AGENDA

Committee of the Whole

Thursday, November 13, 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=89278325746
To join via phone, dial 778-907-2071 | Meeting ID: 278 014 5720
We are privileged to be meeting and doing work on behalf of the residents of Lions Bay on the traditional unceded territory of the Squamish and Musqueam Nations.

Pages

1. Call to Order
Mayor Berry called the meeting to order at TIME

2. Adoption of Agenda

Recommendation:
THAT the Agenda of the November 13, 2025, Committee of the Whole be adopted as presented.

3. Public Participation

4. Delegations
- None

5. Approval of Minutes of Prior Meetings

5.1 Committee of the Whole Meeting- November 6, 2025 3

Recommendation:
THAT the Committee of the Whole Meeting Minutes of November 6, 2025, be approved.

6. Business arising from the Minutes

7. Unfinished Business

7.1 Budget Meeting #5 6
2026 Budget for Council approval to be presented for First and Second readings at the next Regular Meeting of Council, November 18, 2025.

- For decision

8. Reports
- None

9. Resolutions
- None

10. Bylaws
- None

11. Correspondence

- None

12. New Business

13. Public Questions and Comments

14. Adjournment

Recommendation:
THAT the meeting be adjourned.

COMMITTEE OF THE WHOLE MEETING

OF THE VILLAGE OF LIONS BAY

MINUTES

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

In Attendance:	Mayor Ken Berry Councillor Neville Abbott Councillor Michael Broughton Councillor Ron McLaughlin
Staff In Attendance:	Chief Administrative Officer, Ross Blackwell Financial Officer, Joe Chirkoff Karl Buhr, Director of Operations Deputy Corporate Officer, Kristal Kenna (Recorder)

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1. Call to Order

Mayor Berry called the meeting to order at 6:01 PM

2. Adoption of Agenda

Moved by: Councillor Broughton
Seconded by: Councillor McLaughlin

THAT the Agenda of the November 6, 2025, Committee of the Whole be adopted as presented.

CARRIED

3. Public Participation

- None

4. Delegations

- None

5. Approval of Minutes of Prior Meetings

5.1 Committee of the Whole Meeting- October 23, 2025

Moved by: Councillor McLaughlin
Seconded by: Councillor Broughton

THAT the Committee of the Whole Meeting Minutes of October 23, 2025, be approved.

CARRIED

6. Business arising from the Minutes

- None

7. Unfinished Business

7.1 Budget Meeting # 4

A Budget Matrix was workshopped for departmental and capital budget allocation.

Council agreed to allocate funds for a visioning session to determine the community's future plans, with a proposed budget of $20,000 as a first step in the new Official Community Plan process. Council debated the timing and sequence of any zoning changes, with some suggesting that updating the OCP should come before altering the zoning bylaw.

ACTION ITEM: Bylaw updates budget has been created as a placeholder. Request for staff to identify the most problematic and outdated bylaws and triage for updating (Council would like to see more specific quotes in terms of the bylaw updates).

Council discussed several infrastructure projects, including a $60,000 upgrade for the SCORE project, $200,000 for a Broughton Hall extension for storage, a $200,000 pH water adjustment project, a feasibility report with a $25,000 budget to explore well water. Council noted that addressing water pH issues could help slow the degradation of water pipes.

8. Reports

8.1 Zoning Bylaw & Cottages

Council reviewed cottages in the Zoning Bylaw, with concerns raised about definitions, and permitted uses.

9. Resolutions

- None

DRAFT

10. Bylaws

- None

11. Correspondence

- None

12. New Business

13. Public Questions and Comments

Deidre Bain - Posed a question about cottages in the Zoning and Development Bylaw.

14. Adjournment

Moved by: Councillor McLaughlin
Seconded by: Councillor Broughton

THAT the meeting be adjourned.

