



# AGENDA

## Regular Meeting of Council

Tuesday, February 18, 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=82405928344>  
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.

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Pages

**1. Call to Order**

**2. Closure of Council Meeting**

Proposed topics for discussion in the absence of the public:

Report pertaining to Annual Report

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:

(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];

**2.1 Closed Item**

**2.2 Closed Item**

**2.2.1 Closed Item**

**2.2.2 Closed Item**

**2.3 Closed Item**

**2.4 Adjourn**

**3. Reporting out from Closed portion of Meeting**

**4. Adoption of Agenda**

**5. Public Participation**

**6. Delegations**

- none

**7. Approval of Minutes of Prior Meetings**

|           |   |    |
|-----------|---|----|
| 7.1       | <b>Special Meeting of Council- January 7, 2025</b>  | 4  |
| 7.2       | <b>Regular Meeting of Council - January 21, 2025</b>  | 7  |
| 7.3       | <b>Special Meeting of Council - February 4, 2025</b>  | 16 |
| <b>8.</b> | <b>Reports</b>  |    |
| 8.1       | <b>Staff</b>  |    |
| 8.1.1     | <b>Park Bench Dedication Policy</b><br><i>- Director of Operations K Buhr - for decision</i>  | 19 |
|           | <i>Recommendation:</i>  |    |
|           | THAT Council approve Bench Dedication Policy-2501   |    |
| 8.1.2     | <b>Budget 2025 for Second Reading</b><br><i>- Financial Officer J Chirkoff - for decision</i>   | 23 |
|           | <i>Recommendation:</i>  |    |
|           | THAT the Budget 2025 be read and received as presented  |    |
| 8.1.3     | <b>Action Items Log</b><br><i>- for information</i>   | 67 |
| 8.2       | <b>Committees</b>   |    |
| 8.2.1     | <b>Trees, Views and Landscapes Committee</b><br><i>Tree Cutting Application 133 - 250 Oceanview Road - for decision</i>   | 68 |
|           | <i>Recommendation:</i>  |    |
|           | THAT Council approve Tree Cutting Permit Application No. 133,<br>subject to the following:  |    |
|           | 1. For the scope of work detailed in the application;   |    |
|           | 2. The applicant must clean up and remove all associated debris<br>and notify the Municipality as soon as possible after the cutting<br>to advise that this has been done;    |    |
|           | 3. The tree cutting permit shall be valid for one year subject<br>only to confirmation prior to any cutting, or repeated cutting,<br>within that period of:                   |    |
|           | I. compliance with the bylaw restrictions regarding bird nesting<br>season.   |    |
|           | II. if working from the road, a traffic control plan approved by<br>Public Works.   |    |
|           | III. damage deposit, arborist/contractor's WorkSafe BC<br>certificate and insurance in compliance with Municipal<br>requirements, and any other Municipal bylaw requirements. |    |
| 8.2.2     | <b>Curley Stewart Memorial Trust Fund Committee</b><br><i>- 2025 Committee Updates - for decision</i>   | 78 |

*Recommendation:*

THAT Council reappoint Jennifer Hetherington, Nicole Strahl, Hugo van Hoogstraten, Kit McLean to the Curly Stewart Memorial Trust Fund Award Committee for 2025, and

That Council authorize the committee to be formed as per the terms of reference, and

That Council authorize an increase in the award to \$1,500.

**8.3 Mayor and Council**

**8.3.1 Lions Bay Bird Friendly**

80

*Official City Bird - Councillor Abbott - for decision*

*Recommendation:*

THAT Council resolves to formally accept the outcome of a community vote for an official bird and declare the chosen bird to be the avian symbol for the Village of Lions Bay

**8.4 Emergency**

**8.4.1 RCMP Report**

82

*November & December 2024 - for information*

**9. Resolutions**

**9.1 UBCM Attendance and Allocation of Funds**

*- Chief Administrative Officer R Blackwell - verbal report - for decision*

*Recommendation:*

THAT Council select attendees and approve associated costs of the UBCM Conference

**10. Bylaws**

**11. Correspondence**

85

*- for information*

**12. New Business**

**13. Public Questions and Comments**

**14. Adjournment**

Recommendation:

THAT the Council Meeting be adjourned.



**SPECIAL OPEN MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, JANUARY 7, 2025, at 6:00 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY  
AND VIA ZOOM VIDEO CONFERENCE**

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**MINUTES**

In Attendance: Mayor Ken Berry  
Councillor Neville Abbott (via videoconference)  
Councillor Michael Broughton  
Councillor Jamie Cunliffe (via videoconference)

Absent: Councillor Marcus Reuter

Staff: Chief Administrative Officer, Ross Blackwell

**1. Call to Order**

The meeting was called to order at 6:02 p.m.

**2. Adoption of Agenda**

*Moved By: Councillor Broughton*

*Seconded By: Councillor Abbott*

THAT the agenda of the January 7, 2025, Special Council Meeting be adopted as presented.

**CARRIED**

**3. Public Participation**

None.

**4. Approval of Minutes of Prior Meetings**

**4.1 Special Meeting of Council – December 16, 2024**

*Moved by: Councillor Broughton*

*Seconded by: Councillor Abbott*

THAT the Special Council Meeting Minutes of December 16, 2024, be approved.

**CARRIED**

**5. Reports**

**5.1 Staff**

**5.1.1 EOC Director**

Chief Administrative Officer, Ross Blackwell, provided an update on the Battani Creek debris flow status and advised that the evacuation order had been rescinded; however, there are several outstanding debris issues.

**5.2 Mayor and Council**

**5.2.1 Battani Creek Debris Flow Support Recognition**

The Mayor advised that a letter in recognition and appreciation of the groups supporting and continuing to support the Village and its residents in relation to the Battani Creek debris flow event was being drafted.

**5.2.2 Municipal Advocacy with Provincial Agencies**

Discussion ensued, and comments were offered regarding a suggestion to continue connecting with provincial agencies on an ongoing basis to maintain momentum for emergency management support.

*Moved By: Councillor Broughton*

*Seconded By: Councillor Cunliffe*

THAT Council and Mayor, with the assistance of the Chief Administrative Officer, reach out to Metro Vancouver and the Honourable Kelly Greene, Minister of Emergency Management and Climate Readiness, requesting meetings to secure immediate assistance and resources to address immediate and longer-term concerns resulting from the Battani Creek debris flow; and

THAT staff provide Council with a tactical plan to facilitate broad and deep advocacy with all agencies.

**CARRIED**

**6. Closed Agenda**

Proposed topics for discussion in the absence of the public:

**A. Legal**

*Moved By: Councillor Broughton*

*Seconded By: Councillor Abbott*

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

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

(g) litigation or potential litigation affecting the municipality.

**CARRIED**

*The Regular meeting adjourned at 6:32 p.m. and reconvened at 6:59 p.m.*

**7. Reporting Out from Closed Session**

Mayor Berry informed there was nothing to report out.

**8. Public Questions and Comments**

None.

**9. Adjournment**

*Moved By: Councillor Broughton*

*Seconded By: Councillor Abbott*

THAT the January 7, 2025, Special Council Meeting for the Village of Lions Bay be adjourned.

**CARRIED**

*The Special meeting adjourned at 7:00 p.m.*

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO

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



**REGULAR OPEN MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, JANUARY 21, 2025, at 6:00 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY  
AND VIA ZOOM VIDEO CONFERENCE**

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**MINUTES**

In Attendance: Mayor Ken Berry  
Councillor Neville Abbott  
Councillor Michael Broughton  
Councillor Jamie Cunliffe

Absent: Councillor Marcus Reuter

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

Guests: Nick Bray, Nick Bray Architecture  
Eric White, RWPAS Ltd.

**1. Call to Order**

The meeting was called to order at 6:01 p.m.

**2. Closure of Council Meeting**

Proposed topics for discussion in the absence of the public:

1. Legal

*Moved By: Councillor Broughton*

*Seconded By: Councillor Abbott*

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

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

**CARRIED**

*The Regular meeting adjourned at 6:01 p.m. and reconvened at 7:04 p.m.*

**3. Reporting Out from Closed Meeting**

Mayor Berry informed there was nothing to report. Councillor Abbott advised that Item 2.4.1 Climate Action Committee, was not discussed.

**4. Adoption of Agenda**

*Moved By: Councillor Abbott*

*Seconded By: Councillor Broughton*

THAT the agenda of the January 21, 2025, Regular Council Meeting be adopted with amendment to consider Item 8.1.1 Finance – 2025 Budget for Second Reading following Item 8.1.3, and to combine 8.2.1 Infrastructure Committee with Item 8.1.1.

**CARRIED**

**5. Public Participation**

**5.1** Resident: Expressed appreciation for the Lions Bay Beach Park Revitalization Project and noted a disconnect within the Project between staff/consultants and the community.

**5.2** Resident: Noted concerns related to the proposed Lions Bay Beach Park Revitalization Project architectural design and the number of years remaining on the land lease.

**5.3** Resident: Requested additional time for community consultation on the Lions Bay Beach Park Revitalization Project.

**6. Delegations**

**6.1 Bear Smart Committee 2024 Annual Report**

Norma Rodgers provided a review of the Bear Smart Committee 2024 Annual Report.



**6.2 Beach Park Revitalization Project Feedback**

Brenda Broughton referred to an on-table document expressing requests for the design of the Lions Bay Beach Park Revitalization Project and noted concerns with the existing design. Summary handout was provided to council.

**7. Approval of Minutes of Prior Meetings**

**7.1 Regular Meeting of Council – July 16, 2024**

*Moved by: Councillor Abbott*

*Seconded by: Councillor Cunliffe*

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

**DEFEATED**

(Councillors Abbott and Cunliffe in favour; Mayor Berry and Councillor Broughton opposed)

*Moved by: Councillor Broughton*

*Seconded by: Councillor Cunliffe*

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

**DEFEATED**

(Mayor Berry and Councillor Broughton in favour; Councillors Abbott and Cunliffe opposed)

**7.2 Regular Meeting of Council – December 10, 2024**

*Moved by: Councillor Broughton*

*Seconded by: Councillor Abbott*

THAT the Regular Council Meeting Minutes of December 10, 2024, be approved.

**CARRIED**

**7.3 Special Meeting of Council – June 4, 2024**

*Moved by: Councillor Broughton*

*Seconded by: Councillor Abbott*

THAT the Special Council Meeting Minutes of June 4, 2024, be approved.

**CARRIED**

**7.4 Business Arising from the Minutes**

In response to a question regarding the timeline for the Action Log to be added to future meeting agendas, Chief Administrative Officer, Ross Blackwell, advised that due to the significant number of Freedom of Information requests (FOI), staff resources have been limited, and this is an outstanding action.

It was suggested that a future Village Update include information on what an FOI is and the resources dedicated to it.

## **8. Reports**

### **8.1 Staff**

#### **8.1.2 Housing Needs Report**

Eric White, RWPAS Ltd., presented the Housing Needs Report on-screen, intended to inform the updating of the Village of Lions Bay Zoning Bylaw and Official Community Plan.

Discussion ensued, and comments were offered regarding concerns that the numbers were unachievable. It was suggested that the Village seek an exemption.

#### **8.1.3 Lions Bay Beach Park Revitalization Project**

Nick Bray, Nick Bray Architecture, provided a presentation on the Lions Bay Beach Park Revitalization Project design.

Discussion ensued, and comments were offered regarding the timeline for construction, consultation with the Beach Engineer, kayak storage concerns, crime prevention through environmental design, leased land concerns, and reorienting the public washroom building.

It was agreed that further design consideration is needed, including discussing the leased land at a Closed Council Meeting.

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

THAT Nick Bray Architecture remove the kayak storage structure and storage/concession areas from the scope of the project and rotate the public washroom building to Lions Bay-owned land.

**DEFEATED**

(Councillor Broughton and Mayor Berry in favour; Councillors Abbott and Cunliffe opposed)

*Moved by: Councillor Cunliffe*  
*Seconded by: Councillor Abbott*

THAT a decision on the Lions Bay Beach Park Revitalization Project design be tabled until further discussion at a Special Closed Council Meeting, to be held as soon as possible.

**DEFEATED**

(Councillors Abbott and Cunliffe in favour; Mayor Berry and Councillor Broughton opposed)

### **8.1.1 Finance – 2025 Budget for Second Reading**

Financial Officer, Joe Chirkoff, provided the second reading of the 2025 Budget for approval.

Discussion ensued, and comments were offered regarding a request for all 2024 actuals to be added prior to approving the second reading, Infrastructure Committee recommendations, and supplemental operating costs.

It was agreed that approval of the second reading would occur at a future meeting.

#### **8.1.1.1 2023 Audit Update**

This item was not discussed.

## **8.2 Committees**

### **8.2.1 Infrastructure Committee**

This item was considered under Item 8.1.1.

### **8.2.2 Climate Action Committee**

A recommendation from the Climate Action Committee regarding the Hall Heating Replacement Project was reviewed.

*Moved By: Councillor Broughton*

*Seconded By: Councillor Cunliffe*

THAT the meeting be extended to 10:30 p.m.

**CARRIED**

*Moved By: Councillor Abbott*

*Seconded By: Councillor Cunliffe*

THAT Council approve staff to execute three contracts as described in Phase 1 of the Climate Action Committee report.

**CARRIED**

### **8.2.3 Trees, Views and Landscapes Committee**

Tree Application #132 – 145 Panorama Place was reviewed for decision.

*Moved By: Councillor Cunliffe*

*Seconded By: Councillor Broughton*

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 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; and
- 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; and
  - iii. damage deposit, arborist/contractor's WorkSafeBC certificate and insurance in compliance with Municipal

requirements, and any other Municipal bylaw requirements.

**CARRIED**

**8.3 Mayor and Council**

None.

**8.4 Emergency**

None.

**9. Resolutions**

None.

**10. Bylaws**

**10.1 Water Bylaw No. 633, 2025, Third Reading**

The Water Bylaw was reviewed for its third reading.

*Moved By: Councillor Abbott*

*Seconded By: Councillor Cunliffe*

THAT the third reading of Water Bylaw No. 633, 2025 be tabled.

**CARRIED**

**10.2 Bylaw 640 – Bylaw-Notice Enforcement Bylaw, 2006, Amendment Bylaw 640, 2025, Third Reading**

The Bylaw-Notice Enforcement Bylaw amendment was reviewed for its third reading.

*Moved By: Councillor Broughton*

*Seconded By: Councillor Cunliffe*

THAT Bylaw-Notice Enforcement Bylaw, 2006, Amendment Bylaw 640, 2025, be read a third time.

**CARRIED**

**11. Correspondence**

The list of correspondence was included with meeting materials.

*Moved By: Councillor Broughton*

*Seconded By: Councillor Cunliffe*

WHEREAS Purple Day is celebrated on March 26<sup>th</sup> 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 to know 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 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 the Village of Lions Bay hereby proclaims Wednesday, March 26, 2025, as Purple Day in the Village of Lions Bay.

**CARRIED**

**12. New Business**  
None.

**13. Public Questions and Comments**  
None.

**14. Adjournment**

*Moved By: Councillor Broughton*  
*Seconded By: Councillor Abbott*

THAT the January 21, 2025, Regular Council Meeting for the Village of Lions Bay be adjourned to a Closed Meeting.

**CARRIED**

*The Regular meeting adjourned at 10:19 p.m. and reconvened at 10:30 p.m.*

**15. Reporting Out from Closed Meeting**

Mayor Berry informed there was nothing to report.

**16. Adjournment**

*Moved By: Councillor Cunliffe*

*Seconded By: Councillor Abbott*

THAT the January 21, 2025, Regular Council Meeting for the Village of Lions Bay be adjourned.

**CARRIED**

*The Regular meeting adjourned at 10:31 p.m.*

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Mayor

\_\_\_\_\_  
CAO

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



**SPECIAL OPEN MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, FEBRUARY 4, 2025, at 8:00 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY  
AND VIA ZOOM VIDEO CONFERENCE**

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**MINUTES**

In Attendance: Mayor Ken Berry  
Councillor Neville Abbott  
Councillor Michael Broughton  
Councillor Jamie Cunliffe (via videoconference)

Absent: Councillor Marcus Reuter

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

**1. Call to Order**

The meeting was called to order at 8:07 p.m.

**2. Adoption of Agenda**

*Moved By: Councillor Abbott*

*Seconded By: Councillor Broughton*

THAT the agenda of the February 4, 2025, Special Council Meeting be adopted as presented.

**CARRIED**

**3. Public Participation**

None.

**4. Delegations**

None.

**5. Approval of Minutes of Prior Meetings**

None.



**6. Reports**

**6.1 Staff**

None.

**6.2 Committees**

None.

**6.3 Mayor and Council**

**6.3.1 Lions Bay Beach Park Revitalization Report**

Discussion ensued regarding the Lions Bay Beach Park Revitalization Project, and comments were offered regarding the relocation of the washroom facility to Lions Bay-owned land, the removal of the kayak storage area from the scope of the architecture design but not the project, and the proposed playground design.

*Moved By: Councillor Broughton*

*Seconded By: Councillor Abbott*

THAT the washroom facility for the Lions Bay Beach Park Revitalization Project is to be built on Lions Bay-owned property only.

**CARRIED**

*Moved By: Councillor Abbott*

*Seconded By: Councillor Broughton*

THAT the Special Meeting adjourn to a Closed Meeting.

**CARRIED**

*The Special meeting adjourned at 9:08 p.m. and reconvened at 9:42 p.m.*

The Mayor advised there was nothing to report out from the Closed Meeting.

*Moved By: Councillor Broughton*

*Seconded By: Councillor Cunliffe*

THAT the Village of Lions Bay proceed with Nick Bray Architecture for the Lions Bay Beach Park Revitalization Project design and approve additional expenses up to a maximum of \$18,000.

**CARRIED**

(Councillor Abbott opposed)

**7. Resolutions**

None.

**8. Bylaws**

None.

**9. Correspondence**

None.

**10. New Business**

None.

**11. Public Questions and Comments**

None.

**12. Adjournment**

*Moved By: Councillor Abbott*

*Seconded By: Councillor Broughton*

THAT the February 4, 2025, Special Council Meeting for the Village of Lions Bay be adjourned.

**CARRIED**

*The Special meeting adjourned at 9:45 p.m.*

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO

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

**STAFF REPORT**

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**DATE:** 13 February 2025      **FILE:** L:\Electronic Filing\A. Administration\0340 Circulars, Directives, Orders, Manuals, Policies\50 Policies and Procedures\Active Policies\POL-2501 Park Bench Dedication

**TO:** Ross Blackwell, CAO

**FROM:** Karl Buhr, Dir. of Operations

**RE:** **Updated Park Bench Dedication Policy**

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**RECOMMENDATION:**

THAT Council approve Policy-2501.

**1. Summary**

The written park bench policy of 2003 is outdated, and no longer reflects how the bench program has evolved, seemingly ad hoc. New provisions covering new issues are needed.

**2. Discussion**

The proposed policy is appended.

- The FO advises that the municipality can issue a tax receipt against a private donation to purchase and install a park bench.
- Cost of the current standard bench, well-suited to Lions Bay’s needs, is Sanderson Concrete’s Capilano model, is currently \$2285 delivered to Yard:
- Cost of a standard 2-7/16 x 12” solid bronze plaque meeting the policy terms is currently \$430.
- Proposed fees to be amended in Fees Bylaw 496:
  - Application Fee: \$100
  - Donation Fee: \$3150
  - Plaque Replacement Fee: \$530.



**OPTIONS ARISING:**

1. Read and receive the report and resolve as recommended.
2. Refer the matter to staff with specific direction.
3. Read and receive the report but provide no decision or direction.

**FINANCIAL CONSIDERATIONS:**

Cost neutral.

**LEGAL CONSIDERATIONS:**

None.



Policy POL-2501

## PARK BENCH DEDICATION POLICY

This Policy lays out the procedure whereby a person or group may apply to donate and dedicate a park bench in Lions Bay.

1. Location: before completing the Application at the end of this Policy, applicants must confirm availability of a location with the Office ([reception@lionsbay.ca](mailto:reception@lionsbay.ca)). Location availability is restricted:

| LOCATION                           | BENCHES |
|------------------------------------|---------|
| Lions Bay Beach Park               | 6       |
| Marjorie's Meadow                  | 1       |
| Broughton Hall back patio          | 2       |
| Klatt Building forecourt           | 1       |
| Kelvin Grove Beach and Marine Park | 2       |
| Brunswick Beach south              | 4       |
| Wade Memorial Park                 | 3       |

There is usually a waiting list and immediate availability is not assured. Subject to the Public Works Manager's recommendation and Council approval, other locations may be considered.

2. Application: upon payment of the Application Fee stipulated in the Fees Bylaw No. 497, the Public Works Manager must approve the dedication plaque text (disputes may be appealed to Council). Plaque wording must reflect that the bench is a dedication, not a memorial and no dates, advertising or promotion are allowed.
  - a. Plaques are a standard 30 x 6 cm solid bronze, finished to the supplier's normal standard.
  - b. Up to three lines of all-caps text in English or French are available, up to 40 characters per line including spaces and punctuation; one line may have characters twice the height of the other two lines (20-character limit). Lines may be left, centre or right justified. The supplier's standard serif or sans-serif font may be stipulated.
  - c. Plaques can be changed by the original applicant upon payment of the Plaque Replacement Fee stipulated in the Fees Bylaw No. 497.
3. Upon approval of plaque text and upon receipt of the tax-deductible Donation Fee stipulated in Fees Bylaw No. 497, the municipality shall:
  - a. ...Issue a tax receipt in compliance with Canada Revenue Agency regulations. Donations are non-returnable and become the property of the municipality once paid. If the dedication is terminated by the applicant before bench installation, donations will be redirected to another municipality initiative without public acknowledgement.
  - b. ...Supply and install a new 6-foot [Sanderson Concrete Capilano](#) bench or similar at the stipulated location. Installation may take up to 6 months from payment of the Donation Fee

- and a date cannot be guaranteed. Benches are the property of the municipality.
- c. ...Affix the approved plaque and notify the applicant. Altering the bench or its surroundings is not allowed (including plantings, pruning, etching, painting of any kind, permanently attaching items to the bench). Benches that have been altered will be permanently removed with the Donation Fee non-returnable, and associated costs billed to the party responsible for the alteration. Spreading or burial of ashes within municipal limits is not permitted.
  - d. ...Maintain land adjacent as the municipality deems appropriate, but the applicant will be notified of changes that require permanent relocation of the bench (maintenance, upgrades or special events, including filming, may require temporary removal).
  - e. ...Maintain the bench and plaque in good repair for 10 years after the date of installation, including repair or replacement (potentially with a bench of similar age) if necessary due to vandalism or breakage. Benches remain outdoors year-round.
  - f. ...Contact the applicant at the details provided in the Application, 10 years after installation to offer renewal at the then-current Donation Fee (including a new bench and plaque), or return the plaque to the applicant if desired at no additional cost. Absent renewal or being able to reach the applicant, benches and plaques shall be disposed of, and the location opened to the waitlist.
4. Other: public benches (and other outdoor amenities including but not limited to picnic tables) that are not installed under this policy may be removed by the municipality without notice, except that private benches may be erected on non-vehicular trails within municipal limits under the following conditions:
- a. Made predominantly natural materials, with fasteners suitable for conditions, and of suitable public construction (in the final opinion of the municipality).
  - b. Registered with the municipality, with any dedication plaque subject to the same requirements as public benches.
  - c. Subject to removal by the municipality at the earliest date of:
    - i. Non-compliance
    - ii. 10 years from registration
    - iii. Deterioration.
5. This policy PP-2501 replaces POL-017 of 2003.

Approved by Council in open meeting assembled, this \_\_\_\_ day of \_\_\_\_\_, 2025.

