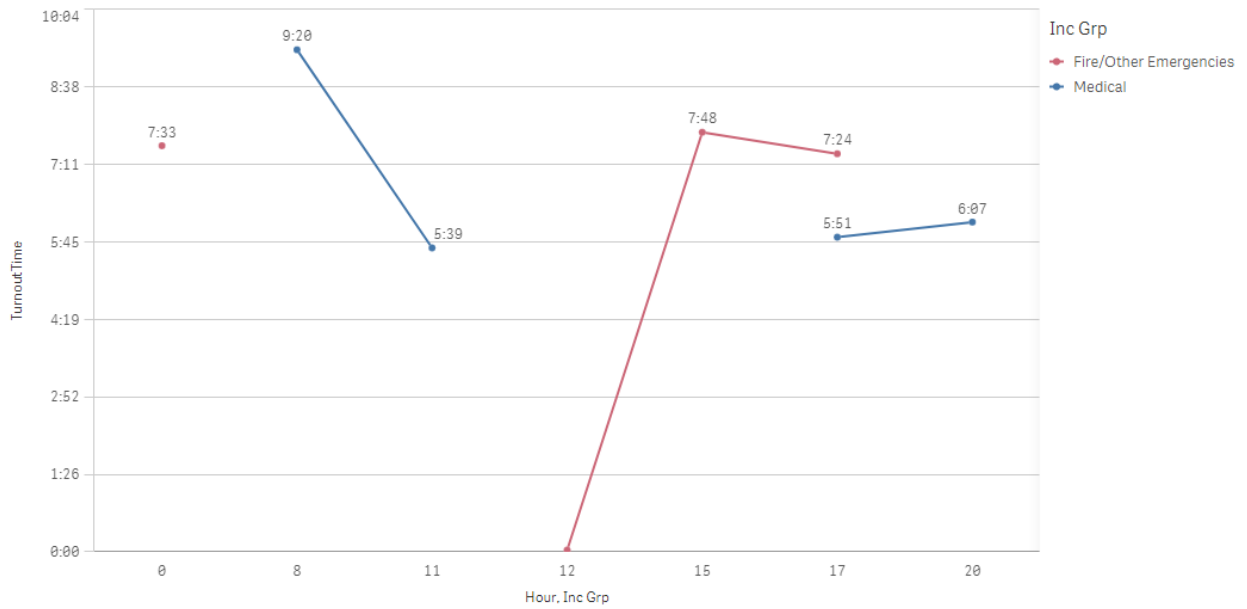
Incidents by Hour



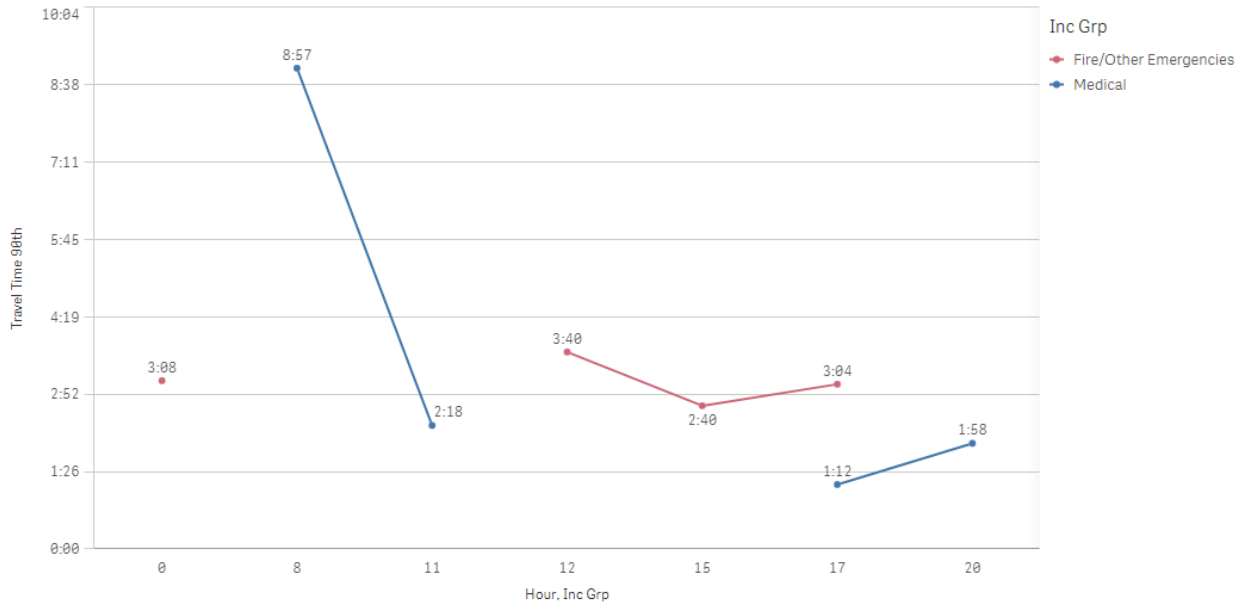
Performance for Emergency Incidents and First On-Scene Apparatus