The meeting concluded at 7:38 PM

CARRIED

Mayor

Corporate Officer

Date Adopted by Council:

DRAFT

STAFF REPORT

DATE: 2025-11-12 **FILE:** FN-2025-005

TO: Council

FROM: Joe Chirkoff, Financial Officer

RE: **2026 - 2030 Five Year Financial Plan Bylaw**

BACKGROUND:

The bylaw has been recommended to Council by the Committee of the Whole for first and second reading. As per the Community Charter section 165(1), each year Council must adopt a five-year financial plan bylaw before adoption of the tax rate bylaw and before May 15.

OPTIONS:

1) Approve the recommendation above;
2) Amend the bylaw and grant first and second readings at the next Regular Council Meeting.

FOLLOW UP ACTION:

Assuming the first and second reading are given, the bylaw will be brought back to next meeting for third reading on December 2, 2025.

FINANCIAL CONSIDERATIONS:

None.

LEGAL CONSIDERATIONS:

None.

RECOMMENDED RESOLUTION:

THAT the 2026 – 2030 Five Year Financial Plan Bylaw No. 632, 2026 be given first and second reading.

Respectfully submitted,



_____

Joe Chirkoff
Financial Officer

Attachments:

(1) 2026 - 2030 Five Year Financial Plan Bylaw No. 632, 2026.
(2) Schedule A – Consolidated Financial Plan
(3) Schedule B – Statement of Objectives and Policies

2026 – 2030 Five Year Financial Plan Bylaw No. 632, 2026

Adopted: ***, 2026

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2026 – 2030 FIVE YEAR FINANCIAL PLAN
BYLAW NO. 632, 2026

A bylaw to approve the Five Year Financial Plan for the years 2026 – 2030 inclusive

Pursuant to the provisions of section 165 (1) of the *Community Charter*, the Municipal Council caused to be prepared a Five Year Financial Plan for the period 2023 to 2027 inclusive and the Municipal Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "**2026 – 2030 Five Year Financial Plan Bylaw No. 632, 2026".**

2. The 2025 - 2029 Five Year Financial Plan Bylaw No. 632, 2025 (adopted on May 14, 2024) is hereby repealed.

3. The Council does hereby adopt the Five Year Financial Plan for the years 2026-2030 inclusive, for each year of the plan, as set out in Schedules A and B, attached to this Bylaw and forming a part thereof, as follows:

   Schedule A: Consolidated Financial Plan
   Schedule B: Statement of Objectives and Policies

READ A FIRST TIME	**XX, 2025**
READ A SECOND TIME	**XX, 2025**
READ A THIRD TIME	**XX, 2025**
ADOPTED	**XX, 2025**

_____
Mayor

_____
Corporate Officer

Certified a true copy of
2026 – 2030 Five Year Financial Plan
Bylaw No. 632, 2026 as adopted.