**APPLICATION FOR A PARK BENCH DEDICATION**

YYYY-MM-DD

For office use: insert 10-year notice date (applicant notified date below + 10 years)

|                                      |   |
|--------------------------------------|---|
| Applicant                            | FIRST LAST  |
| Phone                                | PHONE NUMBER<br><input type="checkbox"/> cell   <input type="checkbox"/> home   <input type="checkbox"/> office |
| Email                                | Email address   |
| Application date                     | YYYY-MM-DD  |
| Issue Canada tax donation receipt to | FULL NAME   |
| Mail tax donation receipt to         | Email address or physical mailing address   |

|  |  |
|--|--|
| <b>PLAQUE TEXT (AN APPROVAL PROOF WILL BE EMAILED)</b>   |  |
| Font: <input type="checkbox"/> Serif   <input type="checkbox"/> Sans-serif   |  |
| Up to 40 all-caps standard-height characters or 20 double-height characters (including punctuation).<br>A separate sheet may be attached if preferred. |  |
|  | Height: <input type="checkbox"/> Standard   <input type="checkbox"/> Double<br>Justify: <input type="checkbox"/> Left   <input type="checkbox"/> Centre   <input type="checkbox"/> Right |
|  | Height: <input type="checkbox"/> Standard   <input type="checkbox"/> Double<br>Justify: <input type="checkbox"/> Left   <input type="checkbox"/> Centre   <input type="checkbox"/> Right |
|  | Height: <input type="checkbox"/> Standard   <input type="checkbox"/> Double<br>Justify: <input type="checkbox"/> Left   <input type="checkbox"/> Centre   <input type="checkbox"/> Right |

| <b>APPLICATION TRACKING (INTERNAL USE)</b> |  |
|--|--|
| Wording, location approved                 | SIGNATURE AND DATE   |
| Application Fee received                   | SIGNATURE AND DATE   |
| Donation Fee received                      | SIGNATURE AND DATE   |
| Donation tax-receipt issued                | SIGNATURE AND DATE   |
| Bench install date                         | SIGNATURE AND DATE   |
| Plaque install date                        | SIGNATURE AND DATE   |
| Applicant notified installation complete   | SIGNATURE AND DATE<br><input type="checkbox"/> cell   <input type="checkbox"/> email |

**Consolidated Budget 2025**

|  | 2025             | 2026             | 2027             | 2028             | 2029             |
|--|------------------|------------------|------------------|------------------|------------------|
| <b>Revenues</b>  |                  |                  |                  |                  |                  |
| 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   | 4,895,980        | 422,561          | 422,561          | 427,516          | 427,516          |
| Other  | 304,130          | 289,149          | 274,354          | 259,753          | 254,358          |
| <b>Grand Total</b>   | <b>9,501,545</b> | <b>5,156,637</b> | <b>5,291,945</b> | <b>5,436,547</b> | <b>5,591,681</b> |
| <b>Expenditures</b>  |                  |                  |                  |                  |                  |
| Amortization   | 932,711          | 990,918          | 999,251          | 1,007,584        | 979,884          |
| General Government   | 1,167,307        | 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   | 1,303,953        | 774,547          | 635,835          | 652,240          | 667,213          |
| Planning and Development   | 49,536           | 50,661           | 51,815           | 53,000           | 54,217           |
| Parks, Recreation and Facilities   | 255,067          | 261,038          | 266,558          | 272,835          | 278,570          |
| Solid Waste  | 237,289          | 250,779          | 258,019          | 265,526          | 273,215          |
| Wastewater   | 115,866          | 74,546           | 76,478           | 78,505           | 116,708          |
| Water Fund   | 823,781          | 769,313          | 778,471          | 800,012          | 903,375          |
| Interest Payments  | 96,134           | 75,359           | 74,693           | 75,016           | 26,458           |
| <b>Grand Total</b>   | <b>5,652,404</b> | <b>5,111,764</b> | <b>5,048,684</b> | <b>5,139,604</b> | <b>5,181,924</b> |
| <b>Surplus/(Deficit)</b>   | <b>3,849,141</b> | <b>44,873</b>    | <b>243,261</b>   | <b>296,943</b>   | <b>409,757</b>   |
| <b>Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements</b> |                  |                  |                  |                  |                  |
| <b>Non-cash items included in Annual Surplus (Deficit)</b>                                     |                  |                  |                  |                  |                  |
| Amortization on Tangible Capital Assets  | 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)          |
| <b>Cash Surplus</b>  | <b>4,729,218</b> | <b>978,113</b>   | <b>1,179,604</b> | <b>1,236,194</b> | <b>1,390,680</b> |
| <b>Cash items NOT included in Annual Surplus (Deficit)</b>                                     |                  |                  |                  |                  |                  |
| Repayment of Debt Principal  | (195,076)        | (204,446)        | (112,628)        | (89,792)         | (34,382)         |
| Capital Expenditures   | (7,980,640)      | -                | -                | -                | -                |
| Transfer from (to) Reserves  | 3,749,348        | (464,690)        | (751,687)        | (824,613)        | (1,027,813)      |
| 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)         | (98,607)         |
| <b>Financial Plan Balance</b>  | <b>(0)</b>       | <b>(0)</b>       | <b>(0)</b>       | <b>(0)</b>       | <b>(0)</b>       |

Village of Lions Bay  
2025 Draft Budget  
Revenue

Notes

|                                   | 2022 Actual                       | 2023 Actual      | 2024 Actual      | 2024 Budget      | 2025 Budget      | Increase<br>(Decrease) in<br>Budget | %        |         |
|-----------------------------------|-----------------------------------|------------------|------------------|------------------|------------------|-------------------------------------|----------|---------|
| <b>Taxation</b>                   |                                   |                  |                  |                  |                  |                                     |          |         |
| 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%    |
|                                   |                                   | <b>1,998,221</b> | <b>2,100,943</b> | <b>2,322,206</b> | <b>2,292,457</b> | <b>2,399,442</b>                    | 106,985  | 4.7%    |
| <b>Utility Fees and Rates</b>     |                                   |                  |                  |                  |                  |                                     |          |         |
| 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%    |
|                                   |                                   | <b>1,279,840</b> | <b>1,342,364</b> | <b>1,410,940</b> | <b>1,411,021</b> | <b>1,481,572</b>                    | 70,551   | 5.0%    |
| <b>Fees, Licenses and Permits</b> |                                   |                  |                  |                  |                  |                                     |          |         |
| 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          | 163,502          | 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%    |
|                                   |                                   | <b>427,225</b>   | <b>417,306</b>   | <b>336,868</b>   | <b>440,296</b>   | <b>420,421</b>                      | (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<br>(Decrease) in<br>Budget | %             |
|--|------------------|------------------|------------------|------------------|------------------|-------------------------------------|---------------|
| <b>Grants</b>                              |                  |                  |                  |                  |                  |                                     |               |
| Small Community Grant                      | 381,000          | 298,000          | 328,400          | 295,000          | 295,000          | -                                   | 0.0%          |
| Investing in Canada Infrastructure Program | -                | 59,783           | 162,690          | 1,183,585        | 4,373,419        | 3,189,834                           | 269.5%        |
| 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%        |
|  | <b>520,755</b>   | <b>1,492,761</b> | <b>1,046,955</b> | <b>2,221,236</b> | <b>4,895,980</b> | <b>2,674,744</b>                    | <b>120.4%</b> |
| <b>Other Revenue</b>                       |                  |                  |                  |                  |                  |                                     |               |
| 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          | 211,045          | 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%          |
|  | <b>273,938</b>   | <b>330,730</b>   | <b>260,587</b>   | <b>258,830</b>   | <b>304,130</b>   | <b>45,300</b>                       | <b>17.5%</b>  |
| <b>Total Revenues</b>                      | <b>4,499,979</b> | <b>5,684,105</b> | <b>5,377,556</b> | <b>6,623,839</b> | <b>9,501,545</b> | <b>2,877,705</b>                    | <b>43.4%</b>  |

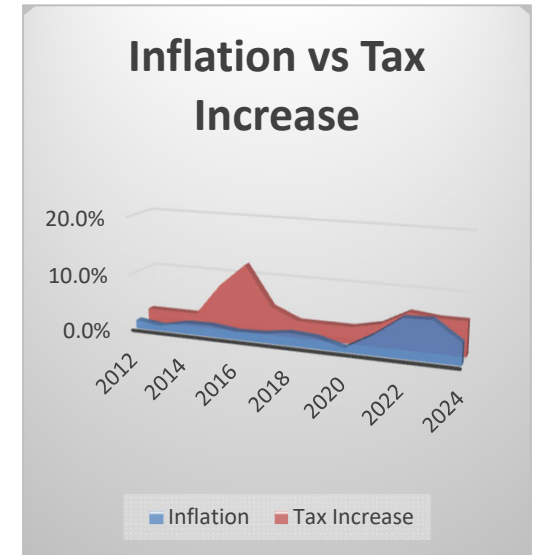
Notes

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

|   | 2024             | 2025             |  |
|---|------------------|------------------|--|
| Lions Bay Beach Park                    | 724,534          | 573,419          | (total cost \$1.07 million - 73% grant funded) |
| Klatt - Emergency Building and Retrofit | 459,051          | -                | (100% grant funded)                            |
| Universal water metering                | -                | 3,800,000        |  |
|   | <u>1,183,585</u> | <u>4,373,419</u> |  |

2024 relates to renovation of Klatt building, and the Lions Bay Beach Park project (approved funding).

15 Program funding terminates March 2024

2023 Relates to Climate Action Program grant and Growing Communities Grant. 2024 incorporates Climate Action Program grant (\$51,082), Canada Day grant (\$4,950), FireSmart grant (\$100,000), Pride Trail grant (\$70,000), Translink grant (\$315,833), UBCM grant for implementing next generation 911 (\$45,000), and Provincial grant to support implementation of housing initiatives (\$155,786).

|                             | Actual |           |         | Budget  |         |                    |
|-----------------------------|--------|-----------|---------|---------|---------|--------------------|
|                             | 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.

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

Notes

|   | 2022 Actual      | 2023 Actual      | 2024 Year to Date | 2024 Budget      | 2025 Budget      | Increase (Decrease) in Budget | %            |
|---|------------------|------------------|-------------------|------------------|------------------|-------------------------------|--------------|
| <b>Expenditures</b>                     |                  |                  |                   |                  |                  |                               |              |
| 1 Amortization                          | 340,087          | 363,807          | -                 | 479,754          | 668,347          | 188,593                       | 48.8%        |
| 2 Communications                        | 55,300           | 69,066           | 103,124           | 70,040           | 57,977           | (12,063)                      | -17.7%       |
| 3 Fiscal Charges                        | 27,751           | 14,871           | 11,734            | 19,328           | 11,918           | (7,409)                       | -33.5%       |
| 4 Insurance                             | 48,119           | 43,649           | 81,418            | 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            | 2,784             | 9,890            | 10,186           | 297                           | 2.2%         |
| 7 Material, Supplies and Equipment      | 15,341           | 20,448           | 23,723            | 18,965           | 19,534           | 569                           | 2.9%         |
| 8 Professional Fees / Contract Services | 182,878          | 251,478          | 235,980           | 125,500          | 101,915          | (23,585)                      | -14.4%       |
| 9 Salaries and Benefits                 | 824,817          | 634,553          | 767,750           | 708,765          | 774,798          | 66,033                        | 10.7%        |
| 10 Sundry                               | 3,162            | 2,149            | 2,592             | 3,918            | 3,987            | 70                            | 1.8%         |
| 11 Training / Professional Development  | 10,883           | 9,764            | 12,982            | 18,103           | 31,646           | 13,544                        | 115.3%       |
| 12 Utilities                            | 1,818            | 1,352            | 826               | 2,060            | 2,122            | 62                            | 3.1%         |
| <b>Total Expenditures</b>               | <b>1,475,256</b> | <b>1,350,424</b> | <b>1,242,914</b>  | <b>1,445,702</b> | <b>1,670,870</b> | <b>225,168</b>                | <b>17.3%</b> |

**Notes:**

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

|                                |  | COMMUNICATIONS     |                    |                    |                    |                    |                                  |
|--------------------------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|----------------------------------|
| <b>Consists of:</b>            |  | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |                                  |
| Postage & Courier              |  | 3,795              | 4,997              | 5,245              | 4,635              | 4,774              |                                  |
| Village Office Communications  |  | 665                | 735                | 733                | 2,575              | 1,277              |                                  |
| Photocopy / Printing           |  | 818                | 3,502              | 5,103              | 5,150              | 3,655              |                                  |
| Information Systems Ops & Mntc |  | 41,769             | 46,435             | 58,066             | 48,410             | 39,890             | *Sea to Sky Network Solutions    |
| Website Dev & Maintenance      |  | 3,284              | 4,525              | 3,046              | 3,605              | 3,713              | *Upandup Studios                 |
| Telephone                      |  | 4,970              | 8,873              | 30,930             | 5,665              | 4,668              | *Telus, Ring Central, Sea to Sky |
|                                |  | 55,300             | 69,066             | 103,123            | 70,040             | 57,977             |                                  |

\*Note, telephone costs for 2024 will be allocated to each department by year end adjustment

|                     |  | FISCAL CHARGES     |                    |                    |                    |                    |                 |
|---------------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|-----------------|
| <b>Consists of:</b> |  | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |                 |
| Bank Charges        |  | 5,759              | 3,247              | 2,522              | 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             | 11,734             | 19,328             | 11,918             |                 |

4 Municipal Insurance Association

5 Budget estimated with respect to prior year plus inflation

|                            |  | MAINTENANCE        |                    |                    |                    |                    |     |
|----------------------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|-----|
| <b>Consists of:</b>        |  | <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |     |
| Village Office Maintenance |  | 16,685             | 3,578              | 700                | 8,345              | 8,595              | [a] |
| Equipment Maintenance      |  | 1,915              | 927                | 2,084              | 1,545              | 1,591              |     |
|                            |  | 18,601             | 4,504              | 2,784              | 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 |                    |                    |                    |                    |  |
|----------------------------|--|--------------------------------|--------------------|--------------------|--------------------|--------------------|--|
| <b>Consists of:</b>        |  | <b>2022 Actual</b>             | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |  |
| Photocopier Lease Contract |  | 4,289                          | 5,125              | 4,901              | 4,481              | 4,615              |  |
| Office Supplies            |  | 11,052                         | 15,322             | 18,822             | 14,485             | 14,919             |  |
|                            |  | 15,341                         | 20,448             | 23,723             | 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     | 88,263      | 40,000      | 40,000      |
| 4,817                                 | 16,756      | 21,859      | -           | 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     | 235,980     | 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      | 80,486      | -           | 40,000      |
| -           | 17,019      | 1,746       | -           | -           |
| -           | 4,982       | -           | -           | -           |
| 81,136      | 116,810     | 88,263      | 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     | 654,922     | 596,378     | 627,114     |
| 108,369               | 84,089      | 112,828     | 112,387     | 147,683     |
| 824,817               | 634,553     | 767,750     | 708,765     | 774,798     |

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

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 361,962 | 103,786 | 176,020 | 165,865 | 177,448 |
| 160,915 | 136,156 | 164,516 | 162,969 | 167,374 |
| 101,653 | 118,532 | 134,949 | 103,093 | 112,390 |
| 78,334  | 114,112 | 114,798 | 102,481 | 92,618  |
| 121,953 | 146,868 | 131,048 | 137,977 | 220,967 |
| -       | 15,099  | 46,419  | 36,380  | 4,000   |
| 824,817 | 634,553 | 767,750 | 708,765 | 774,798 |

[i]  
 [ii]

[i] 2023 includes vacation payouts for previous municipal accountant

[ii] 2025 budgets for 2 full time administrative assistants

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       |
| -           | -           | 947         | 773         | 796         |
| 1,755       | 636         | -           | 1,600       | 1,600       |
| 285         | -           | -           | 515         | 530         |
| 3,162       | 2,149       | 2,592       | 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

1  
2  
3  
4  
5  
6  
7  
8  
9  
10

|                                       | 2022 Actual    | 2023 Actual      | 2024 Actual    | 2024 Budget      | 2025 Budget      | Increase<br>(Decrease) in<br>Budget | %            |
|---------------------------------------|----------------|------------------|----------------|------------------|------------------|-------------------------------------|--------------|
| <b>Expenditures</b>                   |                |                  |                |                  |                  |                                     |              |
| Communications                        | 14,980         | 18,313           | 10,679         | 15,708           | 12,943           | (2,765)                             | -17.6%       |
| Interest Payments                     | 10,743         | 15,379           | 16,274         | 10,460           | 8,441            | (2,019)                             | -19.3%       |
| Insurance                             | 12,534         | 17,097           | 2,785          | 15,179           | 18,982           | 3,804                               | 25.1%        |
| Internal Allocations                  | (15,000)       | (15,000)         | -              | (15,000)         | (15,000)         | -                                   | 0.0%         |
| Maintenance                           | 354,532        | 711,712          | 146,108        | 575,462          | 823,469          | 248,007                             | 43.1%        |
| Material, Supplies and Equipment      | 49,591         | 42,171           | 16,151         | 49,153           | 50,627           | 1,475                               | 3.0%         |
| Professional Fees / Contract Services | 52,984         | 6,162            | 73,393         | 186,500          | 46,000           | (140,500)                           | -75.3%       |
| Salaries and Benefits                 | 272,059        | 295,584          | 207,508        | 291,862          | 351,761          | 59,899                              | 20.5%        |
| Training / Professional Development   | 4,978          | -                | 369            | 6,695            | 6,896            | 201                                 | 3.0%         |
| Utilities                             | 7,856          | 7,185            | 4,925          | 8,034            | 8,275            | 241                                 | 3.0%         |
| <b>Total Expenditures</b>             | <b>765,258</b> | <b>1,098,602</b> | <b>478,192</b> | <b>1,144,052</b> | <b>1,312,395</b> | <b>168,343</b>                      | <b>14.7%</b> |

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       | 9,633       | 9,373       | 7,723       |
| 6,102          | 8,390       | 1,046       | 6,335       | 5,220       |
| 14,980         | 18,313      | 10,679      | 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       | 5,524       | 3,210       | 1,191       |
| 10,743            | 15,379      | 16,274      | 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      | 34,443      | 103,750     | 68,523      |
| Roads                             | 6,117       | 331,449     | 53,962      | 20,600      | 170,406     |
| Street Lighting                   | 8,128       | 7,084       | 14,492      | 6,671       | 9,560       |
| 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       |
| Roads Winter Maintenance          | 20,692      | 8,946       | 9,741       | 20,500      | 20,500      |
| Railroad Crossings Maintenance    | 21,798      | 7,200       | 13,759      | 22,000      | 22,000      |
| Bridge Maintenance                | 229,151     | 297,958     | 1,118       | 332,000     | 324,616     |
| Drainage                          | 2,651       | 204         | 97          | 5,150       | 5,305       |
| Works Building & Yard Maintenance | 10,306      | 7,364       | 5,646       | 25,885      | 22,562      |
| Road Vegetation/Brush             | 3,516       | 11,441      | -           | 14,626      | 155,065     |
|                                   | 354,532     | 711,712     | 146,108     | 575,462     | 823,469     |

[a]

[b]

[c]

\*Salt

[d]

\*Mini Recycling depot

\*Dangerous Trees work

[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                              | -           | 12,965      | 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       | 7,335       | 25,750      | 68,523      |
|                               | 42,291                             | 29,620      | 34,443      | 103,750     | 68,523      |

[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]

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      | 12,633      | 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      | 16,151      | 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       | 73,393      | 186,500     | 46,000      |
| 52,984                               | 6,162       | 73,393      | 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 |

2025 budget relates to rebudget of hydrant maintenance and treatment plant recalibrations

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     | 107,259     | 249,052     | 293,138     |
| 19,861                | 7,308       | 8,533       | -           | -           |
| 9,437                 | 8,711       | 7,363       | -           | -           |
| 77,274                | 42,471      | 50,616      | -           | -           |
| 25,101                | 7,753       | 7,867       | -           | -           |
| 25,712                | 17,273      | -           | -           | -           |
| 43,654                | 35,971      | 25,870      | 42,810      | 58,623      |
| 272,059               | 295,583     | 207,508     | 291,862     | 351,761     |

\*40% of total works labour cost

|              | SALARIES AND BENEFITS TOTAL |             |             |             |             |
|--------------|-----------------------------|-------------|-------------|-------------|-------------|
|              | 2022 Actual                 | 2023 Actual | 2024 Actual | 2024 Budget | 2025 Budget |
| Public works | 272,059                     | 295,584     | 207,508     | 291,862     | 351,761     |
| Water        | 347,128                     | 307,906     | 531,920     | 440,794     | 427,347     |
| Wastewater   | 18,059                      | 13,958      | 31,748      | 23,290      | 21,114      |
| Solid Waste  | 2,851                       | -           | -           | 9,316       | 8,446       |
| Parks        | 164,268                     | 112,932     | 182,179     | 228,243     | 126,685     |
|              | 804,366                     | 730,380     | 953,355     | 993,506     | 935,353     |

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                              | -           | 369         | 5,150       | 5,305       |
|                             | 4,978                              | -           | 369         | 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<br>(Decrease) in<br>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         |
| <b>Total Revenues</b>                   | <b>1,223,959</b> | <b>1,093,275</b> | <b>1,104,462</b> | <b>1,148,687</b> | <b>1,212,609</b> | <b>63,922</b>                       | <b>5.8%</b> |
| <b>Expenditures</b>                     |                  |                  |                  |                  |                  |                                     |             |
| 1 Amortization                          | 191,468          | 207,926          | -                | 205,884          | 233,164          | 27,280                              | 13.3%       |
| 2 Data Connectivity                     | 11,085           | 12,946           | 7,520            | 21,407           | 10,922           | (10,485)                            | -49.0%      |
| 3 Interest Payments                     | 67,555           | 67,954           | 87,202           | 67,954           | 87,202           | 19,248                              | 28.3%       |
| 4 Insurance                             | 39,769           | 49,218           | 53,908           | 50,202           | 51,206           | 1,004                               | 2.0%        |
| 5 Maintenance                           | 123,972          | 74,033           | 111,380          | 81,370           | 91,811           | 10,441                              | 12.8%       |
| 6 Materials, Supplies and Equipment     | 50,970           | 21,120           | 10,852           | 52,938           | 32,849           | (20,089)                            | -37.9%      |
| 7 Professional Fees / Contract Services | 79,048           | 17,138           | 25,109           | 97,300           | 94,609           | (2,691)                             | -2.8%       |
| 8 Salaries and Benefits                 | 347,128          | 307,906          | 531,920          | 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            | 3,662            | 5,923            | 6,100            | 178                                 | 3.0%        |
| 11 Utilities                            | 12,205           | 17,009           | 12,812           | 16,738           | 17,240           | 502                                 | 3.0%        |
| 1 Internal Allocations                  | 55,000           | 66,716           | -                | 69,325           | 71,405           | 2,080                               | 3.0%        |
| <b>Total Expenditures</b>               | <b>1,002,165</b> | <b>860,324</b>   | <b>859,996</b>   | <b>1,129,209</b> | <b>1,144,147</b> | <b>14,938</b>                       | <b>1.3%</b> |
| <b>Surplus / (Deficit)</b>              | <b>221,794</b>   | <b>232,951</b>   | <b>244,466</b>   | <b>19,477</b>    | <b>68,462</b>    |                                     |             |

| 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       | 3,322       | 4,017       | 3,310       |
| 5,275             | 4,877       | 3,470       | 15,433      | 5,596       |
| 1,951             | 1,091       | 728         | 1,957       | 2,016       |
| 11,085            | 12,946      | 7,520       | 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      | 60,200      |
| 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      | 87,202      |

\*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      | -           | 2,957       | -           | -           |
| 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         | 2,212       | -           | -           |
| 4,792       | -           | 2,717       | 5,150       | 5,305       |
| 33,797      | 39,933      | 74,294      | 36,050      | 45,132      |
| 20,965      | 12,724      | 15,425      | 5,150       | 5,305       |
| 123,972     | 74,033      | 111,380     | 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

| <b>MATERIALS, SUPPLIES, EQUIPMENT</b> |                    |                    |                    |                    |
|---------------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>                    | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 205                                   | -                  | -                  | -                  | -                  |
| 142                                   | 310                | 553                | 773                | 796                |
| 6,580                                 | 1,228              | 920                | 5,150              | 5,305              |
| 7,142                                 | 92                 | -                  | 3,605              | 3,713              |
| 20,798                                | 16,708             | 8,307              | 15,450             | 15,914             |
| -                                     | -                  | -                  | 5,150              | -                  |
| 5,345                                 | 2,069              | 327                | 2,060              | 2,122              |
| 10,756                                | 712                | 745                | 20,750             | 5,000              |
| 50,970                                | 21,120             | 10,852             | 52,938             | 32,849             |

\*UV Sensors

7

**Consists of:**

Consultants  
 Engineering  
 Contractors  
 Rock Slope Remediation  
 Water Testing

| <b>PROFESSIONAL FEES, CONTRACT SERVICES</b> |                    |                    |                    |                    |
|---|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>                          | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| -   | -                  | -                  | 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              | 22,308             | 10,300             | 10,609             |
| 79,048                                      | 17,138             | 25,109             | 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

| <b>SALARIES AND BENEFITS</b> |                   |                    |                    |                    |
|------------------------------|-------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>           | <b>2023Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 158,976                      | 134,630           | 241,258            | 331,341            | 292,384            |
| 54,634                       | 52,516            | 101,343            | -                  | -                  |
| 73,264                       | 77,101            | 109,863            | 49,520             | 72,629             |
| -                            | 899               | 3,327              | -                  | -                  |
| 50,413                       | 34,826            | 64,868             | 44,963             | 52,036             |
| 9,840                        | 7,933             | 11,261             | 14,971             | 10,297             |
| 347,128                      | 307,906           | 531,920            | 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       | 3,404       | 4,120       | 4,244       |
| 1,341                              | 218         | 258         | 1,803       | 1,857       |
| 5,956                              | 2,256       | 3,662       | 5,923       | 6,100       |

11

BC Hydro

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

Notes

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6

|                                       | 2022 Actual    | 2023 Actual    | 2024 Actual    | 2024 Budget    | 2025 Budget    | Increase<br>(Decrease) in<br>Budget | %             |
|---------------------------------------|----------------|----------------|----------------|----------------|----------------|-------------------------------------|---------------|
| <b>Expenditures</b>                   |                |                |                |                |                |                                     |               |
| Grants                                | 4,176          | 9,600          | 6,600          | 8,400          | 10,900         | 2,500                               | 29.8%         |
| Maintenance                           | 59,984         | 75,537         | 126,485        | 63,554         | 60,845         | (2,708)                             | -4.3%         |
| Material, Supplies and Equipment      | 57,128         | 12,700         | 26,225         | 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        | 182,179        | 228,243        | 126,685        | (101,558)                           | -44.5%        |
| Sundry                                | 6,670          | 3,480          | 3,363          | 3,383          | 3,433          | 50                                  | 1.5%          |
| Communications                        | -              | -              | 2,054          | -              | -              | -                                   | 0.0%          |
| Utilities                             | 8,187          | 7,529          | 8,019          | 9,270          | 9,548          | 278                                 | 3.0%          |
| <b>Total Expenditures</b>             | <b>311,483</b> | <b>245,729</b> | <b>357,597</b> | <b>352,870</b> | <b>255,067</b> | <b>(97,803)</b>                     | <b>-27.7%</b> |

**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       | 789         | 1,545       | 1,591       |
| 12,113      | 11,555      | 20,610      | 12,360      | 12,731      |
| 2,849       | 2,808       | -           | 2,150       | 2,215       |
| 24,652      | 29,372      | 67,185      | 21,929      | 22,421      |
| 59,984      | 75,537      | 126,485     | 63,554      | 60,845      |

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

- [a] 2024 - Log removal, fencing
- [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       | 22,212      | 20,600      | 18,618      |
| 2,111                          | 52          | 2,292       | 2,575       | 1,577       |
| 3,916                          | 2,520       | 630         | 4,330       | 2,930       |
| -                              | -           | 136         | -           | -           |
| 57,128                         | 12,700      | 26,225      | 28,020      | 23,656      |

[a]

- [a] 2022 included the purchase of Bearproof Garbage Bins. 2024 relates to porta potty rentals

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      | 93,567      | 193,282     | 104,423     |
| 20,819             | 11,917      | 23,690      | 34,961      | 22,262      |
| 58,981             | 36,816      | 64,922      | -           | -           |
| 164,260            | 112,932     | 182,179     | 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  
1  
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|                                       | 2022 Actual    | 2023 Actual    | 2024 Actual    | 2024 Budget    | 2025 Budget    | Increase<br>(Decrease)<br>in Budget | %            |
|---------------------------------------|----------------|----------------|----------------|----------------|----------------|-------------------------------------|--------------|
| <b>Expenditures</b>                   |                |                |                |                |                |                                     |              |
| Communications                        | 48,382         | 56,878         | 49,317         | 53,491         | 54,557         | 1,067                               | 2.2%         |
| Fiscal Charges                        | 169            | 56             | -              | 250            | 120            | (130)                               | n/a          |
| Interest Payments                     | 1,307          | 679            | -              | 905            | 490            | (415)                               | n/a          |
| Insurance                             | 14,535         | 19,843         | 35,346         | 20,255         | 20,660         | 405                                 | 1.1%         |
| Maintenance                           | 49,406         | 46,478         | 23,027         | 94,960         | 164,334        | 69,374                              | 301.3%       |
| Material, Supplies and Equipment      | 65,035         | 87,822         | 51,885         | 99,491         | 88,409         | (11,082)                            | -21.4%       |
| Professional Fees / Contract Services | 27,716         | -              | 4,842          | -              | -              | -                                   | n/a          |
| Salaries and Benefits                 | 123,638        | 147,183        | 97,935         | 143,753        | 144,288        | 535                                 | 0.5%         |
| Training / Professional Development   | 15,420         | 12,403         | 11,206         | 15,773         | 15,796         | 23                                  | 0.2%         |
| Utilities                             | 1,659          | 1,100          | 1,166          | 3,605          | 3,713          | 108                                 | 9.3%         |
|                                       | <b>347,267</b> | <b>372,442</b> | <b>274,724</b> | <b>432,482</b> | <b>492,368</b> | <b>59,886</b>                       | <b>21.8%</b> |