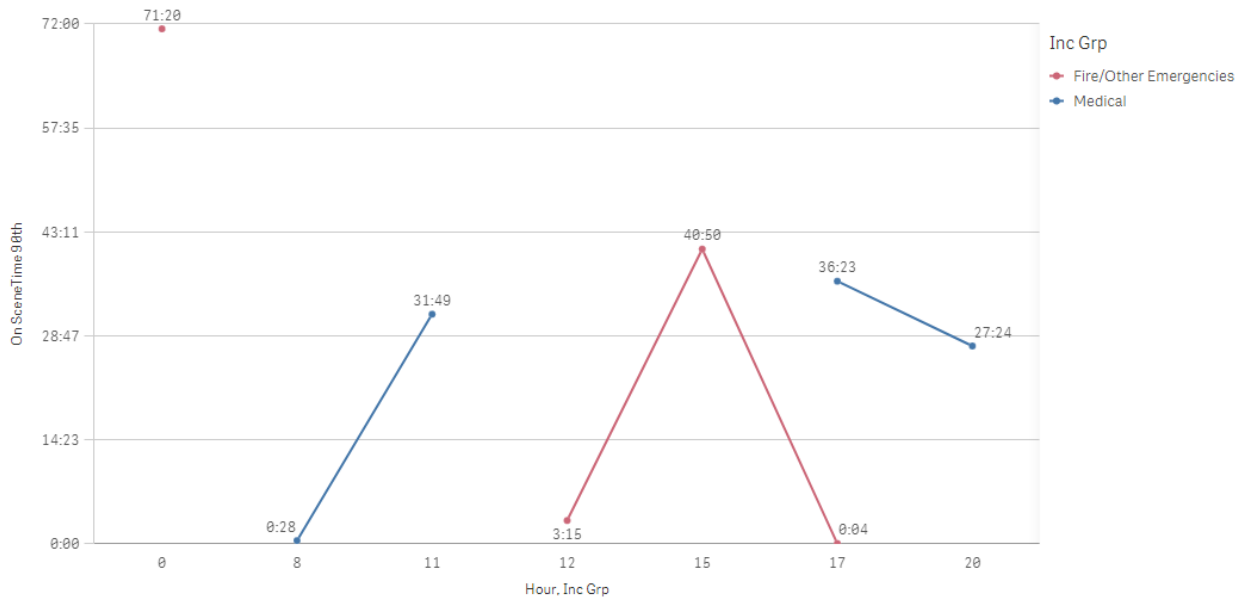
Turnout Time 90th Percentile for Emergency Incident and First On Scene Apparatus



Travel Time 90th Percentile for Emergency Incident and First On Scene Apparatus



On-Scene Time 90th percentile for Emergency Incident and First On Scene Apparatus



Truck Utilization

AppUnit	AppName	Hours Committed	Days Committed	# of Days selected	Hours Capacity	Utilization
LBE62	LB Engine 62	17.8	0.7	11	264	7%
LBE61	LB Engine 61	11.1	0.5	11	264	4%
LBR63	LB Rescue 63	10.1	0.4	11	264	4%
LBE63	LB Engine 63	0.0	0.0	11	264	0%

January 7, 2025

RE: Protecting Taxpayers from Overspending on Local Government Construction

Dear Mayor and Council:

The Independent Contractors and Businesses Association (ICBA) is Canada’s largest construction association and a leading industry organization in British Columbia, with more than 4,500 member and client companies. ICBA’s B.C. corporate members account for approximately 85% of the province’s construction sector – representing more than 190,000 jobs. Construction itself is one of the biggest B.C. industries, directly generating almost 8% of GDP. ICBA also owns and manages a rapidly growing employee health and dental benefits business which currently supports more than 300,000 Canadians.