_____
Corporate Officer

5 Year Financial Plan 2026 - 2030

	2026	2027	2028	2029	2030
Revenues					
Taxation	2,103,715	2,166,827	2,231,832	2,298,787	2,367,750
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	210,372	216,683	223,183	229,879	236,775
Utility Fees and Rates	1,555,650	1,633,433	1,715,104	1,800,860	1,890,903
Fees, Licenses and Permits	452,679	455,619	456,733	457,904	459,132
Grants	330,000	381,082	381,082	381,082	381,082
Other	261,836	231,370	236,769	186,369	178,058
Grand Total	**5,067,009**	**5,237,769**	**5,397,459**	**5,507,636**	**5,666,456**
Expenditures					
Amortization	720,603	684,573	650,344	617,827	586,936
General Government	1,277,802	1,231,342	1,260,313	1,290,202	1,321,047
Fire Services	500,496	510,907	521,694	532,873	544,462
Bylaw Services	193,400	183,200	187,634	192,104	196,691
Public Works	839,795	774,547	635,835	652,240	667,213
Planning and Development	52,565	50,661	51,815	53,000	54,217
Parks, Recreation and Facilities	264,473	261,038	266,558	272,835	278,570
Solid Waste	234,394	250,779	258,019	265,526	273,215
Wastewater	75,536	74,546	76,478	78,505	116,708
Water Fund	754,767	769,313	778,471	800,012	903,375
Interest Payments	139,963	116,049	115,383	115,706	67,148
Grand Total	**5,053,795**	**4,906,955**	**4,802,544**	**4,870,831**	**5,009,581**
Surplus/(Deficit)	**13,214**	**330,814**	**594,915**	**636,805**	**656,874**
Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on Tangible Capital Assets	720,603	684,573	650,344	617,827	586,936
MFA Actuarial Gain on Debt	(52,634)	(49,646)	(79,238)	(43,433)	(41,015)
Cash Surplus	**681,183**	**965,741**	**1,166,022**	**1,211,199**	**1,202,795**
Cash items NOT included in Annual Surplus (Deficit)					
Repayment of Debt Principal	(383,957)	(370,004)	(356,025)	(333,189)	(277,779)
Capital Expenditures	(6,513,439)	-	-	-	-
Transfer from (to) Reserves	6,525,191	(280,448)	(488,207)	(549,525)	(589,634)
Transfer to Reserves - Infrastructure Levy	(210,372)	(216,683)	(223,183)	(229,879)	(236,775)
Transfer to Reserves - WWTP	(98,606)	(98,606)	(98,606)	(98,606)	(98,607)
Financial Plan Balance	**0**	**0**	**0**	**0**	**0**

SCHEDULE B

Statement of Objectives and Policies

Funding Sources

Table 1 shows the proportion of total revenue that is proposed to come from each funding source as described in Section 165(7) of the *Community Charter*.

In 2026, property taxes include a 3.0% tax increase and $210,372 of revenue from a 10% infrastructure levy that was initiated by Council in 2019. Grant revenue includes proceeds from infrastructure grants awarded, gas tax funding, and the small community grant. Utility fees and rates include a 5% increase in water, solid waste and wastewater user fees. The majority of fees, licenses and permits revenue comes from building permits, parking fines and parking meters. In 2021, the Village adopted a Parcel Tax Bylaw to recover the costs of a new Wastewater Treatment Plant over a ten year period.

Objective

- The municipality will continue to look for opportunities to reduce the percentage of revenue that comes from property taxation by pursuing alternate revenue sources.

Policies

- Annual user rates for water, sewer and solid waste utilities are established to cover all operating and capital costs of the utility, and where possible, a portion of amortization.
- Where feasible, the municipality charges user fees for services and reviews these fees annually.
- Apply for grant opportunities to cover the cost of infrastructure replacement.

Table 1: Sources of Revenue

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes	45.67%	2,314,087
Grants	6.51%	330,000
Utility Fees and Rates	30.70%	1,555,650
Fees, Licenses and Permits	8.93%	452,679
Other Revenue	6.24%	315,986
Parcel Taxes	1.95%	98,606
TOTAL	**100.0%**	**5,067,009**

Property Tax Distribution

Table 2 outlines the distribution of property tax revenue among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate because the residential property class forms the largest portion of the assessment base and consumes the majority of the municipality's services.

Objective

- To set tax rates based on the principle of equity and responsiveness to economic goals.

Policies

- The municipality will review and compare their distribution of property tax rates to other municipalities with similar property class compositions.
- The municipality sets the class multiple for recreation equal to residential and sets the class multiple for utilities to the maximum allowed by the Province.

Table 2: Distribution of Property Tax Rates

Property Class	% of Total Property Taxation	
	2026	**2025**
Residential (1)	98.13%	98.13%
Utilities (2)	1.43%	1.43%
Business (6)	0.26%	0.26%
Recreation (8)	0.18%	0.18%
TOTAL	**100.00%**	**100.00%**

Permissive Tax Exemptions

The Village of Lions Bay has no permissive tax exemptions in effect at this time as there are no qualifying organizations.

5 Year Financial Plan 2026 - 2030

	2026	2027	2028	2029	2030
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