**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       | 1,742       | 3,090       | 2,546       |
| 34,764         | 44,950      | 41,168      | 36,750      | 38,588      |
| 190            | 943         | -           | 103         | 106         |
| -              | 1,743       | 1,531       | 106         | 109         |
| 2,282          | 3,514       | 865         | 3,090       | 2,546       |
| 6,758          | 2,806       | 3,606       | 8,755       | 9,018       |
| 448            | 541         | -           | 515         | 515         |
| 835            | 607         | 405         | 876         | 917         |
| -              | (100)       | -           | -           | -           |
| 48,382         | 56,878      | 49,317      | 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         | 10,170      | 1,000       | 1,030       |
| Training pit maintenance           | 6,217       | 3,722       | 1,902       | 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      | 10,149      | 20,600      | 31,518      |
| Small Equipment Replacement/Repair | 3,202       | 201         | 395         | 8,000       | 8,240       |
| Emergency Building Fire Costs      | 8,132       | 6,887       | -           | -           | 7,725       |
| Reserve for fire truck             | -           | -           | -           | 50,000      | 100,000     |
|                                    | 49,406      | 46,478      | 23,027      | 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      | 4,422       | 8,000       | 10,000      |
| Office Supplies              | 946                            | 1,744       | 531         | 1,545       | 1,591       |
| Misc - Scene Lights          | 1,947                          | 2,037       | -           | 3,605       | 3,713       |
| Protective Clothing          | 9,501                          | 7,165       | 5,728       | 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      | 9,345       | 13,596      | 14,004      |
| Supplies-Pit training area   | 813                            | -           | 624         | 1,545       | 1,591       |
| Hoses and Fittings           | -                              | 2,724       | -           | 3,090       | 3,183       |
| Misc - Training Meals        | 7,622                          | 13,087      | 11,113      | 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       | 16,284      | 3,605       | 3,713       |
|                              | 65,035                         | 87,822      | 51,885      | 99,491      | 88,409      |

\*Turn-out gear

\*defibrillators, Citizens Services

\*Diesel cost allocation

**Accompanying Notes**

7

**Consists of:**

Contract Services - Fire Study

| <b>PROFESSIONAL FEES / CONTRACT SERVICES</b> |                    |                    |                    |                    |
|--|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>                           | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 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

| <b>SALARIES AND BENEFITS</b> |                    |                    |                    |                    |
|------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>           | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 5,000                        | 9,530              | 5,576              | 5,000              | 5,000              |
| 8,219                        | 10,891             | 8,433              | 10,034             | 10,508             |
| 2,566                        | -                  | -                  | -                  | -                  |
| 1,715                        | 2,166              | 1,525              | 1,749              | 1,749              |
| 26,488                       | 34,544             | 33,800             | 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             | 18,525             | 20,800             | 20,800             |
| 123,638                      | 147,183            | 97,935             | 143,753            | 144,288            |

\*Fire chief

9

**Consists of:**

Travel  
 Courses & Seminars  
 Association Dues  
 Courses & Training

| <b>TRAINING AND PROFESSIONAL DEVELOPMENT</b> |                    |                    |                    |                    |
|--|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>                           | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| -  | -                  | 217                | 515                | 530                |
| -  | -                  | -                  | -                  | -                  |
| 75   | 75                 | 75                 | 258                | 265                |
| 15,345                                       | 12,328             | 10,914             | 15,000             | 15,000             |
| 15,420                                       | 12,403             | 11,206             | 15,773             | 15,796             |

[a]

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

10

**Consists of:**

Utilities

| <b>UTILITIES</b>   |                    |                    |                    |                    |
|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 1,659              | 1,100              | 1,166              | 3,605              | 3,713              |



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

Notes

1  
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5

|  | 2022 Actual    | 2023 Actual    | 2024 Actual    | 2024 Budget    | 2025 Budget    | Increase<br>(Decrease) in<br>Budget | %           |
|--|----------------|----------------|----------------|----------------|----------------|-------------------------------------|-------------|
| Garbage User Fees                          | 201,149        | 211,576        | 221,608        | 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         | 29,186         | 26,990         | 26,990         | -                                   | 0.0%        |
| Prompt Payment Discounts                   | (5,449)        | (4,804)        | (5,175)        | (5,644)        | (5,926)        |                                     |             |
| <b>Total Revenues</b>                      | <b>206,745</b> | <b>237,109</b> | <b>245,774</b> | <b>244,716</b> | <b>255,602</b> | <b>11,168</b>                       | <b>4.6%</b> |
| <b>Expenditures</b>                        |                |                |                |                |                |                                     |             |
| Mini-recycling depot                       | 1,500          | 1,508          | -              | 6,825          | 11,000         | 4,175                               | 61.2%       |
| Collection Contract                        | 57,868         | 62,104         | 56,997         | 61,153         | 62,988         | 1,835                               | 3.0%        |
| Recycle Removal Contract                   | 53,866         | 47,846         | 62,306         | 62,101         | 63,964         | 1,863                               | 3.0%        |
| Green Waste Contract                       | 73,203         | 73,073         | 72,096         | 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%        |
| <b>Total Expenditures</b>                  | <b>198,788</b> | <b>194,031</b> | <b>191,399</b> | <b>227,916</b> | <b>237,289</b> | <b>9,373</b>                        | <b>4.1%</b> |
| <b>Surplus / (Deficit)</b>                 | <b>7,957</b>   | <b>43,079</b>  | <b>54,375</b>  | <b>16,800</b>  | <b>18,313</b>  |                                     |             |

**Notes**

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

| Increase in<br>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  
3  
4

|                                       | 2022 Actual    | 2023 Actual    | 2024 Actual    | 2024 Budget    | 2025 Budget    | Increase<br>(Decrease) in<br>Budget | %      |
|---------------------------------------|----------------|----------------|----------------|----------------|----------------|-------------------------------------|--------|
| <b>Expenditures</b>                   |                |                |                |                |                |                                     |        |
| Communications                        | 2,571          | 4,922          | 17,805         | 2,781          | 2,292          | (489)                               | -17.6% |
| Material, Supplies and Equipment      | 35,173         | 35,168         | 43,253         | 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        | 120,697        | 122,881        | 123,254        | 372                                 | 0.3%   |
| Training / Professional Development   | 180            | 80             | 690            | -              | 1,400          | 1,400                               | n/a    |
| <b>Total Expenditures</b>             | <b>147,663</b> | <b>156,316</b> | <b>182,712</b> | <b>177,761</b> | <b>178,882</b> | <b>1,121</b>                        | 0.6%   |

Notes

**Accompanying Notes**

1

**Consists of:**

Telephone & Communication

| <b>COMMUNICATIONS</b> |                    |                    |                    |                    |
|-----------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>    | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 2,571                 | 4,922              | 17,805             | 2,781              | 2,292              |

\*Telus, Sea to Sky Network

2024 includes costs related to transition to Telus fully managed; the additional costs (~\$12k) will be allocated to each department

2

**Consists of:**

Bylaw Uniforms

Bylaw - Parking software and meters

Bylaw - Parking Supplies

| <b>MATERIALS, SUPPLIES, EQUIPMENT</b> |                    |                    |                    |                    |
|---------------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>                    | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 1,003                                 | 93                 | 1,816              | 250                | 250                |
| 34,170                                | 34,000             | 41,437             | 44,599             | 45,937             |
| -                                     | 1,076              | -                  | -                  | -                  |
| 35,173                                | 35,168             | 43,253             | 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

| <b>PROFESSIONAL FEES / CONTRACT SERVICES</b> |                    |                    |                    |                    |
|--|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>                           | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 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

| <b>SALARIES AND BENEFITS</b> |                    |                    |                    |                    |
|------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>           | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 93,225                       | 100,327            | 107,818            | 103,954            | 114,411            |
| 10,575                       | 8,842              | 12,879             | 10,165             | 8,470              |
| 103,801                      | 109,169            | 120,697            | 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<br>(Decrease) in<br>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%         |
| <b>Total Revenues</b>                 | <b>177,989</b> | <b>187,289</b> | <b>184,021</b> | <b>191,797</b> | <b>196,457</b> | <b>4,660</b>                        | <b>2.4%</b>  |
| <b>Expenditures</b>                   |                |                |                |                |                |                                     |              |
| 1 Amortization                        | 36,200         | 36,200         | -              | 36,200         | 36,200         | -                                   | 0.0%         |
| Communications                        | 883            | 2,186          | 1,981          | 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         | 32,258         | 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         | 31,748         | 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          | 1,895          | 3,090          | 3,183          | 93                                  | 3.0%         |
| 1 Internal Allocations                | 4,000          | 4,000          | -              | 4,000          | 4,000          | -                                   | 0.0%         |
| <b>Total Expenditures</b>             | <b>107,195</b> | <b>92,608</b>  | <b>75,079</b>  | <b>108,711</b> | <b>152,066</b> | <b>43,354</b>                       | <b>39.9%</b> |

**Notes**

Wastewater - Revenue

Wastewater - Expenditures

Sewer - Surplus

|  | Increase in<br>Sewer Rate | Revenue | \$ Increase |
|--|---------------------------|---------|-------------|
|  | 5%                        | 90,487  |             |
|  | 6%                        | 91,349  | 862         |
|  | 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      | 28,788      | 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      | 32,258      | 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      | 28,448      | 19,723      | 17,404 |
| Employees Benefits - Sewer | 3,266       | 1,800       | 3,300       | 3,567       | 3,710  |
|                            | 18,059      | 13,958      | 31,748      | 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<br>(Decrease) in<br>Budget | %            |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|-------------------------------------|--------------|
| <b>Expenditures</b>              |               |               |               |               |               |                                     |              |
| 1 Council Communication          | 2,276         | 4,197         | 2,860         | 2,266         | 1,973         | (293)                               | -12.9%       |
| Office Supplies                  | 155           | 500           | 643           | 200           | 200           | -                                   | 0.0%         |
| 2 Salaries and Benefits          | 53,202        | 54,454        | 57,771        | 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         | 10,334        | 12,000        | 10,300        | (1,700)                             | -14.2%       |
| 6 Association Dues / Memberships | 1,559         | 2,068         | 1,533         | 1,494         | 1,538         | 45                                  | 3.0%         |
| 7 Travel                         | -             | 1,266         | 472           | 500           | 515           | 15                                  | 3.0%         |
| <b>Total Expenditures</b>        | <b>80,080</b> | <b>93,157</b> | <b>74,730</b> | <b>84,926</b> | <b>82,488</b> | <b>(2,739)</b>                      | <b>-3.2%</b> |

**Notes**

**Accompanying Notes**

1

**Consists of:**

Council Communication  
Council Publications & Postage

| <b>COUNCIL COMMUNICATION</b> |                    |                    |                    |                    |
|------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>           | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 1,761                        | 3,579              | 2,860              | 1,751              | 1,443              |
| 515                          | 618                | -                  | 515                | 530                |
| <b>2,276</b>                 | <b>4,197</b>       | <b>2,860</b>       | <b>2,266</b>       | <b>3,973</b>       |

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

| <b>SALARIES AND BENEFITS</b> |                    |                    |                    |                    |
|------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>           | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 50,576                       | 51,733             | 54,776             | 56,215             | 57,620             |
| 978                          | -                  | 2,995              | -                  | -                  |
| 1,648                        | 2,721              | -                  | 1,752              | 1,841              |
| <b>53,202</b>                | <b>54,454</b>      | <b>57,771</b>      | <b>57,967</b>      | <b>59,461</b>      |

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

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

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

| <b>CONFERENCES AND CONVENTIONS</b> |                    |                    |                    |                    |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>                 | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 1,124                              | 4,612              | 9,232              | 10,000             | 10,300             |
| -                                  | -                  | 1,102              | 2,000              | -                  |
| <b>1,124</b>                       | <b>4,612</b>       | <b>10,334</b>      | <b>12,000</b>      | <b>10,300</b>      |

\*LGMA, UBCM

6

**Consists of:**

Association Dues / Memberships

| <b>ASSOCIATION DUES, MEMBERSHIPS</b> |                    |                    |                    |                    |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b>                   | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| 1,559                                | 2,068              | 1,533              | 1,494              | 1,538              |

7

**Consists of:**

Travel

| <b>TRAVEL</b>      |                    |                    |                    |                    |
|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>2022 Actual</b> | <b>2023 Actual</b> | <b>2024 Actual</b> | <b>2024 Budget</b> | <b>2025 Budget</b> |
| -                  | 1,260              | 472                | 500                | 515                |



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

Notes

1  
2  
3  
4  
5  
6  
7

|                                       | 2022 Actual   | 2023 Actual   | 2024 Actual    | 2024 Budget   | 2025 Budget   | Increase<br>(Decrease) in<br>Budget | %            |
|---------------------------------------|---------------|---------------|----------------|---------------|---------------|-------------------------------------|--------------|
| <b>Expenditures</b>                   |               |               |                |               |               |                                     |              |
| 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         | 452            | 10,000        | 25,037        | 15,037                              | 150.4%       |
| Maintenance/EOC Batanni Creek Slide   | 18,617        | 7,235         | 97,952         | 6,225         | 6,412         | 187                                 | 3.0%         |
| Material, Supplies and Equipment      | 4,788         | 5,464         | 1,175          | 3,060         | 3,122         | 62                                  | 2.0%         |
| Professional Fees / Contract Services | 25,900        | 44,823        | 20,900         | 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%         |
| <b>Total Expenditures</b>             | <b>74,095</b> | <b>79,885</b> | <b>126,673</b> | <b>69,096</b> | <b>82,296</b> | <b>13,200</b>                       | <b>19.1%</b> |

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  
Battani Creek Slide  
Emergency Building - Ambulance Costs

| MAINTENANCE |             |             |             |             |
|-------------|-------------|-------------|-------------|-------------|
| 2022 Actual | 2023 Actual | 2024 Actual | 2024 Budget | 2025 Budget |
| 17,530      | 1,515       | 10,127      | 2,105       | 2,168       |
| -           | -           | 87,517      | -           | -           |
| 1,088       | 5,720       | 308         | 4,120       | 4,244       |
| 18,617      | 7,235       | 97,952      | 6,225       | 6,412       |

Battani Creek Slide costs are subject to reimbursement from the province.

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<br>(Decrease) in<br>Budget | %            |
|---|---------------|---------------|---------------|---------------|---------------|-------------------------------------|--------------|
| <b>Expenditures</b>                     |               |               |               |               |               |                                     |              |
| 1 Communications                        | 4,559         | 1,664         | 174           | 4,378         | 2,235         | (2,143)                             | -48.9%       |
| 2 Professional Fees / Contract Services | 11,868        | 6,588         | 3,396         | 8,676         | 8,936         | 260                                 | 3.0%         |
| 3 Salaries and Benefits                 | 27,270        | 29,311        | 38,869        | 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%       |
|   | <b>44,908</b> | <b>39,853</b> | <b>43,145</b> | <b>51,173</b> | <b>49,536</b> | <b>(1,636)</b>                      | <b>-3.2%</b> |

**Notes**

Accompanying 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         | 174         | 1,288       | 1,061       |
| 2,252          | -           | -           | 1,854       | 156         |
| 1,005          | 1,095       | -           | 1,236       | 1,018       |
| 4,559          | 1,664       | 174         | 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         | 87          | -           | -           |
| 106                                  | 254         | 809         | 258         | 265         |
| 11,447                               | 5,534       | 2,500       | 8,418       | 8,671       |
| 11,868                               | 6,588       | 3,396       | 8,676       | 8,936       |

\*Housing needs report

2022: Slope assessments, Surveying, Greenhouse Gas assessments. 2023: Slope assessment, and Surveying. 2024: Housing Needs

3

Building inspector salary

4

Relates to courses and association dues

5

Contribution to OCP reserve

**Village of Lions Bay  
2025 Budget  
Capital Requests - Funding**

| ID         | WHOLE-VILLAGE LIKELIHOOD OF HARM ARISING |      | SEVERITY OF HARM | \$/RISK  | 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         | 8  | 6    | 79,167           | Universal water metering   | 3,800,000 | -                | 3,800,000      | -                | 3,800,000                       | -                       | -                        |                                 |
| 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 and successor projects   | 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                   |                                 |
|            |  |      |                  |  |           | <b>8,950,797</b> | <b>970,157</b> | <b>7,980,640</b> | <b>719,439</b>                  | <b>4,573,419</b>        | <b>581,500</b>           | <b>2,106,282</b>                |

|                                       |             |
|---------------------------------------|-------------|
| Capital Cost Remaining                | (7,980,640) |
| Grant funding remaining               | 4,573,419   |
| Draw from reserves (previously taxed) | 719,439     |
| Draw from reserves (current)          | 2,106,282   |
| Deferred                              | 581,500     |
|                                       | -           |

# Village of Lions Bay 5 Year Capital Expenditure Plan

|        |
|--------|
| High   |
| Medium |
| Low    |

| Capital Expenditures  | Funding<br>2025  | Next 4<br>Years |
|---|------------------|-----------------|
| <b>CUBB.3: replace 400 m of 6" cast-iron watermain from Alberta Ck - Centre</b>   | <b>1,300,000</b> |                 |
| <b>Lions Bay Beach Park Revitalization Project</b>  | <b>201,471</b>   |                 |
| <b>Bayview: design, construction to replace 50 m of CMP under road just north of School</b>                                       | <b>125,000</b>   |                 |
| <b>Project SCORE (SCada Operations Rework)</b>  | <b>95,000</b>    |                 |
| <b>Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage): review prior design for 350 m ditches and culverts</b> | <b>50,000</b>    |                 |
| <b>Oceanview from PRVs 2/3 - Highview (included): design to replace 415 m of CI watermain, drainage</b>                           | <b>0</b>         |                 |
| <b>Village Hall heat pump (Climate Action Committee)</b>  | <b>0</b>         |                 |
| <b>LBBP jetty (reduced scope):log boom only</b>   | <b>(27,189)</b>  |                 |
| Universal metering to address consequent leakage  | 0                |                 |
| pH water adjustment   | 200,000          | 225,000         |
| HiTAP (Highway Tank Alternatives Project: former Water Contingency/ASAP)  |                  |                 |
| Bylaw - Vehicle   | 45,000           |                 |
| FIRE - Command Vehicle  | 40,000           |                 |
| FIRE -Forklift/backhoe  | 45,000           |                 |
| FIRE - Electric Jaws of Life Cutters and Spreader   | 32,000           |                 |
| Bayview: design, construction to replace 50 m of CMP from #315 to Alberta Ck  |                  | 100,000         |
| Creekview.1:Design o Replace 50m 8"CI   |                  | 90,000          |
| Frontcountry toilet facilities at Missing Link to "minimise fecal contamination in the watersheds"                                |                  | 125,000         |
| 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         |
| Village hall sound system   |                  | 7,500           |
| Kuboda Side-by-side ATV for intake access   |                  | 25,000          |

|                                  |           |            |
|----------------------------------|-----------|------------|
| <b>Total Capital Expenditure</b> | 2,106,282 | 12,658,532 |
|----------------------------------|-----------|------------|

**Village of Lions Bay  
5 Year Capital Plan  
Capital Expenditure Detailsz (Public Works)**

| 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   |
|---|---------------------------------|-------------------------------------|------------------|---------------|----------------------------------|---------------------|---|
| Bayview: design, construction to replace 50 m of CMP from #315 to Alberta Ck  | 6                               | 3                                   | 100,000          | 5,556         |                                  | 10,000              |   |
| 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   |
| <b>CUBB.3: replace 400 m of 6" cast-iron watermain from Alberta Ck - Centre</b>   | <b>8</b>                        | <b>8</b>                            | <b>1,300,000</b> | <b>20,313</b> | <b>1,300,000</b>                 |                     | <b>Concept design complete</b>  |
| 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  | 6                               | 7                                   | 1,345,000        | 32,024        |                                  | 1,345,000           |   |
| <b>Project SCORE (SCada Operations Rework): Cloud alarming [done in 2024], ENSURE (Excessive NTU Shutdown Routine), zone metering, inline chlorine monitoring, MAGIIC (Magnesia Intake Instrumentation &amp; Cutout) [partly done in 2024], HII (Harvey Intake Instrumentation)</b> | 7                               | 8                                   | 300,000          | 5,357         | 95,000                           |                     | 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. |
| pH water adjustment   | 5                               | 5                                   | 200,000          | 8,000         | 200,000                          |                     |   |
| Replace PRV 4 (Upper Bayview)   | 6                               | 7                                   | 300,000          | 7,143         |                                  | 300,000             | Oldest. Part of CUBB  |
| Tidewater, Sweetwater: design, construct 100 m of CMP culvert   | 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                                   | 3,800,000        | 79,167        | 3,800,000                        |                     | Poss. MoE funding? Pref. vendor: Neptune  |
| 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   |
| <b>Totals</b>   |                                 |                                     |                  |               | <b>5,542,811</b>                 | <b>10,894,199</b>   |   |

**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   | 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)  | 16,500         | -                               | -             | 16,500                          | 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   | 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                     |
|                |   | 987,392        | 390,000                         | 10,000        | 387,392                         |                             |





**Village of Lions Bay  
2025 Budget  
Reserves**

|                                | Year | Statutory Reserves |         |           |         |               | Surplus        |            |           | Total      |
|--------------------------------|------|--------------------|---------|-----------|---------|---------------|----------------|------------|-----------|------------|
|                                |      | Infrastructure     | Capital | Land      | Gas Tax | Curly Stewart | Climate Action | Recycle BC | General   |            |
| Ending Balance                 | 2022 | 642,115            | 656,772 | 773,323   | 676,727 | 11,881        | 57,886         | -          | 2,025,865 | 4,844,569  |
| Increase (Decrease) in Surplus |      | -                  | -       | -         | -       | -             | -              | -          | 877,555   | 877,555    |
| Interest                       |      | 11,000             | 12,500  | 10,000    | 13,000  | 238           | -              | -          | (46,738)  | -          |
| Transfers                      |      | 179,878            | -       | 98,606    | 62,053  | (1,000)       | 51,082         | 28,510     | (419,129) | -          |
| Ending Balance                 | 2023 | 832,993            | 669,272 | 881,929   | 751,780 | 11,119        | 108,968        | 28,510     | 2,437,553 | 5,722,124  |
| Increase (Decrease) in Surplus |      | -                  | -       | -         | -       | -             | -              | -          | 1,390,035 | 1,390,035  |
| Interest                       |      | 11,000             | 12,500  | 10,000    | 13,000  | 320           | -              | -          | (46,820)  | -          |
| Transfers                      |      | 189,165            | 50,000  | 98,606    | -       | 70            | 149,647        | 26,500     | (513,988) | -          |
| Ending Balance                 | 2024 | 1,033,158          | 731,772 | 990,535   | 764,780 | 11,509        | 258,615        | 55,010     | 3,266,780 | 7,112,159  |
| Increase (Decrease) in Surplus |      | -                  | -       | -         | -       | -             | -              | -          | 3,868,741 | 3,868,741  |
| Interest                       |      | 11,000             | 12,500  | 10,000    | 13,000  | 320           | -              | -          | (46,820)  | -          |
| Transfers                      |      | 204,244            | 100,000 | 98,606    | -       | -             | -              | 26,500     | (429,350) | -          |
| Ending Balance                 | 2025 | 1,248,402          | 844,272 | 1,099,141 | 777,780 | 11,829        | 258,615        | 81,510     | 6,659,351 | 10,980,900 |

| Capital expenditures                  | Infrastructure | Capital   | Land      | Gas Tax   | Curly Stewart | Climate Action | General     |             |
|---------------------------------------|----------------|-----------|-----------|-----------|---------------|----------------|-------------|-------------|
| Draw from reserves (previously taxed) | -              | -         | -         | -         | -             | -              | (719,439)   | (719,439)   |
| Draw from reserves (current)          | (800,000)      | (650,000) | -         | (650,000) | (1,500)       | (200,000)      | (4,378,201) | (6,679,701) |
| Ending Reserves                       | 448,402        | 194,272   | 1,099,141 | 127,780   | 10,329        | 58,615         | 1,561,711   | 3,581,760   |

| <b>VILLAGE OF LIONS BAY FOLLOW-UP ACTION ITEM LIST</b> |                  |  |                  |               |
|--|------------------|--|------------------|---------------|
| <b>ACTION NO.</b>                                      | <b>DATE</b>      | <b>ITEM/ACTION/DESCRIPTION</b>   | <b>PERSON</b>    | <b>STATUS</b> |
| 297  | Sept 19, 2023    | CAO to complete a cost-benefit analysis on document storage options  | CAO              | On-Going      |
| 310  | Nov 7, 2023      | CAO to rescope connector project and bring back to Council   | CAO/Public Works | On-Going      |
| 311  | Nov 7, 2023      | Proceed with wayfinding signage project subject to community input   |                  | Deferred      |
| 315  | Feb 20, 2024     | Firefighting Reserve Water Policy referred to Infrastructure Committee   | DO               | In Draft      |
| 316  | Feb 20, 2024     | Water Shortage Policy  | DO               | In Draft      |
| 321  | June 18, 2024    | Staff to investigate whether the Village of Lions Bay can apply for grants and funding as a rural community.   | FO               | On-going      |
| 323  | November 6, 2024 | Joe Chirkoff, Financial Officer, to determine the feasibility of designating one vehicle to the Fire Rescue Service and the Works Department.  | FO               | Complete      |
| 326  | December 3, 2024 | Ross Blackwell, Chief Administrative Officer (CAO), will respond to the Ministry's letter expressing that Council is respecting the request of the Ministry to be updated and that Council is addressing the matter in Closed Council meetings and will share information as appropriate. (Provincial Advisor) | CAO              | On-going      |
| 328  | December 3, 2024 | Provide council with a working document of council duties (tasks, responsibilities and status).  | CAO              | On-going      |
| 330  | January 7, 2025  | Chief Administrative Officer, Ross Blackwell, will compile topic recommendations for the Union of BC Municipalities Meeting and provide to Council.  | CAO              | On-going      |
| 331  | January 7, 2025  | Chief Administrative Officer, Ross Blackwell, will research the cost implications of having two garbage trucks and/or multiple collection days to avoid staggered times.   | CAO              | In- process   |

## STAFF REPORT

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**DATE:** February 13, 2025      **FILE:**  
**TO:** Ross Blackwell, MAP, MCIP, RPP, CAO  
**FROM:** Shawna Driscoll, Administrative Assistant  
**RE:** **Tree Application #133 – 250 Oceanview Road**

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### RECOMMENDED RESOLUTION:

THAT Council approve Tree Cutting Permit Application No. 133, subject to the following:

1. For the scope of work detailed in the application;
2. 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;
3. 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 250 Oceanview Road on February 12, 2025 to review the attached application. Their minutes from the meeting are attached and there were no changes.