Apart from advocating for the interests of construction companies and contractors, ICBA is a principled voice for free enterprise and the benefits of a competitive, market-based economy. Unlike many other business associations, ICBA receives no funding from governments at any level. We believe that competition and choice for consumers and taxpayers is by far the best way to deliver value-for-money and create the conditions for a thriving economy.

ICBA is writing to you and other B.C. local government bodies to share our views on the topic of public sector procurement. At a time when large numbers of British Columbians are facing affordability challenges, many small and mid-sized businesses are struggling to survive, and the B.C. government is running record budget deficits, we believe it is **important for municipal leaders to commit to open, fair and transparent procurement practices** across all domains of local and regional government activity. This includes the regular purchase of goods and services to operate local government as well as procurement that is tied to capital spending and the development and maintenance of infrastructure assets.

When municipalities pay for goods, services and capital projects, they do so on behalf of all taxpayers in the community. **Municipal policymakers have an obligation to adopt prudent fiscal policies and to ensure the best possible value-for-money when expending taxpayer dollars. Competitive procurement policies are a vital part of delivering on this fundamental obligation.**

Across Canada, local government expenses amounted to \$220 billion in 2022, with the main components of expenditures consisting of purchases of goods and services, employee compensation, subsidies and grants, interest payments on debt, and the depreciation of fixed capital (Statistics Canada, Table 10-10-0015-01). In the same year, total local government revenues were \$225 billion, of which the largest shares were grants/payments from other levels of government and revenues derived from taxes on property.

In the past few years, the B.C. government has undertaken a significant fraction of its capital projects under the “Community Benefits Agreement” (CBA) framework adopted in 2018. Under this policy, a provincial Crown Corporation (British Columbia Infrastructure Benefits Inc. – BCIB) contracts for the employees required to build certain public sector infrastructure and other capital projects. It does so through an agreement with a group of 19 trade unions that are part of the broader Building Trades Union (BTU) alliance. All employees working on CBA projects must be (or become) members of an affiliated BTU.

This very unusual arrangement dilutes the important relationship that exists between an employer and its employees across the rest of the B.C. private sector.

The province's CBA policy has the effect of restricting bidding on projects covered by the scheme. This is especially problematic given that about 85% of the people working in the B.C. construction industry are not BTU members nor employed by contractors which are covered by BTU collective agreements. **Fewer bidders means less pressure to ensure competitive costs and excellence in project delivery.** Many ICBA members will not bid on public sector projects covered CBAs because of the extra bureaucracy and administrative complexity involved and also because they do not wish to give up control and management oversight of their own workforce – as is the normal practice in Canadian business.

As demonstrated by academic research, **restricted bidding translates into higher costs for taxpayers** and the users of infrastructure services established via CBA-type arrangements.¹ Cost over-runs and unexpected delays are a common theme with CBA projects.² The net result is hundreds of millions of dollars of additional costs imposed on the B.C. taxpayers and delays in project delivery.

It is sometimes argued that restrictive tendering policies like CBAs are necessary to support local hires, apprenticeships, and pensions. In a labour shortage like B.C. construction is facing, our companies do everything they can to hire and keep local workers. ICBA is the single largest sponsor of trades apprentices in British Columbia, and open shop contractors train 82% of all apprentices in the province. When it comes to financial security, ICBA contractors and their employees utilize RRSPs, bonus programs, and profit-sharing initiatives, providing flexible and effective solutions tailored to their workforce, rather than being restricted to union-controlled pension plans.

For local governments, the lesson from B.C.'s failed experiment with CBAs is clear. **Municipal and regional government projects should be developed and managed using open, competitive procurement.** Restrictive tendering should be avoided in all areas of local government activity – capital projects, but also the day-to-day procurement of goods and services. Municipalities should not discriminate against B.C. businesses and their employees based on factors such as particular union affiliations.

If you have any questions or wish to engage ICBA in a conversation on this, or any, construction issue, please feel free to contact me directly at chris@icba.ca.

Sincerely,
INDEPENDENT CONTRACTORS AND BUSINESSES ASSOCIATION



Chris Gardner
President and CEO, ICBA

¹ Brian Dijkema and Morley Gunderson, Restrictive Tendering: Protection for Whom?" January 2017, CARDUS.

² Renze Nauta, "Benefits for Whom? Assessing British Columbia's Community Benefits Agreements," CARDUS September 2024.