### DISCUSSION:

n/a

### OPTIONS:

- (1) Approve the application as presented.
- (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,

Shawna Driscoll, Administrative Assistant

Report Approved By,

Ross Blackwell, CAO  
Chief Administrative Officer

**ATTACHMENTS:**

- (1) Tree Application #133
- (2) Trees, Views, and Landscapes Committee Meeting Minutes of February 12, 2025



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

**Tree Cutting Application Form**

All fields must be completed

|                                      |                   |
|--------------------------------------|-------------------|
| Applicant's Full Name: Julia Hawkins |                   |
| Address: 250 Oceanview Rd.           |                   |
| Phone: [REDACTED]                    | Email: [REDACTED] |
| Arborist/Contractor Name: TBD        |                   |
| Phone:                               | Email:            |

|   |  |
|---|--|
| <b>Office Use Only</b>  | <b>Tree Application Number:</b> 133  |
| Received by: Shawna   | Date: Jan 31/25  |
| Amount Paid: \$75   | Cash or Cheque: cash   |
| Application Complete? (Y/N) yes   | If no, reason:   |
| Date referred to Public Works: Feb 5/25   | Date returned by Public Works: Feb 6/25<br>(See attached comments)   |
| Date Application to Tree Ctte: Feb 7/25   | Meeting Date: Feb 12/25  |
| Agenda forwarded to Tree Ctte: Feb 7/25   | Minutes received from Tree Ctte:   |
| Council Agenda Date: Feb 18/25  | Council Decision:  |
| Parties Notified: yes   |  |
| Date of Letter Notifying Applicant of Decision:<br><br>(March 1-July 31: Arborist Certification Required) | Received Damage Deposit:<br>Name of Arborist/Contractor:<br><br>Proof of WorkSafe Certificate:<br>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

---

Species/Description of Tree(s):

Dangerous, slender trees: cedar, alder, spruce

Location of Tree(s):

Along the driveway. Trees are marked with double red ribbons

*\*Trees must be clearly marked with marking tape in time for the Trees, Views and Landscapes Committee's site visit.*

Reason for Removal:

☒

Too close to property (garage, house.)  
Dead, dying or diseased  
Blocking sunlight

☒

Interfering with infrastructure (roads,  
driveway, power lines)  
Leaves causing problems  
Affecting house value  
Hazardous

Please provide additional comments which may be useful:

Please see comments below the signature on the next page.

Replanting Plan, if any (please include anticipated timeframe for completion):

New trees and shrubs will be planted before the summer.



## 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.

|                                  |  |             |
|----------------------------------|--|-------------|
| Julia Hawkins                    |  |             |
| Name of Applicant (Please Print) | Signature  | Date Signed |

### Comments:

The previous owners of the property at 250 Oceanview Road neglected to control the growth of the trees in the driveway area for 50 years. As a result, substantial trimming and tree cutting are required.

Several trees, marked with double red ribbons, have to be cut to:

- prevent destruction of waterlines
- prevent destruction of the electrically heated, very steep, driveway
- widen the driveway to allow full-size cars owned by the new owners to drive down to the garage area, as the current driveway is only wide enough for a small car used by the previous owners
- free the electric lines that rest on the tree trunks
- prevent damage to the house structure

The tree-cutting will be performed by a professional tree-cutting contractor. We are awaiting estimates and will advise as soon as the fully insured contractor is selected.

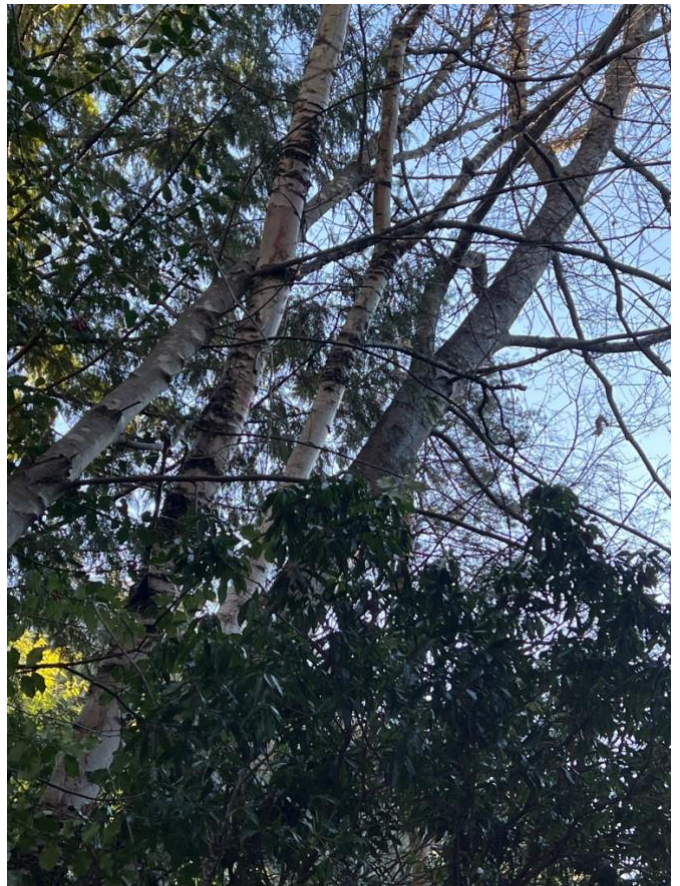
This project is fully supported by adjusting neighbours on Oceanview Road:

- 270 - Shore family
- 260 - Sredzki family
- 240 - Jack family
- 230 - Baker family
- 245 - Wang family
- 255 - Byrne family

For the record, approximately 25 years ago, one of the trees had to be cut as it uplifted and damaged the water pipe. The road surface had to be opened and excavated to ¼ of its width at the cost of over \$50,000 (it would cost ~\$150,000 today). All the expenses were covered by the Lions Bay municipality - taxpayers.



Trees on public property at 250 Oceanview Rd.





Public Works Tree Cutting Referral Comments

|   |
|---|
| Tree Cutting Application Number: 133  |
| Name of Applicant: Julia Hawkins  |
| Address of Applicant: 250 Oceanview Road  |
| Location of Trees(s); DRIVEWAY  |
| Clearly on Municipal Land: (Y/N)<br>(If no, survey required at applicant's cost) YES          |
| Location in Relation to Municipal Infrastructure (Present & Future):<br>PRIVATE WATER SERVICE |
| Location in Relation to Others' Infrastructure (Telus/Hydro Lines, etc):<br>NO                |
| Slope Stability Considerations:<br>NO   |
| Replanting Required (Y/N and recommendations, if any):<br>NO                                  |
| Traffic Management : (Y/N)<br>NO  |
| Other Considerations / Comments:<br>NO  |
| Attachments (Y/N and Description):<br>GTB   |

| <u>NAME OF APPLICANT</u> | <u>ADDRESS</u>     | <u>TREE APP #</u> | <u>COMMENTS</u> |
|--------------------------|--------------------|-------------------|-----------------|
| Julia Hawkins            | 250 Oceanview Road | 133               |                 |

| <u>AFFECTED OWNER</u> | <u>ADDRESS</u>     | <u>SUPPORT</u> | <u>OPPOSE</u> | <u>COMMENTS</u>   |
|-----------------------|--------------------|----------------|---------------|---|
| S. Jack               | 240 Oceanview Road | X              |               | I am fine with the trees being removed above 250 as long as it doesn't affect the stability of the retaining wall that borders the 250 driveway and my property on 240. |
| T. Baker              | 230 Oceanview Road | X              |               |   |
| R. Byrne              | 255 Oceanview Road | X              |               |   |
| B. Shore              | 270 Oceanview Road | X              |               |   |
| M. Szredzki           | 260 Oceanview Road | X              |               |   |
| E. Wang               | 245 Oceanview Road | X              |               |   |
|                       |                    |                |               |   |
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|                       |                    |                |               |   |



**TREES, VIEWS & LANDSCAPES COMMITTEE MEETING  
OF THE VILLAGE OF LIONS BAY  
HELD ON WEDNESDAY, FEBRUARY 12<sup>th</sup>, 2025  
ON SITE: 250 OCEANVIEW ROAD**

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MINUTES

In Attendance:

Committee:                   Chair, Simon Waterson  
                                  Mike Jury  
                                  Jay Barber  
                                  Jim Cannell  
                                  Mayor, Ken Berry

Public Participation:       None

1.     **Call to Order**  
      Chair Simon Waterson called the meeting to order at 12:30
  
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 December 11<sup>th</sup>, 2024 Trees, Views and Landscapes Committee minutes, as distributed. **CARRIED**
  
  - b)    THAT the Trees, Views and Landscapes Committee approves the January 17<sup>th</sup>, 2025 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 #133 – 250 Oceanview Road

*Committee Recommendation:*

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approve Tree Cutting Permit Application No. 133, subject to the following:

1. For the scope of work detailed in the application;
2. 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;
3. 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 12:50pm.*



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

|                   |  |                     |                    |
|-------------------|--|---------------------|--------------------|
| <b>Type</b>       | Recommendation for Decision                          |                     |                    |
| <b>Title</b>      | Curly Stewart Memorial Trust Fund Committee (CSMTFC) |                     |                    |
| <b>Author</b>     | Neville Abbott                                       | <b>Reviewed By:</b> | Jenny Hetherington |
| <b>Date</b>       | February 10, 2025                                    | <b>Version</b>      |                    |
| <b>Issued for</b> | RCM February 18, 2025                                |                     |                    |

### Resolution

*That Council reappoint Jennifer Hetherington, Nicole Strahl, Hugo van Hoogstraten, Kit McLean to the Curly Stewart Memorial Trust Fund Award Committee for 2025, and That Council authorize the committee to be formed as per the terms of reference, and That Council authorize an increase in the award to \$1,500.*

### Background

The schedule for meetings and award of the Curly Stewart scholarship is compressed and the committee would like to build in some float and get started earlier.

The early Council resolution will allow dates deadlines approved by the committee, shown below, to be moved up. This will also allow new staff unfamiliar with the some process some flexibility.

No new applicants were received.

Fund raising has been successful creating a growing fund balance for several years, the committee feels it is time to increase the award to the goal of \$1,500 one year ahead of schedule.

### Curly Stewart Dates - 2025

**January 31** - Deadline for committee members applications

**February 10 CSMTF committee meeting** - Meet with committee members - discuss available funds, fundraising, how is the information getting to schools, dates for school grads deadlines for student applications; dates for upcoming meetings/communications.

**February 18** - Council to approve new committee members

**February 18** - Council to approve any changes to finances, fundraising, application/vetting process that goes into the Village Update.

**Mar – April** - application notice to go into village update.

**May 06** - student applications deadline

**May 12** - meet to discuss the applications and award winners

**May 20** - Council to approve award winners in time for the first commencement ceremony, for Rockridge on June 8<sup>th</sup>. Inglewood not confirmed may be sooner. Committee to meet around earlier in that case.

**June 08-19** - award to be hand out at commencement ceremony followed by winner photo and village update article.

## **Commitment Required from the Village**

### **Council Support**

The CSMTFC is asking council to support the establishment of the CSMTFC Committee 2025. Appointments to be made in closed council meeting.

### **Access to the VU**

The regular sequence of notices will be required assistance from Village Staff.

### **In-kind ask.**

The Committee will require access to the Council Chambers for meetings.

### **Staff time required.**

It is not anticipated that staff time will be required, other than the actions which would normally be associated with meeting agendas and postings, the VU and awards. Council ask CAO to confirm the staff member who will perform these functions.

### **Resolution**

As per above.

### **FOLLOW UP ACTION AND COMMUNICATION**

Per Council direction.



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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|                   |  |                     |  |
|-------------------|--|---------------------|--|
| <b>Type</b>       | Recommendation for Decision              |                     |  |
| <b>Title</b>      | Community Vote for an Official City Bird |                     |  |
| <b>Author</b>     | Neville Abbott                           | <b>Reviewed By:</b> |  |
| <b>Date</b>       | February 11, 2025                        | <b>Version</b>      |  |
| <b>Issued for</b> | RCM February 18, 2025                    |                     |  |

### **Resolution**

*That Council resolves to formally accept the outcome of a community vote for an official bird and declare the chosen bird to be the avian symbol for the Village of Lions Bay*

### **Background**

Bird Friendly Cities are required to hold a community vote for an Official City Bird. It is one of the more fun elements of the program and is a great opportunity to ask residents which bird they choose to represent the community. As a reminder, the Canadian Columbine is the official flower of the Village.

Although the “Seagull” has long been used in Lions Bay, it has never been the official bird and is not a recognised bird species. While acknowledging that it will remain the historical avian symbol for the Village, the Historical Society supports the selection of an official bird to represent Lions Bay.

The Bird Friendly Team and the Society propose to hold a vote from the beginning of April to May, with the outcome being announced at the annual Bird Friendly Nature Event on World Migratory Bird Day (May 10<sup>th</sup>). The winning bird will be submitted for ratification by Council at the RCM on May 20th.

The vote will be open to all residents and the school has asked that the children be included in this exciting process.

### **Commitment Required from the Village**

#### **Council Support**

That Council will officially ratify the official bird selected.

#### **Access to the VU**

VU items will be prepared for publication in the VU.

#### **In-kind ask.**

None.

#### **Staff time required.**



None.

**Resolution**

As per above.

**FOLLOW UP ACTION AND COMMUNICATION**

As above.



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

**FACSIMILE /MESSAGE TRANSMITTAL**      **ENVOI D'UN MESSAGE PAR TÉLÉCOPIEUR**

|   |
|---|
| <b>Security Classification/Designation</b><br><b>Classification/désignation</b> |
| <b>Protected B</b>  |
| <b>Precedence - Priorité</b>  |
| <b>ROUTINE</b>  |

|  |  |  |   |                                 |  |
|--|--|--|---|---------------------------------|--|
| <b>TO A</b>                              | Village of Lions Bay<br>400 Centre Rd.<br>Lions Bay, BC<br>V0N 2E0 | <b>Date</b>                            | 2025-02-11                                      |                                 |  |
| <b>FOR YOUR INFO. POUR VOTRE INFORM.</b> | Attention: To Whom It May Concern                                  | <b>Reference No. - N° de référence</b> |   |                                 |  |
| <b>FROM DE</b>                           | Name - Nom<br>Sea to Sky RCMP- Squamish                            | <b>Your File - Votre n° de dossier</b> |   |                                 |  |
|  | Div. Sub-Div. - S.-div. Branch - Service                           | <b>Our File - Notre n° de dossier</b>  |   |                                 |  |
|  | E  | <b>FIRS ORI IND SRRJ</b>               | <b>CPIC ORI IND CIPC</b>                        | <b>OSR - RSO</b>                |  |
|  | Section Records  | <b>Unit - Unité Disclosure</b>         | <b>Unit Coll. - Code d'interclass. de serv.</b> |                                 |  |
| <b>SENDER - EXPÉDITEUR</b>               |  | <b>RECIPIENT - DESTINATAIRE</b>        |   |                                 |  |
| Fax No. - N° de téléc.                   | Tel. No. - N° de tél.  | Fax No. - N° de téléc.                 | Bus. Tel. No. - N° de tél. bur.                 | Res. Tel. No. - N° de tél. rés. |  |
| 604-892-6140                             | 604-892-6100   | 604-921-6643                           |   |                                 |  |

**SUBJECT** Information Request  
**OBJET**

Total number of pages including this one:  
Nombre total de pages, y comprise celle-ci : **3**

**COMMENTS**  
**COMMENTAIRES**

Good afternoon,

Please see the attached information.

Warm regards,

Records / Sea to Sky RCMP-Squamish

This message is intended for the use of the addressee. Disclosure of message content may breach one or more laws. If you have received this communication in error, notify the sender immediately by telephone.

Cette communication est exclusivement destinée à qui elle est adressée. La divulgation de son contenu peut constituer une infraction à une ou plusieurs lois. Si vous avez reçu cette communication par erreur, veuillez en aviser immédiatement l'expéditeur par téléphone.

|   |             |                     |   |                                 |
|---|-------------|---------------------|---|---------------------------------|
| <b>Operator - Opérateur</b>                 |             |                     | <b>Telephone No. - N° de téléphone</b>                    | <b>Daily No. - N° quotidien</b> |
| <b>TO BE DELIVERED BY À LIVRER D'ICI LE</b> | <b>Date</b> | <b>Time - Heure</b> | <b>Authorizing Signature - Signature de l'approbateur</b> | <b>Date</b>                     |
| <b>REPLY REQUIRED BY RÉPONSE D'ICI LE</b>   |             |                     |   | 2025-02-11                      |



Royal Gendarmerie  
Canadian royale  
Mounted du  
Police Canada

Security Classification/Designation  
Classification/désignation sécuritaire

**Unclassified**

S/Sgt Gareth BRADLEY  
Operations Commander Sea to Sky RCMP  
1000 Finch Drive  
Squamish, BC  
V8B 0M5

Your File Votre référence

Village of Lions Bay  
400 Centre Road  
Lions Bay, BC  
V0N 2E0

Our File Notre référence

2025-01-30

To whom it may concern,

**Lions Bay Activity Report**  
**Report period: November and December 2024**

The following is a list describing Calls for Service to the RCMP from in and around the area of Lions Bay.

**HWY 99 (within boundaries of Lions Bay):**

Traffic - Moving x 12 / Unspecified Assistance x 2 Criminal Negligence x 1  
Collision - Damage Over/Under \$10000 x 5 / Non-fatal x 1 / Check well-being x 2  
Coroners Act x 1 / Emergency & Disaster Act x 1 / Theft of Auto over \$5000 x 1  
Debris, broken down vehicle or pedestrians on Hwy (Prevention of Collision) x 9

**35 Calls for Service**

**Lions Bay Village:**

Fraud Over/Under \$5000 x 3 / Mischief x 1 / False Alarms x 2  
Suspicious Person/Vehicle x 1 / Utter Threats x 1 / Assault x 1  
Breach of Peace x 2 / Stranded Person x 2 / Mental Health Act x 1  
Unspecified Assist x 1 / Check Well-being x 1 / Traffic Moving/Non Moving x 2

**18 Calls for Service**

**Total = 53**

Should you have any questions, please do not hesitate to contact the Squamish RCMP Detachment at (604)892-6100.

Kind regards,

S/Sgt. G. (Gareth) BRADLEY  
Operations Commander Sea to Sky RCMP

/kw



Royal Canadian Mounted Police Gendarmerie royale du Canada

Security Classification/Designation Classification/désignation sécuritaire

Protected A

S/Sgt Gareth BRADLEY
Operations Commander Sea to Sky RCMP
1000 Finch Drive
Squamish, BC
V8B 0M5

Your File Votre référence

Village of Lions Bay
400 Centre Road
Lions Bay BC
V0N 2E0

Our File Notre référence

2025-01-30

To Whom it May Concern,

Village of Lions Bay False Alarm Report: November and December 2024

To assist the Village of Lions Bay the following is a list of False Alarms that were attended by the RCMP and confirmed to be false:

Table with 3 columns: DATE, FILE #, ADDRESS. Contains two rows of false alarm data with redacted addresses.

Should you have any questions, please do not hesitate to contact the RCMP Sea to Sky Detachment - Squamish at 604-892-6100.

Kind regards,

Handwritten signature of S/Sgt. G. (Gareth) BRADLEY

S/Sgt. G. (Gareth) BRADLEY
Operations Commander Sea to Sky RCMP
1000 Finch Drive
Squamish, B.C.

/kw

## Correspondence Listing

---

| <b>General Correspondence:</b>  |  |   |
|---------------------------------|--|---|
| <b>Date Rec'd</b>               | <b>FROM</b>  | <b>TOPIC</b>  |
| 01-21-2025                      | Jan Simpson CUPW                                   | Industrial Inquiry Commission Reviewing Canada Post |
| 01-23-2025                      | Chris Alemany Society of Open Social Servers of BC | SocialBC.ca   |
| 01-29-2025                      | Ruth Teka Metro Van                                | 2023 Annual Performance Monitoring Report           |
| 02-01-2025                      | City of Surrey                                     | Month SIT Report                                    |
| 02-04-2025                      | Phil Perras  | Emerg. Services Reform and Local Gov.               |
| 02-12-2025                      | CN Rail  | CN Rail Safety Ambassador Letter                    |
| <b>Resident Correspondence:</b> |  |   |
| <b>Date Rec'd</b>               | <b>FROM</b>  | <b>TOPIC</b>  |
| 01-20-2025                      | P Nelson   | Concerns RE: Proposed Beach Park Design             |
| 01-22-2025                      | N Umwelt   | Beach Park Design Delegation                        |
| 01-22-2025                      | N Umwelt   | Attractant management - Increase Fleet Size         |

**From:** Marty Le Gallez <[mlegallez@cupw-sttp.org](mailto:mlegallez@cupw-sttp.org)>  
**Sent:** January 21, 2025 11:08 AM  
**To:** Ken Berry <[mayor.berry@lionsbay.ca](mailto:mayor.berry@lionsbay.ca)>  
**Subject:** Industrial Inquiry Commission Reviewing Canada Post



377, rue Bank Street  
Ottawa, Ontario K2P 1Y3  
tel./tél. 613 236 7238  
fax/télé. 613 563 7861  
[www.cupw-sttp.org](http://www.cupw-sttp.org)



*CUPW respectfully acknowledges this office is located on the traditional unceded territory of the Anishinaabeg People.*

*Le STTP reconnaît, en tout respect, que son bureau est situé sur le territoire traditionnel et non cédé des peuples anishinaabés.*

## **BY EMAIL AND MAIL**

January 16, 2025

Ken Berry, Mayor  
Village of Lions Bay  
Box 141 400 Centre Rd  
Lions Bay, BC V0N 2E0

Dear Ken Berry:

### **RE: Industrial Inquiry Commission Reviewing Canada Post**

As you may know, the Canada Industrial Relations Board, as instructed by the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission led by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

The Commission has been tasked with reviewing the obstacles to negotiated collective agreements, as well as making recommendations about the future structure of Canada Post. The Commission has until May 15, 2025, to submit its final report to the government.

While time is extremely short, the good news is that there is an opportunity for you to make a submission as part of the Commission's public review. CUPW would like to ensure that the views of municipalities are considered. Therefore, if at all possible, we would like you to provide input to the Commission.

During the last public review on the mandate of Canada Post in 2016, the active engagement of municipalities was critical in the decision to maintain door-to-door delivery

and immediately stop the further rollout of community mailboxes. However, there is nothing to stop the Commission from making recommendations to bring that back or to suggest other cutbacks.

We have enclosed a sample resolution that your municipality can adopt about making a submission to the Commission, expanding services at the public post office, and the need for more robust public stakeholder consultation. We have also included a document with some suggested themes to consider for your written submission. If you can, please let us know if you plan to participate, pass a resolution, and can send us copies of the materials you submit.

### **Upcoming Federal Election**

We also find ourselves in a period of federal political uncertainty, with the possibility of a federal election only months away. This will raise public discussion and debates on many issues affecting the public and all municipalities.

In all likelihood, it will be the next federal government that will determine what will be done with the Commission's report.

In the run-up to the federal election, we urge you to question the political parties on their intentions for Canada Post, and insist they make clear their public commitments regarding the following issues:

- Preserving our universal and public postal service;
- Maintaining the moratorium on post office closures;
- Maintaining door-to-door mail delivery; and,
- Establishing postal banking to offset the loss of financial services in many communities.

Thank you very much for considering our request. There's a lot at stake and we appreciate anything you can do to help. CUPW is confident that we can build on our past success and convince the Commission to recommend against service cuts, to maintain good jobs in our communities, expand services that generate additional revenues to keep Canada Post self-sustaining and allow us to build a universal, affordable and green public postal system for future generations.

For more information, please visit [deliveringcommunitypower.ca](http://deliveringcommunitypower.ca) or contact Brigitte Klassen at [bklassen@cupw-sttp.org](mailto:bklassen@cupw-sttp.org).

Sincerely,



Jan Simpson  
National President

Encl.

c.c. National Executive Committee, Regional Executive Committees, Regional and  
National Union Representatives, CUPW Locals, Specialists





## Canada Post is Under Review through Section 108 of the *Canada Labour Code*

As you may know, the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post just before the holiday break, ordering CUPW members to return to work under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission lead by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

It will review Canada Post's financial situation, the possible diversification or alteration of delivery models, Canada Post's viability as it is currently configured, as well as bargaining issues, including full-time employment, health and safety and job security and produce a report not later than May 15, 2025. Accordingly, Kaplan's "recommendations may include amendments to the collective agreement, and any other changes to be implemented, including the structures, rights and responsibilities of the parties in the collective bargaining process."

### The Commission is Seeking Input

We have an incredibly short timeline to follow. Hearings will begin January 27 with statements from both CUPW and Canada Post. The good news is that there is an opportunity for third parties to send in a written submission to the Commission as part of its public review. CUPW and Canada Post must have their bilingual submissions in to the commission by end of day Monday, January 20. We do not have a date or mechanism yet for third-party submissions, but it could be very soon. CUPW would like to ensure that the views of community groups, municipalities, allied organizations and labour are also considered. Therefore, if at all possible, we would like you to provide input to the Commission.

**Please let us know if you will be making a submission. Please contact Brigitte Klassen at [bklassen@cupw-sttp.org](mailto:bklassen@cupw-sttp.org), so we can provide you with more details on how to send it to the Commission as soon as we have more information.**

**As time is of the essence and to help get you started on your submission, here are some suggested themes to consider that are important supplements to CUPW's bargaining demands.**

- Keep Canada Post a Public Service
- Maintain universal service at a uniform price
- Expanded services to diversify and generate new revenue streams, no service cuts
  - add financial services
  - maintain the moratorium on post office closures to enable community hubs (meeting spaces, sales of local crafts, community gardens, government services for all levels of government)
  - maintain door-to-door delivery and increase where financially viable
- Major changes to Canada Post should not be made without full public consultation conducted through a mandate review involving all stakeholders

## Keep Canada Post a Public Service

The Commission will examine the financial situation at Canada Post. Currently, the Crown Corporation is required only to be self-sufficient. It is completely user-funded and does not rely on taxpayer dollars. Canada Post still tends to prioritize major, high-profit customers over the public and providing a public service. Canada Post must not lose sight of its public interest objectives.

Major changes to Canada Post and the *Canadian Postal Service Charter* should not be made without full public consultation and hearings conducted through a mandate review involving all stakeholders. There is simply not enough time to do this under the Labour Minister's *Canada Labour Code* Section 108 order.

## Maintain universal service at a uniform price

There have also been calls in the media and by various think tanks to privatize or deregulate Canada Post with little regard for the impact on public service or working conditions. Though transaction mail has been in decline, there are still over 2 billion letters delivered every year to an increasing number of addresses. Canada Post has an exclusive privilege (a monopoly) to handle letters so that it is able to generate enough money to provide affordable postal service to everyone, no matter where they live, be it a large urban centre or a rural or isolated community. There is no comparison in the world of a deregulated or privatized post office that serves anything near Canada's vast size and geography.

It will become increasingly difficult for our public post office to provide universal postal service if the exclusive privilege is eroded or eliminated. The exclusive privilege funds its universality. If parts of the service are deregulated or privatized, competitors will leave it to Canada Post alone to provide increasingly expensive delivery service to rural and remote communities, while they compete in profitable urban areas.

Providing Canada Post with an exclusive privilege to handle addressed letters is a form of regulation. Reducing or eliminating this privilege is deregulation. We have this regulation for a reason.

## Expanded services to diversify and generate new revenue streams, no service cuts

For years, CUPW has been advocating for new and expanded services to help diversify and create new revenue streams as a direct means to handling decline in letter volumes. Many of these services, such as postal banking, already exist in many other post offices around the world and they generate significant revenue. Around the world, more than 1.2 billion people hold postal bank accounts.

Providing new services through the existing corporate retail network ensures that good jobs remain for workers and their families in the communities in which they live.

## Financial Services

Given Canada Post's vast retail network, postal banking would offer in-community service for those who are underbanked or who have had their financial institutions close and leave town. Today, there are many rural communities with post offices, but no banks or credit unions. Very few Indigenous communities are served by local bank branches. Hundreds of thousands of low-income Canadians don't have bank

accounts at all, and almost 2 million Canadians rely on predatory payday lenders for basic financial services.

Postal banking is relatively straightforward. Like commercial banks, post offices would provide everyday financial services like chequing and savings accounts, loans and insurance. Postal banking could also be used to deliver government loans, grants and subsidies to boost renewable energy projects and energy-saving retrofits.

In many countries, postal banking is also mandated to provide financial access for all citizens and to play a role in addressing social inequalities. Postal banking could provide reliable financial services that everyone needs at affordable rates.

## Community Hubs and Moratorium on Post Office Closures

We have also advocated community hubs (provide government services for all levels of government, meeting space, sales of local crafts, community gardens) and EV charging stations.

One of Canada Post's demands during Negotiations was to have the *flexibility* to close more than 130 of the 493 corporate Retail Post Offices that are protected under the current CUPW-Canada Post Urban Postal Operations collective agreement. These are post offices that are run by Canada Post and are not franchises located inside another host business.

While about three-quarters of these are also covered by an additional 1994 moratorium on closures, for those that are not, they could end up being privatized or disappear altogether if we lose this contract language. Residents may then have to travel further for their postal needs. No franchise host business is going to give up retail space for community hubs, nor parking space for charging stations that generate revenue for Canada Post. Longstanding, good-paying, full-time jobs in our communities could be replaced with low-wage, part-time work.

You can find a list of the post offices under the moratorium and how they are protected here:

<https://www.tpsgc-pwgsc.gc.ca/examendepostescanada-canadapostreview/rapport-report/bureaux-outlets-eng.html>

## Senior Check-Ins

We have proposed creating a senior check-in service as well. Senior check-ins could bring peace of mind to loved ones and relatives who don't live nearby. Japan, France and Jersey in the British Isles currently offer effective and successful senior check-in services through their national postal services. Door-to-door postal workers are already watchful for signs that something isn't quite right. They could be allotted extra time on their routes to simply check in on seniors or people with mobility issues who sign up for the service to make sure everything is okay and deliver peace of mind.

Find out more about our service expansion proposals at <https://www.deliveringcommunitypower.ca>

## Canada Post and the Industrial Inquiry Commission

**Whereas** the Canada Industrial Relations Board, as instructed by the Federal Minister of Labour, Steven MacKinnon, ordered the end to the postal strike and the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*.

**Whereas** the Federal Minister of Labour, Steven MacKinnon, created an *Industrial Inquiry Commission* under Section 108 of *Canada Labour Code*, led by William Kaplan, that will work with the Canadian Union of Postal Workers (CUPW) and Canada Post to examine the future of the public post office, including possible changes to the *Canadian Postal Service Charter*.

**Whereas** Canada Post is, first and foremost, a public service.

**Whereas** the *Commission* has been tasked with reviewing the obstacles to negotiated collective agreements between CUPW and Canada Post, the financial situation of Canada Post, Canada Post's expressed need to diversify and/or alter its delivery models in the face of current business demands, the viability of the business as it is currently configured, CUPW's negotiated commitments to job security, full-time employment, and the need to protect the health and safety of workers.

**Whereas** the *Commission* only has until May 15, 2025, to submit its final report to the government and make recommendations about the future structure of Canada Post.

**Whereas** while there is room for written input, the *Commission* process is not widely publicized, nor equivalent to a full and thorough public service review of Canada Post's mandate allowing for all stakeholder input, as has been undertaken by previous governments.

**Whereas** it will be crucial for the *Commission* to hear our views on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the *Canadian Postal Service Charter*, home mail delivery, parcel delivery, keeping daily delivery, adding postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure Canada Post's financial self-sustainability.

**Therefore, be it resolved** that (name of municipality) provide input to the *Commission* in the form of a written submission.

**Therefore, be it resolved** that (name of municipality) will write the Federal Minister of Labour, Steven MacKinnon, and the Federal Minister of Public Services and Procurement of Canada, Jean-Yves Duclos, who is responsible for Canada Post, to demand that no changes be made to the *Canada Post Corporation Act*, Canada Post's mandate or the *Canadian Postal Service Charter* without a full, thorough, public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

**PLEASE SEE THE MAILING INFORMATION FOR RESOLUTIONS ON REVERSE SIDE**

## MAILING INFORMATION

1) Please send your resolution to the Commission:

- We do not have a mailing address at this time. As we understand it, this is the email address that will collect the documents on behalf of the Commission:  
edsc.cdi-iic.esdc@labour-travail.gc.ca

2) Please send your resolution to the Ministers responsible for Labour and Canada Post, and your Member of Parliament:

- Steven MacKinnon, Federal Minister of Labour, House of Commons, Ottawa, Ontario, K1A 0A6
- Jean-Yves Duclos, Federal Minister of Public Services and Procurement of Canada, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at <https://www.ourcommons.ca/Members/en>

3) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

*/cope 225*

**From:** [SocialBC - SOSSBC](#)  
**To:** [ubcm@ubcm.ca](mailto:ubcm@ubcm.ca)  
**Subject:** SocialBC.ca - a BC alternative to Twitter/Facebook wants to help your community connect.  
**Date:** January 23, 2025 10:02:24 AM  
**Attachments:** [4f4a57c20f058f46.png](#)  
[Screenshot 2025-01-23 at 08.43.54.png](#)  
[Screenshot 2025-01-23 at 09.34.28.png](#)

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Dear Elected Chiefs, Mayors, Councillors, Directors, and Staff,

Good Morning,

My name is Chris Alemany. I am a former City Councillor at the City of Port Alberni (2014-2018). I respect that you are extremely busy. Please contact me if you have any questions at all.

I am here to introduce you to [SocialBC.ca](#), an alternative to the Twitter/X platform. I am a member of the Board of Directors of the Society of Open Social Servers of BC.

Many people, communities, and organizations are looking for other options to X, Meta/Facebook, and TikTok.

SocialBC (<https://socialbc.ca/about>) is a grassroots, non-profit, Society-run, Twitter/X alternative right here in British Columbia. We use the Mastodon network, accessing millions of people in BC, Canada, and around the world. While many people are jumping to Bluesky, we urge you to consider that Bluesky has the same fundamental financial and control structure that is now compromised by US and Chinese government restrictions in the traditional social media platforms. It is reminiscent of the Patriot Act after 9/11; local control of your message, and your data, is now critical and may become even more-so with the threatened trade war with the USA.

Our platform is public, it is free (though we do request donations/subscriptions), it is moderated, and it is controlled by regular people from around the province. We are not billionaires. We have no plans for world or even BC domination. We have created [SocialBC.ca](#) to make something more community-focused. There is no algorithm that we control. We just want people to have reliable access to information and interaction from and about their communities. Your “feeds” can also be embedded on your local webpages (a feature Twitter took away a few years ago) so that **anyone**, no matter if they have an account on socialbc or not, can see your information all the time as soon as you post it.

There are already some BC-related information sources using Mastodon generally, including publications like the [Tyee](#) and community related news from [CivicInfoBC](#) but they are spread out. We’re trying to create a space where everyone in BC can come together and get reliable, factual, information. Perhaps in time, organizations will create their own community spaces as well. We want to encourage that network.

We, like you, believe in the strength of building local communities and we hope that in this time of upheaval and change, you will consider using this platform for part of your communications with your residents and constituents. And by the way, we even created [an emoticon for every flag of every municipality, First Nation, and regional district in BC!](#) But you can only use them on [SocialBC.ca!](#) :+)

Thank you very much for your time and commitment to serving your communities.

Cheers

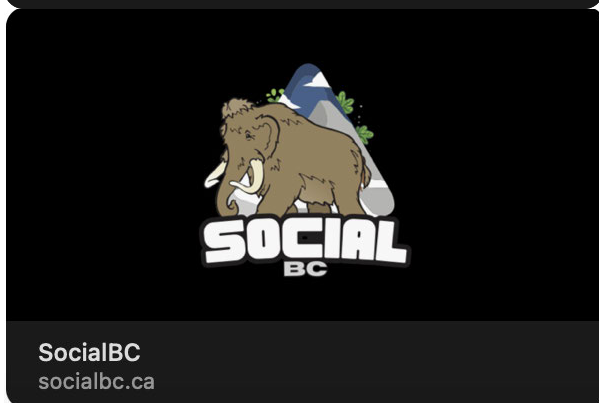
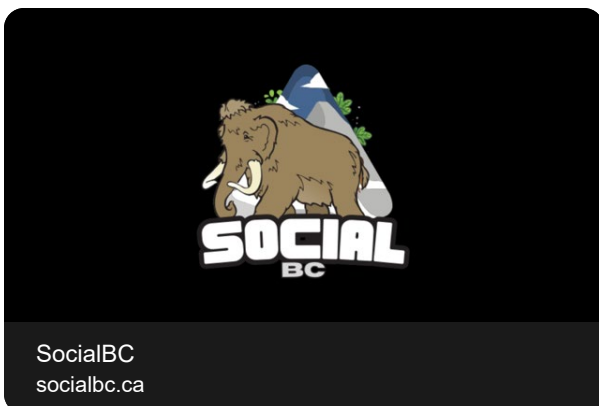
Chris

Society of Open Social Servers of BC

[//socialbc.ca/@chris](https://socialbc.ca/@chris)

txt/mobile: 250-731-7930


help@socialbc.org



socialbc.ca/tags/bcpoll

#bcpoll

socialbc.ca is one of the many independent Mastodon servers you can use to participate in the fediverse.



This Mastodon instance is intended to serve citizens and residents of British Columbia, Canada. We respectfully occupy this virtual space within the Traditional Territories of First Nations peoples.

ADMINISTERED BY: **Chris Alemany** @chris  
SERVER STATE: **66** active users

socialbc.ca About Profiles directory Privacy policy  
Mastodon About Get the app Services! shortcuts View source code +4.3.3

← bcpoll


**Stephen Rees** @Stephen\_Rees 3d

B.C. paramedics issue 'public safety alert,' say ambulance staffing 'approaching critical levels'

ctvnews.ca/vancouver/article/5...

"Our members are reporting dozens and dozens of ambulances across the province sitting empty when they show up to work, and it's not getting any better," said union president Jason Jackson, in the alert.

Jackson placed the blame on an overtime ban implemented by BC Emergency Health Services and the Provincial Health Services Authority on Jan. 1.



CTVNews - 6d

**B.C. paramedics issue 'public safety alert,' say ambulance staffing 'approaching critical levels'**

Paramedics in B.C. are once again sounding the alarm about ambulances sitting em...

Report

← 1

Continued thread

**Chris Alemany** @chris 3d

Here is a post that has a whole bunch more fun hashtags to follow! (Don't worry if you don't see any posts when you tap on the hashtag, they'll fill in over time)

toot.cw/@hashtags/11046068723...

toot.cw

Mastodon Lists (@Mastodon@toot.cw)

Mastodon

Explore

Live feeds

Mastodon is the best way to keep up with what's happening.

Follow anyone across the fediverse and see it all in chronological order. No algorithms, ads, or clickbait in sight.

Create account

Login

3854 6th Ave. <sup>[11]</sup><sub>[SEP]</sub>  
 Port Alberni BC  
 V9Y 4M2  
 Canada



January 29, 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](mailto:council@lionsbay.ca)

Dear Mayor Ken Berry and Council:

### **Metro 2050 – 2023 Annual Performance Monitoring Report**

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 “Metro 2050 – 2023 Annual Performance Monitoring Report”;*
- b) direct staff to forward a copy of the report dated October 11, 2024, titled “Metro 2050 – 2023 Annual Performance Monitoring Report” to the Ministry of Municipal Affairs and the Ministry of Citizen’s Services; and*
- c) forward a copy of the report dated October 11, 2024, titled “Metro – 2023 Annual Performance Monitoring Report” to Mayors, Chief and Councils at member jurisdictions for information.*

The *Local Government Act* and *Metro 2050* require annual reporting on the regional growth strategy’s progress. The *2023 Annual Performance Monitoring Report* provides a summary of progress towards the 29 performance measures set out in *Metro 2050*. A summary of the profile of the performance measures is provided in the enclosed staff report. The complete profile with detailed data breakdown is available on the *Metro 2050 Performance Monitoring Dashboard* on [metrovancover.org](http://metrovancover.org).

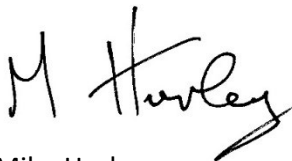
72577822

Some highlights of progress towards the goals of Metro 2050 noted in the 2023 performance measures include:

- Between 2016 and 2021, 98 per cent of the Metro Vancouver region’s total dwelling unit growth occurred within the Urban Containment Boundary, meeting the regional target of 98 per cent.
- Between 2016 and 2021, 41 per cent of the Metro Vancouver region’s total dwelling unit growth occurred within Urban Centres, with a total increase of 31,635 units, exceeding the regional target of 40 per cent.
- In 2021, 56 per cent of Metro Vancouver residents lived in the region’s priority growth areas (22 per cent in Urban Centres, 2 per cent in Frequent Transit Development Areas, and 32 per cent in Major Transit Growth Corridors).
- The 2020 Regional Industrial Lands Inventory identified 10,250 hectares of land with a regional Industrial or Employment land use designation. 81.6 per cent of the lands were developed and 18.4 per cent were vacant.

If you have any questions or would like more information, 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](mailto:jonathan.cote@metrovancover.org).

Yours sincerely,



Mike Hurley  
Chair, Metro Vancouver Board

MH/JC/sv

cc: Ross Blackwell, Chief Administrative Officer, Village of Lions Bay  
Kristal Kenna, Deputy Corporate Officer, Village of Lions Bay  
Jerry W. Dobrovolsky, Commissioner/Chief Administrative Officer, Metro Vancouver  
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver

Encl: [Metro Board report dated October 11, 2024, titled Metro 2050 – 2023 Annual Performance Monitoring Report \(page 18\)](#)

72577822

**From:** [FHPrinting02@surrey.ca](mailto:FHPrinting02@surrey.ca)  
**To:** [Agenda](#)  
**Subject:** Monthly Sit Report of 2025-01  
**Date:** February 1, 2025 4:32:24 PM  
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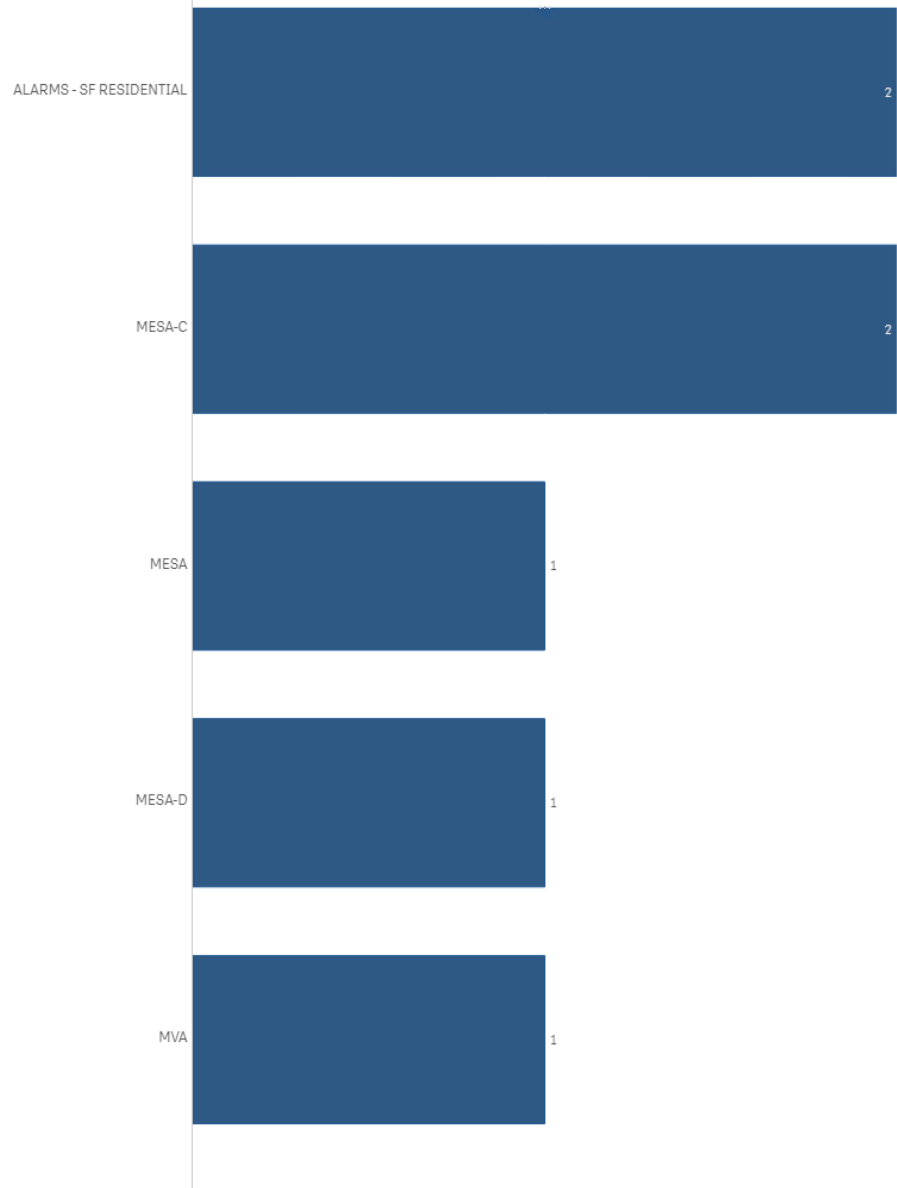
## Surrey Regional Fire Dispatch Monthly Report

From 2025-01-01 To 2025-01-31

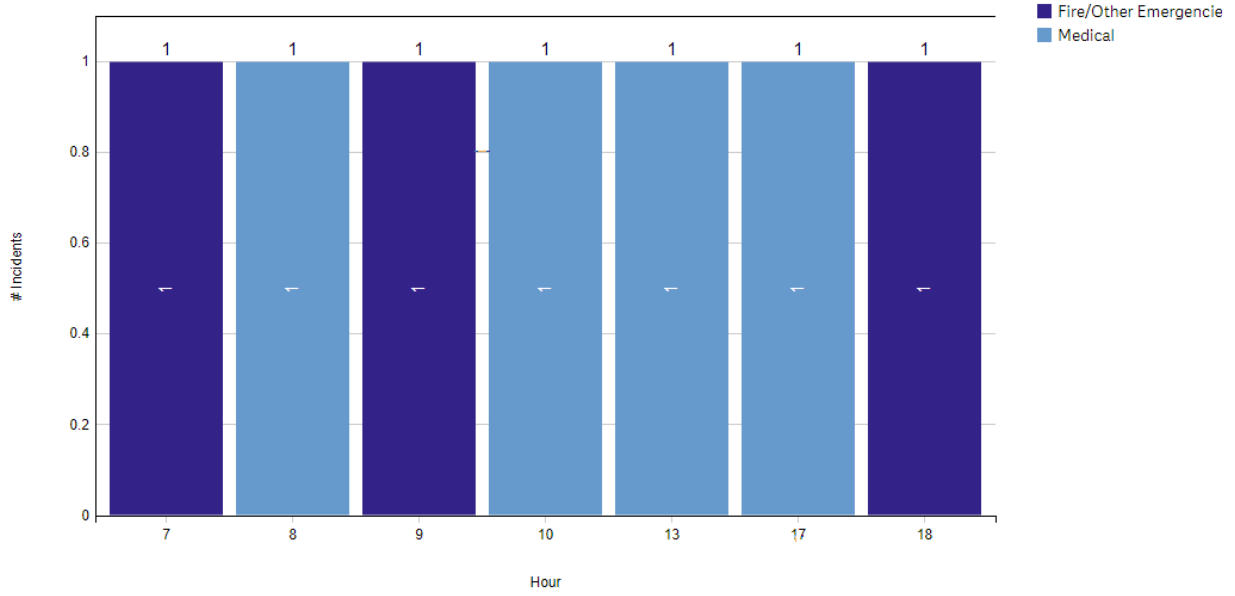
### LIONS BAY FIRE RESCUE

| # Incidents | # Incident Apparatus | # Incident Attendees |
|-------------|----------------------|----------------------|
| 7           | 11                   | 41                   |

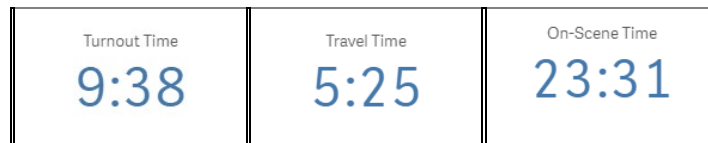
Incidents by Dispatch Type



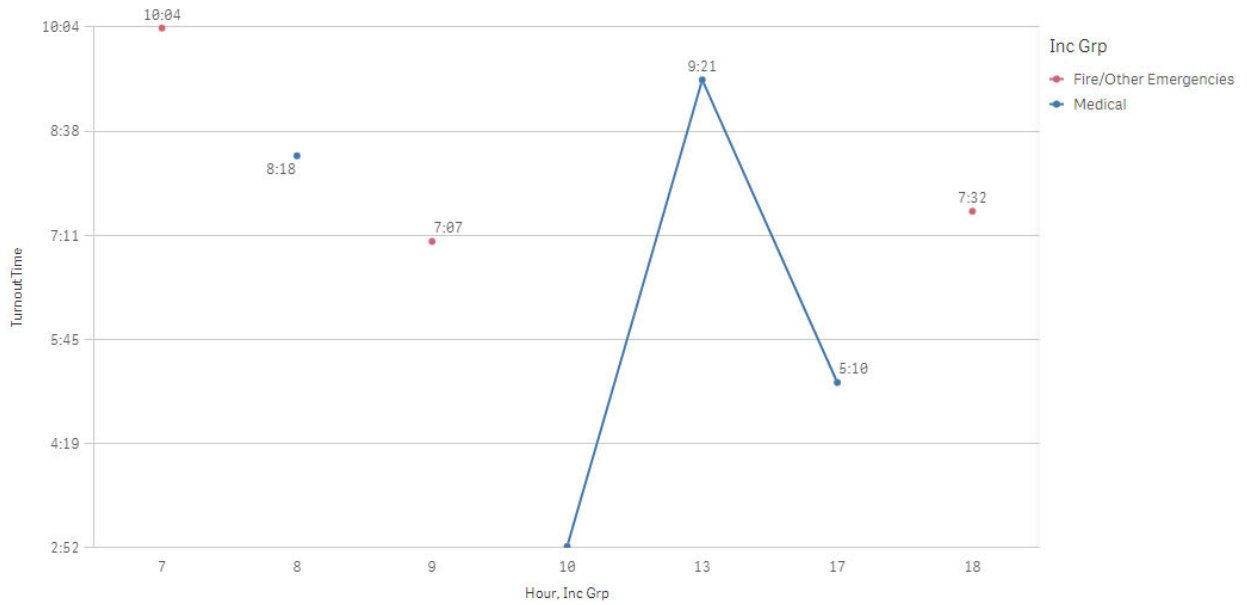
Incidents by Hour



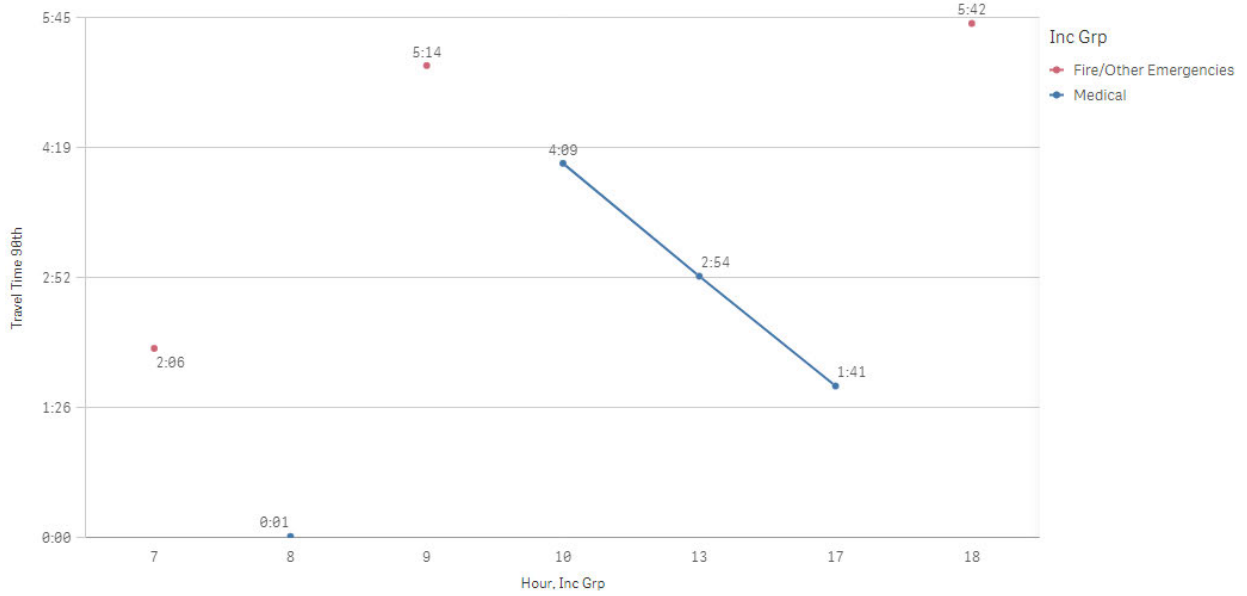
Performance for Emergency Incidents and First On-Scene Apparatus