January 13, 2025

File: CR-12-01
Ref: RD 2024 11 29

Mayor Ken Berry and Council
Village of Lions Bay
400 Centre Road PO Box 141
Lions Bay, BC V0N 2E0
VIA EMAIL: council@lionsbay.ca

Dear Mayor Ken Berry and Council:

Economic Impact of Industrial Lands in Metro Vancouver Study

At its November 29, 2024 regular meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD) passed the following resolution:

That the MVRD Board:

- a) receive for information the report dated October 11, 2024, titled “Economic Impact of Industrial Lands in Metro Vancouver Study”; and*
- b) forward the “Economic Impact of Industrial Lands in Metro Vancouver Study” report to Mayors, Chief, and Councils at member jurisdictions for information with an offer of presenting the report findings to councils.*

In support of the ongoing implementation of the *Regional Industrial Lands Strategy*, Metro Vancouver recently updated the *Economic Impact of Industrial Lands Study* (enclosure) to document the economic and employment contribution of the region’s industrial lands. The latest findings reiterate that for Metro Vancouver, member jurisdictions, businesses, and stakeholders, industrial lands are the foundation for a significant amount of the region’s total economic activity, supporting a disproportionately large amount of employment and higher wages.

72577829

Industrial land represents 4% of the region's land base and accommodates 22% of the region's jobs. Furthermore, total industrial activity accounts for 31% of the jobs in the region and pays 14% higher on average. Through indirect and induced impacts, activity on industrial lands in Metro Vancouver contributes a total of 468,600 jobs to the region's economy, 513,700 in British Columbia, and 584,100 in Canada, and account for 30% (\$43 billion) of the region's overall GDP and contribute \$8 billion annually in government tax revenues.

If you would like to receive a presentation from Metro Vancouver staff about the Study, please contact Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development, by phone at 604-432-6391 or by email at jonathan.cote@metrovancover.org.

Yours sincerely,



Mike Hurley
Chair, Metro Vancouver Board

MH/JC/ea

cc: Ross Blackwell, Chief Administrative Officer, Village of Lions Bay
Kristal Kenna, Deputy Corporate Officer, Village of Lions Bay
Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer, Metro Vancouver
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver

Encl: [MVRD Board report dated October 11, 2024, titled "Economic Impact of Industrial Lands in Metro Vancouver Study" \(page 32\)](#)

72577829

From: [GURVEEN RANDHAWA](#)
Subject: CBC News expanding its local service
Date: January 15, 2025 4:37:05 PM

Hello,

As a valued stakeholder, we are so pleased to tell you that we will be adding a CBC News journalist to cover the rapidly growing Sea to Sky corridor, including Squamish, Whistler, Pemberton and the Sunshine Coast. Canadians need trusted, local news more than ever and CBC News is devoted to investing in local journalism to better serve communities.

We are dedicated to telling more unique and varied stories from across our country and we're excited to expand to the Sea to Sky region. The reporter will be based in Squamish. We will begin a robust recruitment effort for our new reporter very soon. Once ready, we're happy to provide the posting for sharing far and wide in your own network.

This is a part of a larger initiative to reach more Canadians by [adding 25-plus journalists in more than a dozen communities](#) that are underserved by broadcast news outlets, with a focus on Western Canada. Brodie Fenlon, general manager and editor-in-chief, CBC News, shares more about our plans in his recent [Editor's Blog](#).

CBC News is committed to being close to Canadians - in communities where stories happen. Increasing our local reporting, community outreach, temporary community bureaus and the expansion of local digital services, where Canadians increasingly spend time, are some of the concrete ways we are doing this. In 2024, CBC News launched 14 new local news streaming channels and 11 local podcasts. The new journalist in Squamish is another way we are evolving to serve Canadians better.

Please reach out if you have any questions in the meantime.

Best regards,

Gurveen

Gurveen Randhawa (*she/her*)

Communications Officer

CBC British Columbia

phone: (604) 662-6602 | cell: (604) 340-4901

www.cbc.ca/bc



From: [Charlie Bradbury](#)
To: [Kristal Kenna](#)
Cc: [Council](#); [Agenda](#); [Ross Blackwell, CAO](#)
Subject: Re: AMENDMENT TO GARBAGE AND RECYCLING COLLECTION BYLAW No.455, 2013
Date: December 10, 2024 6:41:48 PM

I'm unable to do that unfortunately so was hoping this might get spotted before council vote.. :)

NB: I noticed a significant typo in my original mail. Please use this version. Many thanks.

To Council and Ross Blackwell,

With respect to the Bylaw No. 455, 2013 amendment reading in the agenda for the regular council meeting on 10th December, 2024, I would like to request this amendment be voted for no change.