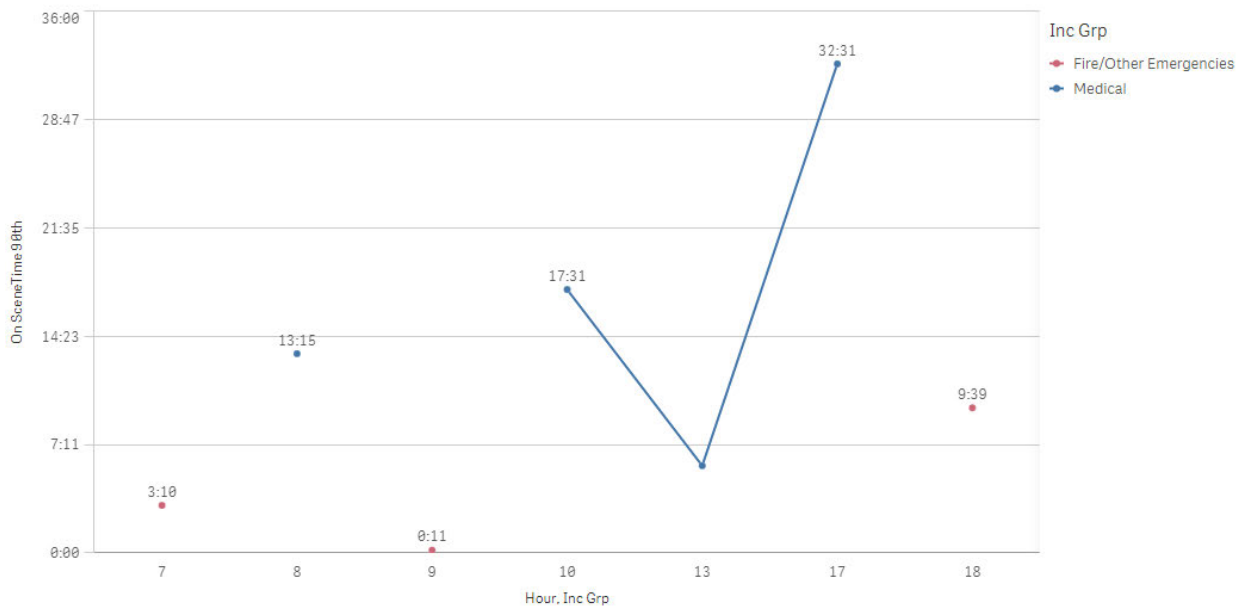
Turnout Time 90th Percentile for Emergency Incident and First On Scene Apparatus



**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 |
|---------|--------------|-----------------|----------------|--------------------|----------------|-------------|
| LBR63   | LB Rescue 63 | 2.3             | 0.1            | 6                  | 144            | 2%          |
| LBE62   | LB Engine 62 | 0.4             | 0.0            | 6                  | 144            | 0%          |
| LBE61   | LB Engine 61 | 0.3             | 0.0            | 6                  | 144            | 0%          |

**From:** [REDACTED]  
**To:** [ubcm@ubcm.ca](mailto:ubcm@ubcm.ca)  
**Cc:** [district@100milehouse.com](mailto:district@100milehouse.com); [info@abbotsford.ca](mailto:info@abbotsford.ca); [officeclerk@alertbay.ca](mailto:officeclerk@alertbay.ca); [village.hall@anmore.com](mailto:village.hall@anmore.com); [info@cityofarmstrong.bc.ca](mailto:info@cityofarmstrong.bc.ca); [admin@ashcroftbc.ca](mailto:admin@ashcroftbc.ca); [inquiry@barriere.ca](mailto:inquiry@barriere.ca); [belcarra@belcarra.ca](mailto:belcarra@belcarra.ca); [bim@bimbc.ca](mailto:bim@bimbc.ca); [legislativeservices@burnaby.ca](mailto:legislativeservices@burnaby.ca); [village@burnslake.ca](mailto:village@burnslake.ca); [admin@cachecreek.ca](mailto:admin@cachecreek.ca); [info@campbellriver.ca](mailto:info@campbellriver.ca); [village@canalflats.ca](mailto:village@canalflats.ca); [castlegar@castlegar.ca](mailto:castlegar@castlegar.ca); [municipalhall@csaanich.ca](mailto:municipalhall@csaanich.ca); [chase@chasebc.ca](mailto:chase@chasebc.ca); [d-chet@gochetwynd.com](mailto:d-chet@gochetwynd.com); 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[info@kimberley.ca](mailto:info@kimberley.ca); [districtofkitimat@kitimat.ca](mailto:districtofkitimat@kitimat.ca); [info@ladysmith.ca](mailto:info@ladysmith.ca); [admin@lakecountry.bc.ca](mailto:admin@lakecountry.bc.ca); [general@lakecowichan.ca](mailto:general@lakecowichan.ca); [administration@langford.ca](mailto:administration@langford.ca); [info@langleycity.ca](mailto:info@langleycity.ca); [info@tol.ca](mailto:info@tol.ca); [district@lantzville.ca](mailto:district@lantzville.ca); [info@lillooet.ca](mailto:info@lillooet.ca); [Lions Bay Reception](mailto:Lions Bay Reception); [districtofloganlake@loganlake.ca](mailto:districtofloganlake@loganlake.ca); [info@lumby.ca](mailto:info@lumby.ca); [finance@lytton.ca](mailto:finance@lytton.ca); [info@districtofmackenzie.ca](mailto:info@districtofmackenzie.ca); [enquiries@mapleridge.ca](mailto:enquiries@mapleridge.ca); [cao@masset.ca](mailto:cao@masset.ca); [mcbride@mcbride.ca](mailto:mcbride@mcbride.ca); [info@merritt.ca](mailto:info@merritt.ca); 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**Subject:** Key Imagery and Noteworthy Events to Help Guide Discussions on Emergency Services Reform and Local Governance Reclamation  
**Date:** February 4, 2025 9:56:01 AM  
**Attachments:** [ECOMM Transparency Issues.png](#)  
[google wont accept the OPCC being listed.png](#)

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Dear UBCM and Municipal Leaders of British Columbia,

First, I would like to extend my sincere apologies to View Royal Mayor Sid Tobias for accidentally omitting his full name and title in my previous correspondence. It was an oversight, and I greatly appreciate his leadership and the concerns he has raised regarding E-Comm 911. His input, along with that of other municipal leaders, is invaluable as we navigate this critical issue together.

I thought it might be helpful to **share some key imagery** regarding E-COMM 911 that should help guide discussions about alternative policing and emergency dispatch models in the right direction. The **fortress-like militarization of provincially-controlled facilities**—as seen in the attached images of the **CRD's E-Comm 911 hub**—stands as a stark metaphor for their operations: **closed off, unaccountable, and hostile to public oversight.**

**Consider the following evidence of systemic secrecy and lack of transparency:**

- **Sharply spiked fences surrounding E-Comm 911's CRD (Capital Regional District) facility**, located just a stone's throw away from a *residential area*. It is a site so *secretive* that it doesn't even appear on Google Maps street view (6+ years out of date) despite the building clearly being depicted on the regular map view.
- **Google's refusal to list the Office of the Police Complaints Commissioner (OPCC) at its actual address**, limiting public visibility and review opportunities.

Hidden from maps, behind spiked fences, and unreachable by the public—these are symbols of how our province now operates: closed-door governance where corporate and political interests decide municipal policy without public scrutiny.

### **A Coordinated Strategy of Provincial Overreach**

It is **clearer than ever** that democracy in British Columbia is **being replaced with advisory takeovers, funding withdrawals, and coercive governance.**

- The [abrupt defunding of municipal emergency dispatch services](#) was **not just a budgetary decision**. It is a **deliberate maneuver** to ensure that municipalities are financially trapped into **E-Comm 911's expensive, unaccountable system**.
- The [dissolution of the Greater Victoria School Board](#) was not just about budgetary or policy disagreements. It was a **warning to municipalities** that any attempt to resist provincial overreach **will be met with removal and replacement by government appointees**.
- The [intervention in Oak Bay and West Vancouver's housing policies](#) seems to be yet another example of the province attempting to **override local governance in favour of private interests**.

Municipalities are in a **battle for survival** against an oppressive provincial government intent on draining every penny from local governments while consolidating power. These decisions seem to be engineered, potentially to help funnel taxpayer money into the province's electoral war chest. Resistance is being met with threats, funding cuts, and direct interference in local governance related affairs.

### **A Coordinated Power Grab Across Municipalities**

The intervention in Oak Bay and West Vancouver's housing policies further highlights this pattern of provincial overreach. **Oak Bay Mayor Kevin Murdoch**, who has referred to the province's actions as "theatre," **made a revealing statement in regards to the province's threats:**

*"We informed them a year ago that we didn't have enough projects in the pipeline to meet year one targets, so it's hardly a surprise today to be 40 units short."* Oak Bay Mayor Kevin Murdoch [speaking with Black Press](#).



Local governance structures are seeing their authority stripped away under the guise of provincial intervention, whether in housing, education or emergency services. **Just as the province forced the Greater Victoria School Board into compliance by removing its elected members, it is now testing the limits of its power over municipalities.**

This is why I am urging every municipality to take immediate steps toward creating **independent emergency dispatch services** and reclaiming control over local governance wherever possible. The province is making its moves now—it's time for municipalities to unify and take defensive action together, before they find themselves ceding their democratically earned authority to a government bent on consolidating power for itself.

Instead of writing letters, *send a message* to the province that **unity among municipalities is possible** with *collaboration* and *firm resistance* against these coercive tactics.

I appreciate your time in considering this matter. These images and actions speak for themselves. Let's not ignore the warning signs.

Sincerely,

Philip Perras



CRD

E-Comm

4219



Google

© 2025 Google



4219 Commerce Cir



4219 Commerce Cir

Victoria, BC V8Z 6N6



← 4219 Commerce Cir, Vict... X



# 4219 Commerce Cir

Victoria, BC V8Z 6N6  
Building

Directions

Save

Share





E-Comm 9-1-1

<https://www.ecomm911.ca>

## E-Comm 9-1-1 | Emergency for Police, Fire & Medical Calls in ...

E-Comm 911 is the first point of contact for 9-1-1 callers in 25 regional districts in British Columbia and provides dispatch services for more than 70 ...

[Join Our Team](#) - [About E-Comm](#) - [Contact Us](#) - [Become a 9-1-1 call taker](#)



CRD

<https://www.crd.bc.ca> > [project](#) > [south-island-9-1-1-po...](#)

## South Island 9-1-1/Police Dispatch Centre - Victoria

[Located at 4219 Commerce Circle in Saanich](#), the centre has been fully operational since late January 2019, following the successful transition of all police ...

## People also ask

Who owns Ecomm?

As a cost recovery organization, E-Comm is owned by [its members](#). These include municipalities, police boards, provincial and federal government agencies. Each member is allocated a share, [either class A or class B, for participation](#) in the radio system either now or [in the future](#).



E-Comm 911

<https://www.ecomm911.ca> > [history-facility](#)

## History & Facilities - E-Comm 911

## Office of the Police Complaints Com...

947 Fort St, Victoria, BC V8V 3K3

All edits are checked for accuracy

Submitted Dec 21, 2024



● **Not accepted (4)**



Place creation

Page 110 of 146



**Corporate Headquarters**  
**Siège Social Corporatif**  
 935 de La Gauchetière St. W  
 3<sup>rd</sup> Floor/étage  
 Montreal, Quebec  
 H3B 2M9, Canada

**Regional Headquarters**  
**Siège Social Regional**  
 17641 South Ashland Ave  
 2<sup>nd</sup> Floor/étage  
 Homewood, Illinois  
 60430, United States

**DIVISIONS:**

**Pacific/Pacifique**  
 11717 – 138th Street  
 Surrey, British Columbia  
 V3R 6T5, Canada

**Mountain/Montagne**  
 10229 – 127th Avenue  
 Edmonton, Alberta  
 T5E 0B9, Canada

**Prairie**  
 821 Lagimodiere Blvd  
 Winnipeg, Manitoba  
 R2J 0T8, Canada

**Great Lakes/Grands Lacs**  
 1 Administration Road  
 Vaughan, Ontario  
 L4K 1B9, Canada

**Champlain**  
 4500 Hickmore Street  
 Montreal, Quebec  
 H4T 1K2, Canada

**North/Nord**  
 700 Pershing Avenue  
 Pontiac, Michigan  
 48340, United States

**Central/Centrale**  
 15840 West Avenue  
 Harvey, Illinois  
 60426, United States

**South/Sud**  
 2921 Old Horn Lake Road  
 Memphis, Tennessee  
 38109, United States

**CN Emergency Communication**  
**Centre / Centre de**  
**Communication D'urgence du CN**

**1-800-465-9239 (option 3)**

Chief of Police – North America  
 Chef de la police – Amérique du Nord  
**CN**  
 935 de La Gauchetière Street West/Ouest  
 Montréal, Québec, H3B 2M9  
 Canada  
 T 514-399-6220

January 22, 2025

Dear Mayor Ken Berry,

On behalf of CN and Operation Lifesaver Canada (OL Canada), we would like to extend our sincere appreciation to you and your community for officially proclaiming Rail Safety Week in 2024 and recognizing its significance.

We are pleased to enclose a **Rail Safety Ambassador Certificate** to acknowledge your commitment. We hope that you will display it proudly!

At CN, safety is a core value and it is only by working together that we will be able to achieve our ambition of eliminating incidents and accidents in the communities across North America where we live, work, and play.

Working with OL Canada, which is also dedicated to getting to zero rail-related crossing and trespassing incidents, partners like you play a critical role in further enhancing rail safety in Canada.

We are truly grateful for your support and look forward to continuing our partnership into 2025 and beyond.

For additional information about rail safety in your community, please contact our Public Inquiry Line at 1-888-888-5909. For general rail safety information and resources, we welcome you to visit [cn.ca/railsafety](http://cn.ca/railsafety) or [operationlifesaver.ca](http://operationlifesaver.ca).

Wishing you a happy and safe New Year,

Janet Drysdale  
 CN Senior Vice-President and  
 Chief Stakeholder Relations Officer

Stephen Covey  
 CN Chief of Police and  
 Chief Security Officer

Chris Day  
 Operation Lifesaver  
 Interim National Director

Leading CN to be the safest and most secure railway in North America.

Faire du CN le chemin de fer le plus sûr et le plus sécuritaire en Amérique du Nord.

# RAIL SAFETY AMBASSADOR

THIS CERTIFICATE IS PRESENTED TO THE

  
The Municipality of the  
Village of Lions Bay

*for outstanding leadership and support in promoting the importance of rail safety  
in your community. Congratulations for your commitment to rail safety!*





**Stephen Covey**

Chief of Police and Chief Security Officer

January 22, 2025

Date



**From:** [REDACTED]  
**To:** [Council](#)  
**Cc:** [Agenda](#)  
**Subject:** Concerns about the proposed Beach Park design  
**Date:** January 20, 2025 4:39:03 PM  
**Attachments:** [Heartwood - Tree Risk Assessment Report.pdf](#)  
[TREECANOPY GROUP - Preliminary Meeting Notes 13Dec22.pdf](#)  
[Concerns about the proposed Beach Park design - P Nelson 20Jan25.pdf](#)  
[Schedule C Reporting.pdf](#)  
[ENVIRONMENTAL - Grant Criteria and Preliminary Considerations - updated 19Dec22 - David Lee comments 26Feb24.pdf](#)

---

Council,

Please find attached my comments about the proposed park design ("Concerns about the proposed Beach Park design").

I have a number of concerns, however I've focused on the environmental considerations of the project. The grant has environmental criteria that must be addressed, including in the Reporting Requirements (Schedule C). In short, if the municipality can't meet these requirements, it may not receive funding payments.

The Tree Canopy- and Environmental Working Group reports, the tree consultant's assessment and the grant's Reporting Requirements are also attached.

Penny

## Concerns About the Proposed Beach Park Design

Submitted to Council January 20<sup>th</sup>, 2025 by Penny Nelson

(Volunteer member: Environmental, Tree Canopy and Washroom Working Groups 2022/23)

### Environmental

The Environmental Working Group document and updates from Oliver Ganske and David Lee are attached. It was recognised that not all the suggestions would be covered by the grant, however, they were included to enable design/planning and for inclusion, when possible, at a later date. I don't see any evidence that the environmental grant criteria have been considered, but hard to ascertain without seeing detailed drawings. *Environmental considerations are mandated in the grant Reporting Requirements (Schedule C).*

Further, there is no mention in the RFP of the municipality's Bird Friendly City commitments, which would include principles such as reduced and directional exterior lighting on timers, the preservation of habitat and using only native plants in the landscaping.

- Environmental Grant Criteria (quoted verbatim)

*Reducing water use or reusing water;*

*Reducing energy use for the facility size (eg high-efficiency equipment/appliances/lighting, heating systems, and HVAC controls), recovering energy (eg heat recovery ventilation), or generating energy on-site (eg renewable energy);*

*Securing local materials where possible;*

*Any other measures that minimise GHG impact (eg local food production), and*

*Any other measures that reduce environmental impacts.*

*These considerations must be applied to all elements of the park*

- The working group highlighted educational opportunities the park could provide, even if additional funding were to be found and the elements added later. None are evident.
- The logs on the beach in front of the wall will likely cause the sand below them to be washed away more rapidly, because they are in the intertidal zone and will impact the wave action. They'll also be washed away in very high/king tides. Nai Jaffer had a simple repair option to the base of the wall (as was done in Horseshoe Bay - not in the project scope, not a grant commitment). In general, we need to consider nature-based solutions to protect the shoreline against ocean level rise. Hard armour, rip rap etc is unsightly and increases erosion of beaches (see [Greenshores for Homes](#) by way of example). Grant funding is available for such projects (100% funding for rural communities of <5,000 residents).
- Runoff from the park needs to be considered: permeable hard surfaces were suggested to reduce runoff and mitigate slope erosion, also to avoid "mini heat islands" that will increase the temperature in the park and provide a natural aesthetic. Concrete gets hot in the sun and is hard on bare feet.
- Plastic pollution should be top of mind when considering activities in the park because it is adjacent to the ocean – another good reason not to have a concession.

## Tree Canopy

The Tree Canopy Working Group document is attached. There is more information and commentary there, but some points to raise are:

- Trees are an essential component of the character of the beach.
- They provide much needed shade and cooling, summers are getting hotter, kayak racks need to be shaded, as does the Lori Beck Pavilion, which is the only place close to the ocean that has shade (this is a very popular spot, we have also used this area for events – seniors and young kids are especially prone to heatstroke/dehydration). The washroom will get very hot in summer if shade trees are removed, and trees provide screening for the building from driving rain in winter storms. Making use of existing natural assets vs. having to pay for built solutions is the cheaper option here.
- Many park trees are “significant” or “ancient” trees as per the bylaw and should be retained.
- Trees mitigate heavy rain events and provide slope stability (they need some pruning/limbing up as per the tree consultant’s report, but removal was not recommended – Heartwood’s report is attached).
- The trees provide habitat for birds and insects and add aesthetic value to the beach.

## General

- **Concession:** never asked for, not included in the funding agreement, would cause multiple problems requiring staff time, additional cost, environmental impact and more, increases size and cost of the build.
- **Covered area:** was intended for community, not business, use (eg bands, educational and other events, etc).
- **Budget:** playscape is stated as being \$108,000 over, design/engineering is almost double the budget, elements have been removed from the project which are de facto overruns. Refurbish and reuse playpark elements to reduce costs.
- **Grant commitments:** better access to the ocean for kayakers is part of the funding agreement; it must be included in the design and budget and has long been a priority.
- **Kayak racks:** should be rebuilt in the current shady, sheltered, less visible position where there is direct access to the shore outside of the swimming area.
- **Washrooms:** built on land not owned by the Village but well used by the community, too large (retain existing footprint or slightly larger), likely costs more than \$400,000, should not be the focal point when one enters the park, needs windows/other for light and ventilation (should be bird friendly); for safety, communal change areas should be avoided (youth should be able to change without fearing strangers), the design is utilitarian and not in keeping with the natural beach, lots more to say, but others will say it.
- **Lack of public consultation** (see my email dated January 15<sup>th</sup>): I believe there is time for the work to start after the summer and still complete the project before the grant deadline in 2026, meaning there is time to come up with a better design and consult residents as promised. *In-person sessions exclude many from the process.*

## Schedule C: REPORTING REQUIREMENTS

### C.1 Periodic Progress Reports:

The Recipient will submit to the Province through IBA-ICIP Staff on a quarterly basis and/or upon request by the Province, periodic progress reports ending March 31, June 30, September 30, and December 31 of each year of the term of this Agreement commencing on the first quarter following the Commencement Date and ending on the Project Completion Date. Each report will be due on the 7<sup>th</sup> day of the month following the end of the reporting period. The periodic progress reports will be in a form established by the Province.

### C.2 Budget Forecasting Report:

The Recipient will submit to the Province through IBA-ICIP staff on a monthly basis and/or upon request by the Province, budget forecast reports ending the last day of each month for each year of the term of this Agreement commencing on the first month following the Commencement Date. Each report will be due on the 7<sup>th</sup> day of the month following the end of the reporting period. The budget forecast reports will be in a form established by the Province.

### C.3 Final Report:

In order to receive final payment when the Project is completed, the Recipient will submit to the Province through IBA-ICIP Staff a Final Report, in a form established by the Province.

### C.4 Project Audit Report:

Prior to payment of the final claim for Eligible Expenditures, the Recipient may also be required to provide, upon request by the Province, a Project audit report from a person authorized to be an auditor under section 169 of the *Community Charter* confirming that the Project expenditures have been made in compliance with this Agreement and the IBA-ICIP. If required by the Province, the audit is to be in accordance with the form and reporting standards recommended by the Canadian Institute of Chartered Accountants.

### C.5 Additional Reporting Requirements:

The additional reporting requirements are:

#### **Environmental Design Considerations**

Prior to payment in excess of 10% of the approved funding amount, the recipient must submit a brief summary to the Province identifying the project's environmental design considerations, including:

- Reducing water use or reusing water;
- Reducing energy use for the facility size (e.g., high-efficiency equipment/appliances/lighting, heating systems, and HVAC controls),

- recovering energy (e.g. heat recovery ventilation), or generating energy on-site (e.g., renewable energy);
- Securing local materials, where possible;
- Any other measures that minimize greenhouse gas impact (e.g., local food production), and;
- Any other measures that reduce environmental impacts.

### **Construction Permit**

Prior to payment in excess of 25% of the approved funding amount, the recipient must submit to the Province the approved construction permit or equivalent.

### **Water Impacts**

Prior to payment in excess of 25% of the approved funding amount, the Recipient must submit to the Province a copy of all approvals, licenses, or permits required by regulatory authorities for project work in, around, or to divert, store, or use water. This includes approvals required under the BC Water Sustainability Act, Department of Fisheries and Oceans Canada, and the BC First Nations Health Authority.

### **Asset Management**

Prior to payment in excess of 50% of the approved funding amount, the recipient must submit to the Province a summary of how the service levels will be set and monitored for the asset group that was funded (e.g., for a Recreation Centre, the asset group would be 'all recreation assets'). This summary should include:

- Desired levels of service;
- Current levels of service;
- Brief summary of how desired levels of service were established – (e.g. set by regulatory requirements, in consultation with community regarding desired level of service and willingness to pay);
- Brief summary of how service levels are tracked through performance measures or indicators (e.g., tracking technical levels of service, tracking customer satisfaction);
- Cost to deliver the current service provided and an estimate of what it would cost to achieve the desired levels of service;
- Brief summary of how the organization records and considers risks to delivery of services, and;
- Brief summary of how service levels and service cost are communicated to elected officials and/or the public.

Asset Management BC Roadmap and AssetSMART, including resources related to service levels: <http://assetmanagementbc.ca>

### **Accessibility**

Prior to payment in excess of 75% of the approved funding amount, the recipient must submit to the Province a document showing that the funded facility or modifications will meet or exceed the highest published accessibility standard

for your jurisdiction. Examples include the BC Building Code (2018) or CSA B651-18 Accessible Design for the Built Environment (2018).

### **Asset Replacement Profile**

Prior to payment in excess of 90% of the approved funding amount, the recipient must submit to the Province an Asset Renewal Profile, showing the renewal of assets constructed as part of the project and other assets in the same asset category (ex. recreation assets), that includes:

- Graph with replacement year on the X-axis and the total replacement costs for assets in each year on the Y-axis. The X-axis should start at the current year and show the projected replacement costs for the next 30 years or more. This should be based on the expected remaining life and replacement value for individual assets from the community's asset data register.
- Summary of what is shown and the implications on long-term planning for service delivery, asset replacement, and financial planning.

If further information is required, please contact your Program Contact for guidance and examples relevant to your project's infrastructure type.

### **GHG Impacts & Local Materials**

Prior to payment in excess of 90% of the approved funding amount, the recipient must submit to the Province all of the following:

- Document showing the project's updated estimated greenhouse gas (GHG) impact calculations, including increased GHGs (e.g., electricity use) and avoided GHGs. Please use the methodology available on the program website (or from Program Contact).
- Brief summary of which construction materials were sourced locally, regionally, and provincially. If it was not possible to source materials within BC, briefly describe the reasons why.

Reports submitted by the Recipient under this section are for the Province's information and IBA-ICIP guidelines accountability only, and their review by the Province in no way endorses, approves or verifies the findings, technical data, results, quality statements, representations or recommendations therein, and the Recipient warrants that all information contained in any report is true and correct.

#### **C.6 Other Information:**

The Recipient will provide the Province through IBA-ICIP Staff, upon request, all such other information concerning the progress of the Project to completion and payment of Eligible Expenditures, as may be required by the Province from time to time.

## Lions Bay Beach Park Project:

Tree Canopy Group initial meeting, December 13<sup>th</sup>, 2022

Present: Oliver Ganske, Penny Nelson (recorder)

A preliminary site visit was conducted on Sunday, December 11<sup>th</sup>.

### What do we know?

- Trees are an important element of the character of the park
- The survey identifies the position and sizes of park trees:

| SIGNIFICANT TREES |           |          |            |
|-------------------|-----------|----------|------------|
| #                 | TYPE      | Dia. (m) | Height (m) |
| 1                 | Maple     | 0.4      | 14         |
| 2                 | Spruce    | 0.9      | 29         |
| 3                 | Cedar     | 0.8      | 24         |
| 4                 | Cedar     | 1.2      | 24         |
| 5                 | Cedar     | 1.0      | 25         |
| 6                 | Spruce    | 0.8      | 28         |
| 7                 | Spruce    | 0.8      | 31         |
| 8                 | Cedar     | 1.4      | 29         |
| 9                 | (3 Trees) | 2.7      | 21         |
| 10                | Cedar     | 1.2      | 27         |
| 11                | Cedar     | 1.0      | 12         |
| 12                | Cedar     | 0.8      | 10         |

#### Note:

For Tree Cluster "9", height is to highest cedar.

Tree diameters measured 1 metre from the ground.

- A permit is required for any desired tree work in the park because the trees are on municipal land. The [Trees, Views and Landscapes Bylaw](#) only allows work on municipal trees outside of the songbird nesting season (March 26<sup>th</sup> to August 16<sup>th</sup>). Work may be carried out during this period, but a RP Bio must complete a nesting survey prior to starting. In keeping with our Bird Friendly City Designation, the Village has committed to complying with these measures to protect birds. As an FYI, #9 is closest to the washroom.

- The park has several “significant trees”, defined in the bylaw as follows: “any tree that is of particular significance to the Village, due to size, age, landmark value, cultural, ecological or social import, trees planted by the Village on boulevards, and any tree that is protected as wildlife habitat for an egg or a nest under Section 34 of the Wildlife Act”. Sizes per species are in Schedule C of the bylaw (pg 17).

Some of the trees in the park are what the bylaw defines as “Ancient Growth Trees” defined as follows: “Trees greater than 90 centimetres in diameter are considered ancient growth and should be protected under any circumstances unless they become a hazard to life, homes or services”.

Diameter of “significant trees” as defined in Schedule C of the bylaw (measured at 1.4m):

### **NATIVE TREE SPECIES**

*Pseudotsuga menziesii* Douglas Fir, exceeding 70 cm diameter  
*Picea sitchensis* Sitka Spruce, exceeding 70 cm diameter  
*Abies grandis* Grand Fir, exceeding 60 cm diameter  
*Thuja plicata* Western Red Cedar, exceeding 70 cm diameter  
*Tsuga heterophylla* Western Hemlock, exceeding 70 cm diameter  
*Arbutus menziesii* Arbutus, exceeding 10 cm diameter  
*Taxus brevifolia* Western Yew, exceeding 10 cm diameter  
*Cornus nuttallii* Pacific Dogwood, exceeding 10 cm diameter  
*Acer macrophyllum* Big Leaf Maple, exceeding 70 cm diameter  
*Alnus rubra* Red Alder, exceeding 60 cm diameter  
*Acer circinatum* Vine Maple, exceeding 10 cm diameter

- The park is upland to the ocean: runoff is a concern, trees mitigate this
- Trees assist with slope retention and reduce erosion
- Shade trees will become increasingly important as summer temperatures continue to rise
- Some of the trees are providing physical slope retention, eg #11 and #12 by the kayak rack/ramp
- Watering of new trees/plantings while getting established – a schedule needs to be created
- Shade trees should be retained to provide shade for the washrooms (climate mitigation, energy efficiencies potentially) – also screens the structure from driving rain
- It should be noted trees that have been topped are not necessarily a danger or in need of removal and are still protected by the bylaw if defined as “significant” or “ancient growth”. Not all topping is mechanical, also occurs naturally

### **What do we need to know?**

- Depending on park design, need to quantify and identify work that needs to be done.
- What are the relevant grant criteria if any?



- Budget?
- Raising the canopy – why and where is this required? Height of kayak racks will determine, view considerations, allow more light and summer rain to hit the ground for plantings, use areas - these to be determined by design elements of the park
- Maintenance once cedars are limber up – will continue to grow towards light in lower parts (ie not a permanent solution, will be ongoing maintenance – what interval would be a reasonable one to meet the goals and healthy lifespan of what we’re doing today?)
- “Cemetery” cypress trees between play area and neighbour to the north – do we need a permit to remove if this is required? Screen – replace trees to ensure neighbour’s privacy? Hairy Manzanita could be a suitable replacement in this spot – can survive in places where large conifers can’t and are appropriate size
- Plant arbutus/other under large trees for shade in 30 years’ time? Will require more light
- Are trees on south fence on municipal land (alongside washroom)?
- Do we include the positioning of other plantings in the scope of this group’s work, because we don’t see a group working on this? Or will the landscape architects be doing this? Plantings will also determine the scope of tree work required

#### **How are we going to get the information we don’t know**

- Tree work is dependent on the requirements of elements of the park: when these requirements are known, the permit application can be completed.

#### **What are the initial thoughts regarding your area of interest?**

- ??



# Tree Risk Assessment Report

June 4, 2023

Report commissioned by: Lions Bay Beach Park Advisory Committee

Site Address: Lions Bay Beach Park

Inspection conducted by: Krista Braathen, ISA Certified Arborist PN -5458A, TRAQ Certified

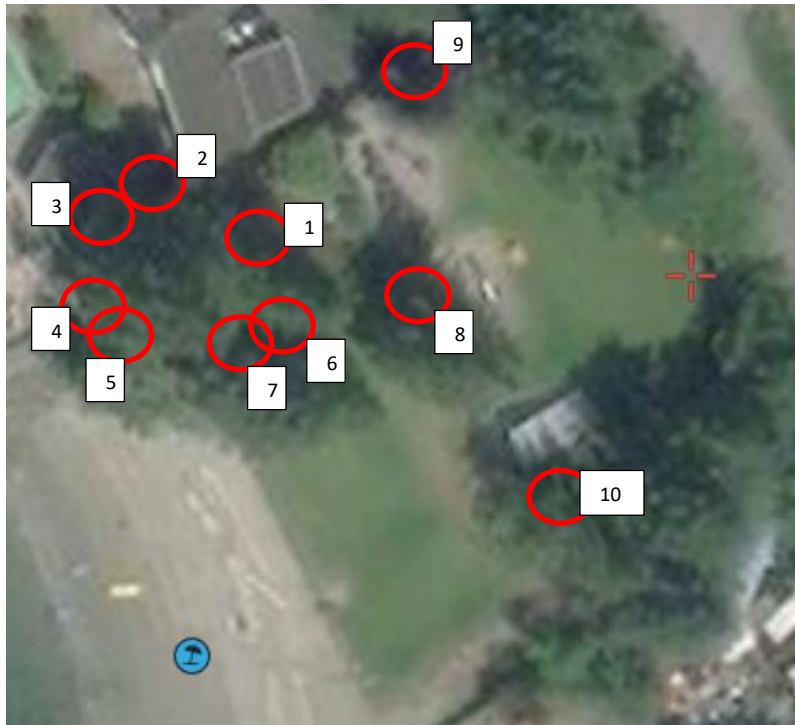
Site inspection: Wednesday, May 31. Weather was warm and sunny.

## Purpose

Heartwood Tree Consulting was contracted to provide a Tree Risk Assessment and arborist report for ten trees located at Lions Bay Beach Park.

The site inspection completed for this report was a Level 2: Basic Assessment. This level of assessment is a visual inspection from the ground to identify the tree, the health of the tree, general observations from the ground and around the root flare and generally inspect the main stem, structural branches, the canopy of the tree and assess any other site factors that may give more information regarding the tree and its health/growth habits. Further hazard assessments and higher levels of inspection may be recommended and outlined in this report.

Figure 1 – approximate location of tree on property (source: Lions Bay Map)



A site visit was conducted on May 31, and an assessment carried out to determine the condition and safety of the trees.

Photo 1 – looking south towards park from entrance



| tree | tag # | species     | diameter | condition | recommendation   |
|------|-------|-------------|----------|-----------|--|
| 1    |       | cedar       | 106cm    | average   | aerial inspection of tops, thin max 15%                          |
| 2    |       | cedar       | 1m       | fair      | aerial inspection of attachments                                 |
| 3    |       | Douglas fir | 1m       | average   | prune to remove dead, broken, diseased branches and thin max 15% |
| 4    | 48    | cedar       | 69cm     | fair      | aerial inspection and prune to remove dead/broken branches       |
| 5    | 49    | cedar       | 79cm     | fair      | aerial inspection and prune to remove dead/broken branches       |
| 6    | 43    | cedar       | 106cm    | average   | aerial inspection of tops, thin max 15%                          |
| 7    | 531   | Douglas fir | 81cm     | average   | aerial inspection of tops, thin max 15%                          |
| 8    | 38    | cedar       | 116cm    | good      | thin max 15%   |
| 9    | 528   | maple       | 47cm     | good      | n/a  |
| 10   |       | cedar       | 82/72    | average   | aerial inspection of tops, thin max 15%                          |

## Tree 1

### Observations

Tree 1 is a 106cm diameter red cedar located beside the kayak rack and the playground; it is in average condition at this time.

Previously topped, this cedar tree has 80% live crown ratio and 9m crown spread. No deadwood or dieback was noted and no signs of stress or disease was discovered.

Targets include the park, kayaks and playground. The target area is considered high.

Photo 2 – lower crown of tree 1



## Conclusions

Tree 1 is considered a moderate hazard. The assessment matrix is based on the possibility of branch or top loss as this is considered the most likely form of failure at this time.

TRAQ assessment matrix:

| Likelihood of failure | Likelihood of Impacting Target |                 |                 |                        |
|-----------------------|--------------------------------|-----------------|-----------------|------------------------|
|                       | Very low                       | Low             | Medium          | High                   |
| <b>Imminent</b>       | Unlikely                       | Somewhat likely | Likely          | Very likely            |
| <b>Probable</b>       | Unlikely                       | Unlikely        | Somewhat likely | Likely                 |
| <b>Possible</b>       | Unlikely                       | Unlikely        | Unlikely        | <b>Somewhat likely</b> |
| <b>Improbable</b>     | Unlikely                       | Unlikely        | Unlikely        | Unlikely               |



| Likelihood of Failure & Impact | Consequences of Failure |          |             |          |
|--------------------------------|-------------------------|----------|-------------|----------|
|                                | Negligible              | Minor    | Significant | Severe   |
| <b>Very likely</b>             | Low                     | Moderate | High        | Extreme  |
| <b>Likely</b>                  | Low                     | Moderate | High        | High     |
| <b>Somewhat likely</b>         | Low                     | Low      | Moderate    | Moderate |
| <b>Unlikely</b>                | Low                     | Low      | Low         | Low      |

## Recommendations

Aerial assessment of the attachments of tree 1 is recommended to ensure integrity. Thinning the stem maximum 15% is also suggested to reduce wind loading.

## Tree 2

### Observations

Tree 2 is a 1m diameter red cedar straddling the north property line; it is in fair condition.

Excessive pruning has encouraged very large tops and questionable attachments throughout the crown. Live crown ratio is 90% with 8m crown spread. Minimal deadwood and dieback was observed. No sign of disease was noted.

This cedar tree is targeting the park, kayak rack and adjacent property. The target area is considered high.

### Conclusions

Tree 2 is considered a moderate hazard. The assessment matrix is based on the possibility of branch or top failure.

TRAQ assessment matrix:

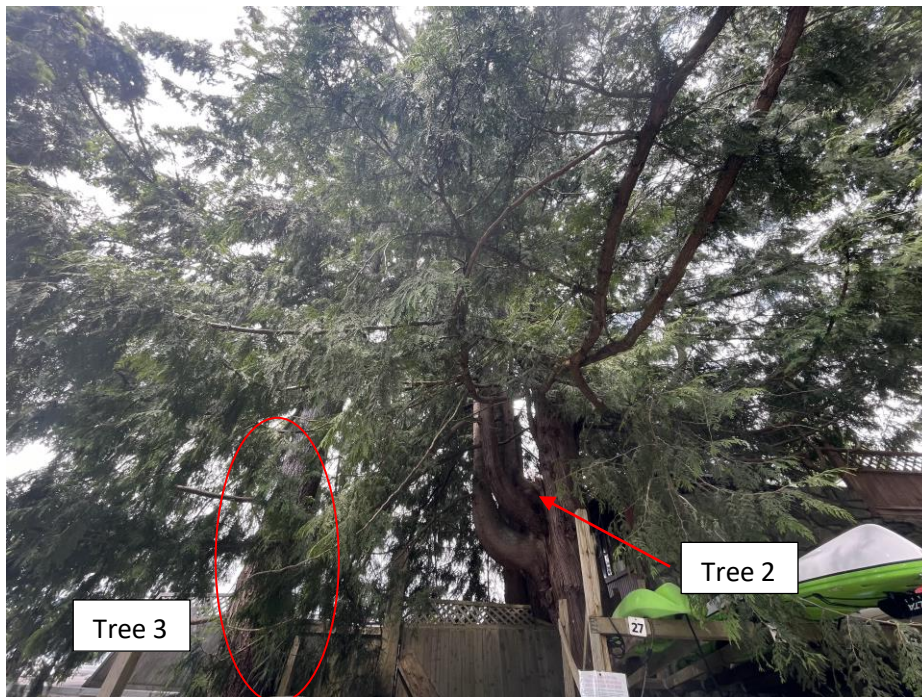
| Likelihood of failure | Likelihood of Impacting Target |                 |                 |                 |
|-----------------------|--------------------------------|-----------------|-----------------|-----------------|
|                       | Very low                       | Low             | Medium          | High            |
| <b>Imminent</b>       | Unlikely                       | Somewhat likely | Likely          | Very likely     |
| <b>Probable</b>       | Unlikely                       | Unlikely        | Somewhat likely | Likely          |
| <b>Possible</b>       | Unlikely                       | Unlikely        | Unlikely        | Somewhat likely |
| <b>Improbable</b>     | Unlikely                       | Unlikely        | Unlikely        | Unlikely        |

| Likelihood of Failure & Impact | Consequences of Failure |          |             |          |
|--------------------------------|-------------------------|----------|-------------|----------|
|                                | Negligible              | Minor    | Significant | Severe   |
| Very likely                    | Low                     | Moderate | High        | Extreme  |
| Likely                         | Low                     | Moderate | High        | High     |
| Somewhat likely                | Low                     | Low      | Moderate    | Moderate |
| Unlikely                       | Low                     | Low      | Low         | Low      |

## Recommendations

Tree 2 is recommended to be climbed for an aerial inspection of the multiple attachments.

Photo 3 – multiple tops/stems of tree 2 and tree 3 a few meters away



## Tree 3

### Observations

Tree 3 is an approximately 1m diameter Douglas fir situated a few meters west of tree 2 along the property line; it is in good condition.



This vigorous tree has a single stem with 90% live crown ratio and 8m crown spread. Minimal deadwood and dieback was noted; no sign of disease was discovered

Tree 3 is targeting the beach, park, kayaks and adjacent property. The target area is considered high.

## Conclusions

Tree 3 is considered a moderate hazard. The assessment matrix is based on the possibility of large branch loss.

TRAQ assessment matrix:

| Likelihood of failure | Likelihood of Impacting Target |                 |                 |                 |
|-----------------------|--------------------------------|-----------------|-----------------|-----------------|
|                       | Very low                       | Low             | Medium          | High            |
| <b>Imminent</b>       | Unlikely                       | Somewhat likely | Likely          | Very likely     |
| <b>Probable</b>       | Unlikely                       | Unlikely        | Somewhat likely | Likely          |
| <b>Possible</b>       | Unlikely                       | Unlikely        | Unlikely        | Somewhat likely |
| <b>Improbable</b>     | Unlikely                       | Unlikely        | Unlikely        | Unlikely        |

| Likelihood of Failure & Impact | Consequences of Failure |          |             |          |
|--------------------------------|-------------------------|----------|-------------|----------|
|                                | Negligible              | Minor    | Significant | Severe   |
| <b>Very likely</b>             | Low                     | Moderate | High        | Extreme  |
| <b>Likely</b>                  | Low                     | Moderate | High        | High     |
| <b>Somewhat likely</b>         | Low                     | Low      | Moderate    | Moderate |
| <b>Unlikely</b>                | Low                     | Low      | Low         | Low      |

## Recommendations

Tree 3 is recommended to be pruned to remove dead, broken or diseased branches and to be thinned maximum 15% to reduce wind loading.

## Trees 4 and 5

### Observations

Trees 4 and 5 are 69cm and 79cm diameter red cedars situated along the beach edge south of tree 3; they are in fair condition.

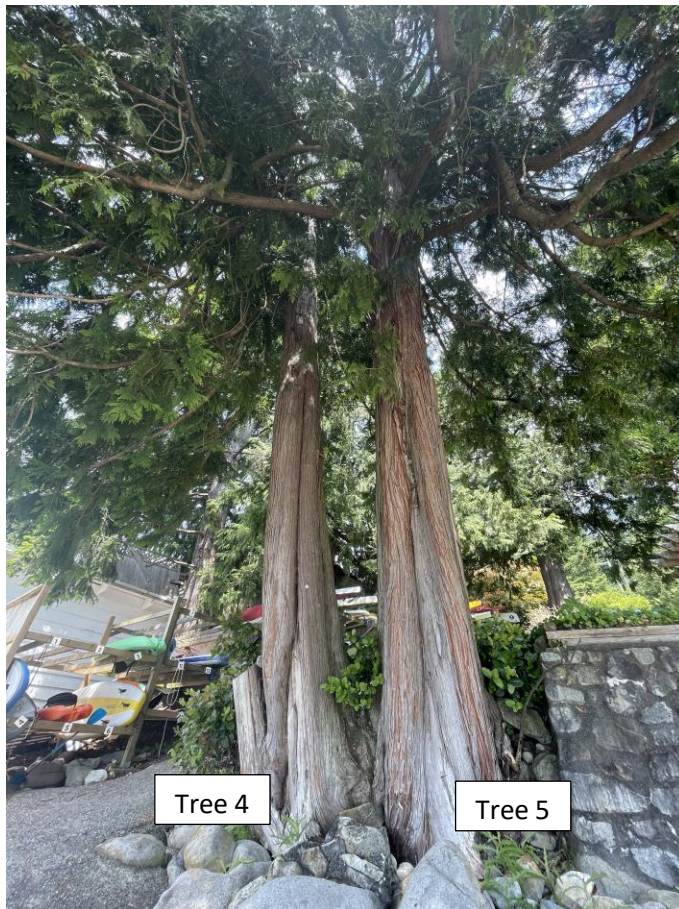
Both previously topped, rot is suspected in the tops where stems are growing out of the sides. Live crown ratio is 70% with about 7m crown spread for each tree. No sign of disease was discovered.

These trees are targeting the beach and park. The target area is considered high.

## Conclusions

Trees 4 and 5 are considered moderate hazards. The assessment matrix is based on the possibility of large branch or top loss.

Photo 4 – trees 4 and 5 above the beach with multiple large stems growing out of side of tops



TRAQ assessment matrix:

| Likelihood of failure | Likelihood of Impacting Target |                 |                 |                 |
|-----------------------|--------------------------------|-----------------|-----------------|-----------------|
|                       | Very low                       | Low             | Medium          | High            |
| <b>Imminent</b>       | Unlikely                       | Somewhat likely | Likely          | Very likely     |
| <b>Probable</b>       | Unlikely                       | Unlikely        | Somewhat likely | Likely          |
| <b>Possible</b>       | Unlikely                       | Unlikely        | Unlikely        | Somewhat likely |
| <b>Improbable</b>     | Unlikely                       | Unlikely        | Unlikely        | Unlikely        |





| Likelihood of Failure & Impact | Consequences of Failure |          |             |          |
|--------------------------------|-------------------------|----------|-------------|----------|
|                                | Negligible              | Minor    | Significant | Severe   |
| <b>Very likely</b>             | Low                     | Moderate | High        | Extreme  |
| <b>Likely</b>                  | Low                     | Moderate | High        | High     |
| <b>Somewhat likely</b>         | Low                     | Low      | Moderate    | Moderate |
| <b>Unlikely</b>                | Low                     | Low      | Low         | Low      |

## Recommendations

Trees 4 and 5 are suggested to have their tops inspected aerially to ensure integrity of attachments and have any dead or broken branches removed.

## Tree 6

### Observations

Tree 6 is a 106cm diameter cedar located beside the stairs above the beach; it is in average condition.

This is a vigorous tree which was topped previously; there are five or six main tops. Live crown ratio is 85% and 8m crown spread. No sign of disease was noted.

Targets include the beach, stairs and park. The target area is considered high.

### Conclusions

Tree 6 is considered a moderate hazard. The assessment matrix is based on the possibility of large branch or top loss.

TRAQ assessment matrix:

| Likelihood of failure | Likelihood of Impacting Target |                 |                 |                 |
|-----------------------|--------------------------------|-----------------|-----------------|-----------------|
|                       | Very low                       | Low             | Medium          | High            |
| <b>Imminent</b>       | Unlikely                       | Somewhat likely | Likely          | Very likely     |
| <b>Probable</b>       | Unlikely                       | Unlikely        | Somewhat likely | Likely          |
| <b>Possible</b>       | Unlikely                       | Unlikely        | Unlikely        | Somewhat likely |
| <b>Improbable</b>     | Unlikely                       | Unlikely        | Unlikely        | Unlikely        |



| Likelihood of Failure & Impact | Consequences of Failure |          |             |          |
|--------------------------------|-------------------------|----------|-------------|----------|
|                                | Negligible              | Minor    | Significant | Severe   |
| <b>Very likely</b>             | Low                     | Moderate | High        | Extreme  |
| <b>Likely</b>                  | Low                     | Moderate | High        | High     |
| <b>Somewhat likely</b>         | Low                     | Low      | Moderate    | Moderate |
| <b>Unlikely</b>                | Low                     | Low      | Low         | Low      |

## Recommendations

Tree 6 is suggested to have an aerial inspection of the tops to ensure integrity of attachments and to have the crown pruned maximum 15%.

## Tree 7

### Observations

Tree 7 is an 81cm Douglas fir located directly west of tree 6; it is in average condition.

This tree has been topped and has 85% live crown ratio and 8m crown spread. Vigor is good and taper is moderate. No deadwood or dieback was noted and no sign of disease.

Targets include the beach, stairs and park.

### Conclusions

Tree 7 is considered a moderate hazard. The assessment matrix is based on the possibility of large branch loss.

TRAQ assessment matrix:

| Likelihood of failure | Likelihood of Impacting Target |                 |                 |                 |
|-----------------------|--------------------------------|-----------------|-----------------|-----------------|
|                       | Very low                       | Low             | Medium          | High            |
| <b>Imminent</b>       | Unlikely                       | Somewhat likely | Likely          | Very likely     |
| <b>Probable</b>       | Unlikely                       | Unlikely        | Somewhat likely | Likely          |
| <b>Possible</b>       | Unlikely                       | Unlikely        | Unlikely        | Somewhat likely |
| <b>Improbable</b>     | Unlikely                       | Unlikely        | Unlikely        | Unlikely        |



| Likelihood of Failure & Impact | Consequences of Failure |          |             |          |
|--------------------------------|-------------------------|----------|-------------|----------|
|                                | Negligible              | Minor    | Significant | Severe   |
| <b>Very likely</b>             | Low                     | Moderate | High        | Extreme  |
| <b>Likely</b>                  | Low                     | Moderate | High        | High     |
| <b>Somewhat likely</b>         | Low                     | Low      | Moderate    | Moderate |
| <b>Unlikely</b>                | Low                     | Low      | Low         | Low      |

## Recommendations

Tree 7 is suggested to have an aerial inspection of the tops to ensure integrity of attachments and to have the crown pruned maximum 15% to reduce wind loading.

## Tree 8

### Observations

Tree 8 is a 116cm diameter cedar located west of the playground; it is in good condition.

This is a vigorous tree with moderate taper; live crown ratio is 90% with 9m crown spread. It is codominant at 2m from grade with no deadwood or dieback observed and no sign of disease.

Tree 8 is targeting the park, bench and playground.

### Conclusions

Tree 8 is considered a moderate hazard. The assessment matrix is based on the possibility of branch loss.

TRAQ assessment matrix:

| Likelihood of failure | Likelihood of Impacting Target |                 |                 |                 |
|-----------------------|--------------------------------|-----------------|-----------------|-----------------|
|                       | Very low                       | Low             | Medium          | High            |
| <b>Imminent</b>       | Unlikely                       | Somewhat likely | Likely          | Very likely     |
| <b>Probable</b>       | Unlikely                       | Unlikely        | Somewhat likely | Likely          |
| <b>Possible</b>       | Unlikely                       | Unlikely        | Unlikely        | Somewhat likely |
| <b>Improbable</b>     | Unlikely                       | Unlikely        | Unlikely        | Unlikely        |

| Likelihood of Failure & Impact | Consequences of Failure |          |             |          |
|--------------------------------|-------------------------|----------|-------------|----------|
|                                | Negligible              | Minor    | Significant | Severe   |
| <b>Very likely</b>             | Low                     | Moderate | High        | Extreme  |
| <b>Likely</b>                  | Low                     | Moderate | High        | High     |
| <b>Somewhat likely</b>         | Low                     | Low      | Moderate    | Moderate |
| <b>Unlikely</b>                | Low                     | Low      | Low         | Low      |

## Recommendations

Tree 8 is suggested to be pruned maximum 15% to reduce wind loading.

Photo 5 – tree 8 located west of the playground with bench underneath





## Tree 9

### Observations

Tree 9 is a 47m diameter Norway maple located at the park entrance; it is in good condition.