This amendment reads in favour of residents' memories and ease of understanding but does not consider the effects these changes and subsequent access to attractants will have on all wildlife.

Since the time slots were introduced I am aware of very few occasions where wildlife have accessed the receptacles - this timeslot program does work - I know this because recently a neighbour mistakenly put their garbage out, it was not collected and within a few hours it was searched by wildlife. This is the first occasion that I have been aware of on Upper Oceanview and proves that if a receptacle is not emptied promptly, something will get into it. Bear, racoon or raven.

As a long time resident that backs onto the forest, wildlife has to pass our home to get to the village core, in our many Lions Bay years we have had no more than two wildlife issues, both of those were when receptacles were permitted to be put out early.

If we allow garbage, food waste or recycling to sit out for hours or - perish the thought - overnight, we will have wildlife issues and this then raises the question of safety. With waste containers out for hours or overnight, and wildlife knowing there are easily accessible food sources to be sought and protected, our roads will cease to be safe for people to walk, and children walking to or from school will be at increased risk.

- Please keep the waste collection timeslots. They do work.
- If the issue is people remembering them, make them consistent all year round or provide additional information.

- If the issue is people remembering them, make them consistent all year round but do not allow waste to be put out too early or overnight.
- I would argue the biggest confusion in LB waste collection is not the timeslot issue but the bi-weekly garbage pick up, that is tricky to remember.

Respectfully,

Charlie Bradbury

From: [Penny Nelson](#)
To: [Council](#)
Cc: [Agenda](#)
Subject: Beach park consultation
Date: January 15, 2025 9:54:48 AM

Council,

I first presented the International Association of Public Participation's "7 Core Values of Public Participation" to Council in 2012. It was therefore encouraging to see these included in a draft Corporate Communications Policy on the [November 7th, 2023, meeting agenda](#) (starts on page 91).

Section 6 of the draft policy covers "Engagement" and states the following (page 94 of the package):

"The Village of Lions Bay is committed to involving its citizens as part of decision-making processes. The Village will consider the International Association of Public Participation (IAP2) Core Values as its foundation when considering public participation and engagement."

The 7 Cores Values are:

1. Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
2. Public participation includes the promise that the public's contribution will influence the decision.
3. Public participation promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision makers.
4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. Public participation seeks input from participants in designing how they participate.
6. Public participation provides participants with the information they need to participate in a meaningful way.
7. Public participation communicates to participants how their input affected the decision.

It goes without saying that times have moved on from when a single in-person townhall was construed as thorough and fair consultation that enables as many residents/stakeholders as possible to have their say. And yet that is apparently what staff believes is adequate for the beach park project. There is currently no indication the material will be provided online for those who cannot or choose not to attend the January 15th session, or that input will be accepted other than by stickies. We're told the designs will be presented to Council in next week's RCM, indicating that this is a one-and-done opportunity and that the public's input is in

truth not welcome.

Astonishingly, the email sent to beach park volunteers on January 13th points out that not even Council, the ultimate decision-maker, has been provided with any information.

This should be of concern to all. Members of the IAP2 are bound by its [code of ethics](#). The first two principles of this code are:

PURPOSE. We support public participation as a process to make better decisions that incorporate the interests and concerns of all affected stakeholders and meet the needs of the decision-making body.

ROLE OF PRACTITIONER. We will enhance the public's participation in the decision-making process and assist decision-makers in being responsive to the public's concerns and suggestions.

One has to wonder how withholding information from both residents and Council "build[s] trust and credibility for the process among all the participants" (the third principle) or how it "ensure[s] that stakeholders have fair and equal access to the public participation process and the opportunity to influence decisions" (the sixth principle).

Further, a quick look at two renderings on the architect's website indicates that even the most basic input by volunteers, residents and members of Council over the years has been ignored. Hard to understand how this is in keeping with the second core value of public participation which is that PP "includes the promise that the public's contribution will influence the decision", especially after the community was promised there would be consultation.

Council has the ability to make things right by insisting on proper consultation to ensure the beach park represents Lions Bay and meets the needs of its residents. As the long-standing saying goes, "we are not West Van". On that very cold December 2022 day when 19 volunteers stood on a snowy beach to restart the project, Scott Gordon stated very clearly that the vision was to retain the character of the beach, a vision we all shared. It was a fitting vision and it should be respected. Ignoring input from those who live here will not deliver a beach park designed for Lions Bay. Quite the opposite.

Penny