This maple tree is codominant at 2.2m from grade and is vigorous with good structure. Very little deadwood was noted and no sign of disease.

Targets include the surrounding park area.

### Conclusions

Tree 9 is considered a low hazard. The assessment matrix is based on the possibility of branch failure.

TRAQ assessment matrix:

| Likelihood of failure | Likelihood of Impacting Target |                 |                 |                 |
|-----------------------|--------------------------------|-----------------|-----------------|-----------------|
|                       | <b>Very low</b>                | <b>Low</b>      | <b>Medium</b>   | <b>High</b>     |
| <b>Imminent</b>       | Unlikely                       | Somewhat likely | Likely          | Very likely     |
| <b>Probable</b>       | Unlikely                       | Unlikely        | Somewhat likely | Likely          |
| <b>Possible</b>       | Unlikely                       | Unlikely        | Unlikely        | Somewhat likely |
| <b>Improbable</b>     | Unlikely                       | Unlikely        | Unlikely        | Unlikely        |

| Likelihood of Failure & Impact | Consequences of Failure |              |                    |               |
|--------------------------------|-------------------------|--------------|--------------------|---------------|
|                                | <b>Negligible</b>       | <b>Minor</b> | <b>Significant</b> | <b>Severe</b> |
| <b>Very likely</b>             | Low                     | Moderate     | High               | Extreme       |
| <b>Likely</b>                  | Low                     | Moderate     | High               | High          |
| <b>Somewhat likely</b>         | Low                     | Low          | Moderate           | Moderate      |
| <b>Unlikely</b>                | Low                     | Low          | Low                | Low           |

### Recommendations

No work is recommended for tree 9 at this time.

Photo 6 – tree 9 at the park entrance



Photo 7 – double stems of tree 10 beside washroom building





## Tree 10

### Observations

Tree 10 is a double-stemmed cedar with diameters of 88cm and 72cm; it is in average condition at this time.

This tree is vigorous and was topped previously. Live crown ratio is 85% with about 10m crown spread. No sign of disease was discovered.

Targets include the park including the adjacent washroom building.

### Conclusions

Tree 10 is considered a moderate hazard. The assessment matrix is based on the possibility of large branch or top loss.

TRAQ assessment matrix:

| Likelihood of failure | Likelihood of Impacting Target |                 |                 |                 |
|-----------------------|--------------------------------|-----------------|-----------------|-----------------|
|                       | Very low                       | Low             | Medium          | High            |
| <b>Imminent</b>       | Unlikely                       | Somewhat likely | Likely          | Very likely     |
| <b>Probable</b>       | Unlikely                       | Unlikely        | Somewhat likely | Likely          |
| <b>Possible</b>       | Unlikely                       | Unlikely        | Unlikely        | Somewhat likely |
| <b>Improbable</b>     | Unlikely                       | Unlikely        | Unlikely        | Unlikely        |

| Likelihood of Failure & Impact | Consequences of Failure |          |             |          |
|--------------------------------|-------------------------|----------|-------------|----------|
|                                | Negligible              | Minor    | Significant | Severe   |
| <b>Very likely</b>             | Low                     | Moderate | High        | Extreme  |
| <b>Likely</b>                  | Low                     | Moderate | High        | High     |
| <b>Somewhat likely</b>         | Low                     | Low      | Moderate    | Moderate |
| <b>Unlikely</b>                | Low                     | Low      | Low         | Low      |

### Recommendations

Tree 10 is recommended to have its attachments inspected and crown thinned maximum 15%.



## Note

All trees in question are considered to have high target areas because of the regular activity in the park and proximity of benches, play areas, buildings, equipment and beach.

Some tree diameters were estimated due to limited access to some stems.

Trees 4 and 5 were grouped together for the purposes of this report as they are located side by side, are the same species and have the same recommendations.

Further recommendations may be made as a result of aerial inspections.

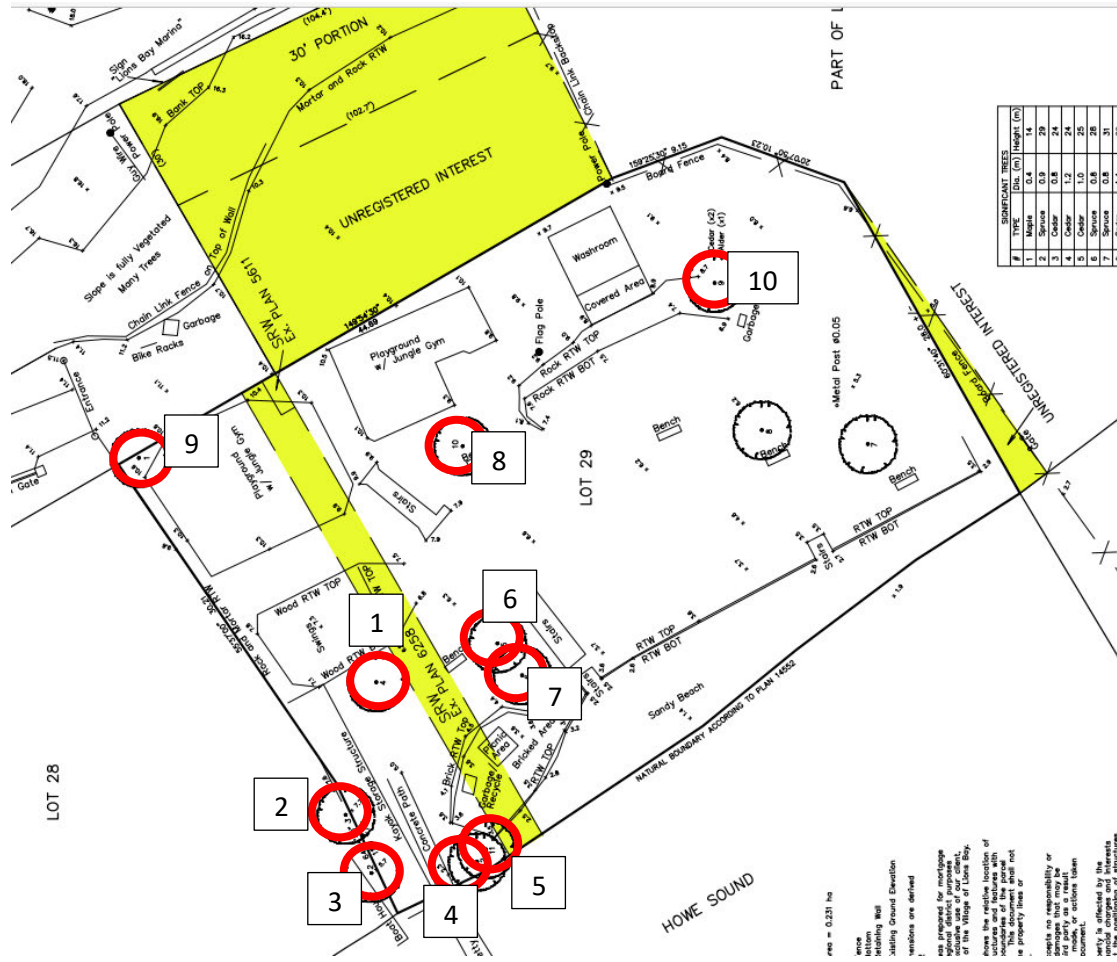
Re-assessment of all trees is recommended every 3-5 years.

A handwritten signature in black ink, appearing to read "Krista Braathen", is written over a faint, light blue rectangular background.

Krista Braathen  
ISA Certified Arborist PN - 5458A  
ISA Certified Tree Risk Assessor (TRAQ)  
Heartwood Tree Consulting



Figure 2 – plan with trees plotted for reference





## Assumptions, Limiting Conditions and General Waiver

I confirm that the trees listed on the property identified in this report have been inspected.

I have no current or prospective financial interest in the vegetation or the property which is the subject of this report and have no personal interest or bias in favour of or against any of the involved parties or their respective position(s) if any.

The analysis, opinions and conclusions stated herein are the product of my independent professional judgement and based on current scientific procedures and facts, and the foregoing report was prepared according to commercially reasonable and generally accepted arboriculture standards and practices for British Columbia.

The information included in this report covers only those trees that were examined and reflects the condition of the trees as of the time and date of inspection. This report is 'valid' for the day of inspection only, as this is natural entity and weather conditions and site factors can change.

This report and the opinions expressed herein are not intended, nor should they be construed as any type of warranty or guarantee regarding the condition of the subject trees in the future.

To the best of my knowledge and belief, all statements and information in this report are true and correct and information provided by others is assumed to be true and correct.

I am not an attorney or engineer. This report does not cover those areas of expertise and represents advice only of arboricultural nature. Without limiting the generality of the preceding sentence, it is understood that nothing contained in this report is intended as legal advice or advice or opinions regarding soil stability or zoning laws, and this report should not be relied upon to take place of such advice.

## Lions Bay Beach Park Project:

Environmental Group initial notes, December 17<sup>th</sup>, 2022 – updated December 19<sup>th</sup>

Drafted by: Penny Nelson and Clara George with input from Ruth Simons

### What do we know?

- There are grant criteria relating to environmental and climate considerations, as follows:

Reducing water use or reusing water;

Reducing energy use for the facility size (eg high-efficiency equipment/appliances/lighting, heating systems, and HVAC controls), recovering energy (eg heat recovery ventilation), or generating energy on-site (eg renewable energy);

Securing local materials where possible;

Any other measures that minimise GHG impact (eg local food production), and

Any other measures that reduce environmental impacts.

These considerations must be applied to all elements of the park

- The park is upland to the ocean: everything that happens in the park should be considered in this light (obvious but worth the reminder)
- The park falls within the Átl'ka7tsem/Howe Sound Biosphere Region and the [English Bay, Burrard Inlet and Howe Sound Important Bird Area](#) (IBA): we have a duty of care to ensure both are considered. The Village is committed to supporting the Biosphere and Bird Friendly initiatives
- Conservation groups in the village have been promised/are asking for:

David Suzuki Butterflyway Project: was promised an area to plant a BFW garden. In discussion with Val it is possible they could manage two patches. Cost of plants to be covered by beach park grant – budget tbd by committee

areas can be defined as butterfly gardens and can be incorporated at any time. This is not part of the grant scope.

Átl'ka7tsem/Howe Sound Biosphere Region: was promised a sign/plaque that refers to this initiative (could be similar to Bird Sign in the Mary Comber Miles Indigenous Plant Garden or other interpretive signage in the Village, whatever is deemed appropriate); previous council was asked to contribute to the cost in a document that promised further support to the Biosphere – can be added later; three are planned, Squamish received a grant to buy and install theirs

the storyboards will accommodate this educational piece

Lions Bay Bird Friendly Initiative: asked for an educational sign similar to the sign in the indigenous plant garden but featuring local shorebirds (cost of sign is <\$300, volunteers built wooden frame and installed the other one)

Bear Smart Committee: are asking for educational info/signage including about managing waste in the park to prevent bears from getting into garbage etc

the storyboards could also accommodate Bird Friendly and Bear Smart, but the amount of signage should be managed. At the end of the day, the beach park committee are the not the keepers of what happens at the beach long term. Signage can be requested through council, but it is not a requirement of the grant.

## Initial ideas

In addition to staying true to community values and grant requirements, features of Village projects and facilities provide educational opportunities for residents in line with other community initiatives. Some of the suggestions below are included with this in mind. Some could be added later but may require planning upfront (eg plumbing and placement). In some instances, other grant funding could be obtained to offset costs for an installation outside of this project. These could be brought into the final LBBP design for action later. However, fundamental principles should be considered in line with grant criteria.

small tanks can be added, but to really service this area, you would be require thousands of litres of storage. Not practical, but a couple of 1000L IBC totes to cover a small amount of irrigation.

per above water source will not last that long so we would require dual service connections, and collected water does require a grit separator. Not practical.

- Rainwater for drip irrigation of plantings and trees during level 4/5 restrictions (simple above ground tanks – will also serve as an example to homeowners). Since space is limited, consider placing tanks under the washroom? Metal roof is best option for this purpose
  - Rainwater for flushing toilets? Use village water only when really necessary
  - Native plants require less water and less maintenance once established: plantings should be indigenous agreed and easy to accommodate
  - A lawn alternative such as [micro clover](#) requires less water and maintenance once established although is not native. No pesticides should be used in the park (cosmetic pesticides are banned by [bylaw](#) in Lions Bay; also a Bird Friendly City commitment) not sure we are planning on installing new lawn areas
  - Avoid use of hot water tank, install electric hot water on demand instead. Or solar water heating or a combination of the two? No hot water tank makes for more usable space within the building and reduced hydro costs. Do we add an expensive means of preventing pipes from freezing (eg low current on system) so that no winterising/restart required each year (less staff time) and washrooms are usable in the winter (eg Polar Bear Dip)? we are not installing hot water, as it is not necessary
  - Spec solatubes/similar, skylights and windows which provide natural light (reduce energy consumption). Skylights and windows also provide cooling/ventilation (but are higher maintenance), clerestory windows or similar. Consider solar powered LED DC lighting if required (small system)? Lighting likely not necessary because park closed overnight and washrooms are locked in the dark winter months we have clerestory glazing to provide daylight, privacy, air flow, etc. Solar LED lighting could be considered, but would need controllers
  - In line with the Village’s Bird Friendly City Commitment, windows of municipal buildings are required to be Bird Friendly (not necessary for skylights – other windows not likely to be view windows, so should not be an issue; the Bird Friendly team has a limited supply of product if required, and can probably acquire more; there are also other options) can we get a spec on the requirements of this?
- Outdoor lighting should not be required, but if necessary due to code requirements should be turned off overnight and directed downwards only in line with Bird Friendly City commitments
- Ensure we have enough power so no generators are required to be running during events (GHG emissions) this should be evaluated as no budget was defined for upsizing the electrical service to the beach park.
  - Hot air hand dryers to avoid use of paper towels - check ampage requirements when defining upgrades to power supply; no paper towels also reduces cost and means staff are not required to refill the receptacle on busy summer weekends to be coordinated with public work and what they require for maintenance

outdoor lighting is required at the stair and pathway for those events that need light to safely exit the park. needs some thought...

- Slope runoff – permeable surfaces only to reduce runoff (no concrete which also gets very hot); tree canopy mitigates erosion and runoff – no pesticides hard surface was part of the grant requirement - to be reviewed.
- Rubber crumb products should not be used as per the landscape architects’ proposal – carcinogenic for humans, toxic for the ocean (contains heavy metals), breaks down over time and microparticles are similar to microplastics (see additional info provided); No petroleum products on the beach agree, no rubber - sand because we're at the beach....
- Kayak ramp – take into account wave pattern changes which may cause erosion of beach elsewhere to be confirmed...
- Better recycling options throughout the park and signage to educate and ensure correct disposal of garbage, food waste and recyclables. Garbage containers to be smaller than recycling bins to point users to correct receptacles to be coordinated (spec and cost) with PW...not defined as a grant cost, and seems to be an operations issue
- Water bottle refilling station with educational info (vs bottled water): can be a separate feature in the park or simply a faucet at the washroom high enough to accommodate the filling of a water bottle (cheaper option but not as attractive or fun eg [Campbell River fire hydrant](#) filling station) for cost, the washroom tap option makes sense...signage?
- Septic: does it meet environmental requirements given the expansion and proximity of the ocean? Is there a mop-up plan in place if the system fails? Environmental considerations due to proximity to ocean including setbacks? to be confirmed with the septic engineer and PW...
- Building materials: local and durable, eg composite countertops in washrooms that are hard wearing and a sustainable option (eg quartz/recycled plastic... Silestone etc) all materials being reviewed with the architect and PW. Balance of long durability with budget to be reviewed.
- Steps: stone or other natural material, not concrete, can existing stairs remain?
- Trees – should be retained for several environmental reasons (including shade, carbon sequestration, habitat, etc), aesthetics, in support of our Bird Friendly City designation, also - see Tree Group report. It should be noted trees that have been topped are not necessarily a danger or in need of removal and are still protected by the bylaw if large enough, another educational opportunity
- There are several “significant trees” within the park, defined in the [Trees, Views and Landscapes Bylaw](#) as follows: *“any tree that is of particular significance to the Village, due to size, age, landmark value, cultural, ecological or social import, trees planted by the Village on boulevards, and any tree that is protected as wildlife habitat for an egg or a nest under Section 34 of the Wildlife Act”*. Sizes per species are in Schedule C of the bylaw (pg 17).
- Some of the trees in the park are “Ancient Growth Trees” defined as follows: *“Trees greater than 90 centimetres in diameter are considered ancient growth and should be protected under any circumstances unless they become a hazard to life, homes or services”*.
- Because a tree permit is required to work on municipal trees, and because the tree bylaw only allows tree work on municipal trees outside of the songbird nesting season (March 26<sup>th</sup> - August 16<sup>th</sup>) this might impact timelines. Work may be carried out during this period, but a RP Bio must complete a nesting survey first. In keeping with our Bird Friendly City Designation, we have committed to complying with these measures to protect birds.
- Sea level rise – Province works with 1m by 2100, 2m by 2200 (embedded into Provincial planning); look at ways to mitigate rise, tide surges and provide protection from increased wave action due to rise in level vs expensive earthworks to existing structures? The following resources have been provided by Ruth Simons: sea level rise on a broader view is not included in this grant. While this is an important consideration for the short and long term, this should be addressed by the infrastructure committee.

Trees - we have an arbourist that is providing recommendations to existing trees and their long term risk.

[North Shore Sea Level Rise Strategy](#)

[Presentations on both by District staff to the Ocean Watch Action Committee](#)

[Marine Reference Guide Map](#): has data layers on sea level rise sensitivity. Click on Analysis/Conservation and Climate Change/Sea level rise sensitivity.

**As a suggestion:**

The Climate Action Advisory Committee should perhaps review environmental considerations around this project as it moves forward.

**From:** [REDACTED]  
**To:** [Council; Agenda](#)  
**Subject:** Beach park design delegation  
**Date:** January 22, 2025 9:00:21 AM

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Dear Councillor Cunliffe, Council, and Staff:

I found the beach park design presentation at yesterday's council meeting very informative and professional.

My sense is the architects did a great job interpreting the design brief and offered an interesting and practical interpretation of what the beach park could look like.

As someone who enjoys the beach in the summer and recognizes the value the beach has to us as a community asset, I certainly welcome the progress council and staff have made on this project.

It is a vast improvement from the prefabricated washroom that was being considered at one point during the project design lifecycle.

The new building is thoughtfully laid out, the southwest facing seating area and covered portion is a welcome improvement and offers a nice opportunity for less mobile visitors to enjoy the beach views without being exposed directly to bathroom doors and the utilitarian side of the building.

I hope council can support staff and enable them to execute on the project. I would certainly support some budget overrun at this stage if we can make something as nice as what was presented a reality.

It's a beautiful design.

Thanks for all the hard work to get to this point.

Norm

**From:** [REDACTED]  
**To:** [Council; Agenda](#)  
**Subject:** Attractant management - increase fleet size  
**Date:** January 22, 2025 9:00:24 AM

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Dear Councillor Cunliffe, Council and staff:

Could council please consider discussing increasing the garbage pick-up fleet size to facilitate a single timeslot for garbage pick-up across the community?

While our household has some flexibility, we are both working full time and there certainly have been Friday mornings where we don't meet the very late timeslot assigned to upper Oceanview. ie. 10am to 1pm (this is an objectively difficult timeslot for any working person)

Not everyone has a pickup truck or is comfortable putting smelly garbage bags in their vehicles; and quite frankly we all pay the same for pick up, so it should be similar access to the service across the community.

Would the added cost (I assume this might be more expensive) be a reasonable compromise to create an even playing field for all residents and a good investment in our wildlife attractant management obligations?

It could free up by law enforcement to focus on other issues.

Kind regards,  
Norm



**From:** [Morgan Gatto](#)  
**To:** [Neville Abbott](#); [Michael Broughton](#); [Jaime Cunliffe](#); [Marcus Reuter](#); [Agenda](#)  
**Subject:** BASIC COST BREAKDOWN of LIONS BAY BEACH PARK REVITALIZATION  
**Date:** February 13, 2025 2:18:26 PM  
**Attachments:** [LBBPR Budget grant comparison.xlsx](#)

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Please find attached a basic cost breakdown and comparison to the original grant criteria minus the jetty upgrade. This breakdown was prepared by the Construction Manager Morgan & Gatto Design & Building Ltd.

The numbers used come from M & G, a printed copy of costs from the Financial Officer and verbal numbers expressed by the Village Chief Administrative Officer.

The purpose of this exercise is to demonstrate how over budget the project has become and how vastly over budget the project will be upon completion if the Village continues on this trajectory.

Admittedly the original budget created by the Village in 2019 was very slim considering the criteria included however in the 51 years in the design/build business I have never experienced such cost overruns and reckless spending which leads me to believe the trend demonstrated so far will continue.

Best regards,  
Morgan Gatto  
604 219-6166

**MORGAN & GATTO  
DESIGN & BUILDING LTD.**  
PO BOX 33 LIONS BAY B.C. V0N 2E0  
tel. 604 219-6166 email: morgangattoltd@gmail.com  
117718742RT0001

LIONS BAY BEACH PARK  
COST COMPARISONS. GRANT BREAKDOWN to MORGAN & GATTO to VILLAGE of LIONS BAY

February 13 2025

| DETAILED COST ESTIMATE DATED 01-23-2019<br>PREPARED BY NAIZEM JAFFER | GRANT<br>BUDGET   | M & G             | M & G             | NBA/ EURO         |                                   | COSTS OK'D BY THE VILLAGE<br>RECEIVED 2025-01-23          |
|--|-------------------|-------------------|-------------------|-------------------|-----------------------------------|---|
| <b>Project Planning</b>  |                   | High Estimate     | Low Estimate      | NBA/ EURO         | Comments                          |   |
| No description   | 0.00              | 0.00              | 0.00              |                   |                                   |   |
| <b>Design/Engineering</b>  |                   |                   |                   |                   |                                   |   |
| Engineering and Architectural designs, permits                       | 42,000.00         |                   |                   |                   | Negotiated by the Village         | 385,701.00 <u>918% OF LINE ITEM</u>                       |
| <b>Construction/Materials</b>  |                   |                   |                   |                   |                                   |   |
| Park entrance and accessible pathway to beach                        | 24,000.00         | 24,000.00         | 24,000.00         | SEE BELOW         | No drawings provided              |   |
| Multipurpose hard surface  | 19,900.00         | 20,000.00         | 20,000.00         | SEE BELOW         | No drawings provided              |   |
| Playground structures  | 73,500.00         |                   |                   |                   | Negotiated by the beach committee | 182,000.00 <u>248% OF LINE ITEM</u>                       |
| Covered picnic areas   | 151,950.00        | 176,690.60        | 166,936.20        | SEE BELOW         | M & G                             |   |
| Kayak/SUP storage facility   | 35,000.00         | 30,000.00         | 25,000.00         | 175,000.00        | From CAO                          |   |
| Restrooms  | 400,000.00        | 404,701.20        | 384,917.60        | SEE BELOW         | M & G                             |   |
| Stairs and landscaping   | 45,000.00         | 45,000.00         | 45,000.00         | SEE BELOW         | No drawings provided              |   |
| Revitalized pier and kayak launch area                               | 65,000.00         |                   |                   |                   | Told to remove scope. No drawings |   |
| <b>Other Eligible Costs</b>  |                   |                   |                   |                   |                                   |   |
| No description   | 0.00              |                   |                   | 802,500.00        | EUROHOUSE GUESSTIMATE             | <u>125% OF CUMULATIVE<br/>LINE ITEMS</u>                  |
| <b>Contingency</b>   |                   | 70,000.00         | 66,585.38         | 97,750.00         | 10% Construction Management       |   |
| 25% Contingency  | 214,088.00        | 70,000.00         | 66,585.38         | 97,750.00         | 10% Contingency                   |   |
| Total Gross Project Costs  | 1,070,438.00      | 840,391.80        | 799,024.56        | 1,173,000.00      |                                   | 1,173,000.00 <u>162% OF BUDGET</u>                        |
|  |                   |                   |                   |                   |                                   | <u>1,740,701.00</u>                                       |
| Playground area grading and prep work                                |                   | 15,000.00         | 15,000.00         |                   | EUROHOUSE ?                       |   |
| <u>Add in missing grant numbers. See below</u>                       |                   |                   |                   |                   |                                   |   |
| Playground structures  |                   | 182,000.00        | 182,000.00        |                   |                                   |   |
| Engineering and Architectural designs, permits                       |                   | 37,000.00         | 37,000.00         | 76,000.00         |                                   |   |
| Stairs and landscaping   |                   |                   |                   |                   |                                   |   |
| Revitalized pier and kayak launch area                               |                   | REMOVED           | REMOVED           | REMOVED           |                                   | REMOVED   |
| EXTRAS   | 1,070,438.00      | 1,074,391.80      | 1,033,024.56      | 1,249,000.00      | - - -                             | 1,740,701.00  |
| Repair Lori Beck Pavilion  |                   | 18,000.00         | 15,000.00         | 15,000.00         |                                   | 15,000.00   |
| Septic Repair  |                   | 40,000.00         | 40,000.00         | 40,000.00         |                                   | 40,000.00   |
|  |                   |                   |                   |                   |                                   |   |
|  |                   |                   |                   |                   |                                   |   |
|  |                   |                   |                   |                   |                                   |   |
|  |                   |                   |                   |                   |                                   |   |
| <b>SUMMARY of COST BREAKDOWNS</b>                                    | <b>GRANT</b>      | <b>M&amp;G</b>    | <b>M&amp;G</b>    | <b>NBA/ EURO</b>  |                                   | <b>ANTICIPATED COSTS OK'D BY THE VILLAGE of LIONS BAY</b> |
|  | 1,070,438.00      | 1,132,391.80      | 1,088,024.56      | 1,304,000.00      |                                   | 1,795,701.00  |
| <b>% OF BUDGET</b>   | <b>100%</b>       | <b>106%</b>       | <b>102%</b>       | <b>121%</b>       |                                   | <b>168%</b>   |
| <b>GRANT FUND REMAINING FROM F.O. REPORT</b>                         | 549,191.00        | 549,191.00        | 549,191.00        | 549,191.00        |                                   | 784,952.00  |
| <b>TOTAL COST TO LIONS BAY</b>                                       | <b>521,247.00</b> | <b>583,200.80</b> | <b>538,833.56</b> | <b>754,809.00</b> |                                   | <b>1,010,749.00 TOTAL COST TO LIONS BAY</b>               |