



Photo credit: Kelsey Wright



2020 Annual Report

Village of Lions Bay
For the Year Ended December 31, 2020

Mayor's Message

On behalf of Council

The last year necessitated a significant change in the way we live. We minimized our interaction, resulting in sacrificing time with our loved ones and put off travel of any type to ensure we kept ourselves safe and healthy. For many, going to work did not mean getting in a car, rather walking down the hall to their home office to plug in for the day.

The COVID-19 challenges revealed the best in Lions Bay, identifying acts of altruism and leadership. We were so fortunate that through this trying year, many amazing and involved Villagers stepped forward. These unsung heroes distributed baked bread, delivered pharmaceuticals and groceries, regularly checked in on their neighbors to make sure they were okay, or arranged for Food Trucks to become a new part of our culture. Being part of local Facebook sites became new gathering opportunities. These acts kept us connected and was the foundation of our resilience before a vaccine was distributed.

Our dedicated and hard-working staff, and Lions Bay Fire Department and Search and Rescue quickly adapted and pivoted to meet challenges and rise above the difficulties. They protected themselves while performing at a high level. Long hours were put in and crews were segregated to control the risks of spreading the disease. Their work kept the Village functioning and us safe.

Despite the pandemic, Council and staff remained focused on Lions Bay's infrastructure needs and how to pay for them:

- Our Infrastructure Gap is the estimated financial difference between where our infrastructure is now, and the cost to replace it at the end of its lifetime. There is an estimated \$24.8 million of replacement infrastructure work needing to be done over the next 30 years or so to keep us at our current state of repair.
- The 2020 Capital Expenditure Plan was \$3 million. The two largest items were:
 - Three pressure reducing valves (PRV stations are required to keep the water pressures at a safe operating level and to ensure adequate fire flows to the Village) costing \$981K. Substantial completion occurred in late March 2021.
 - The Kelvin Grove Wastewater Treatment Plant, which services 17% of the Village, was rebuilt at a cost of \$1.13 million. A Parcel Tax was put in place in 2021 for the users to repay the net construction costs.

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- Our lot in Upper Kelvin Grove did not sell during the year. It subsequently sold in March 2021 for \$695K with proceeds to be utilized for future infrastructure spending.
 - The Province of BC, under the COVID-19 Safe Restart Grant Program awarded Lions Bay \$603K to cover increased operating costs and revenue shortfalls arising from the pandemic. The Village used \$235.9K of the funding in 2020 and has a balance of \$367.1K to cover COVID-19 related expenses in 2021 and 2022.

All we really know about the future is that tomorrow will be different from today. We are in for more interesting days in 2021, and I am optimistic about Lions Bay's ability to adapt and create new ways to connect our community.

Stay well and let's keep standing strong together!

Regards,



Ron McLaughlin
Mayor of Lions Bay



Governance

2018-2022 Council



Mayor Ron McLaughlin



Councillor Neville Abbott



Councillor Fred Bain



Councillor Norm Barmeier



Councillor Jaime Cunliffe

Portfolios, Committees and External Bodies (2020)

Mayor Ron McLaughlin

Portfolio: Strategic Planning; Financial Sustainability; Municipal & Regional District Partnerships

| **Committees:** The Mayor is a member of all Committees of Council

| **External Bodies:** Appointed by Council as Member, TransLink Mayors' Council and as Director (all Metro Board functions except Sewer & Drainage District and Water District); Appointed by Metro Chair as member of Climate Action Committee, Pacific Parkland Foundation (Metro Parks), Electoral Area A Sub-Committee; and Aboriginal Relations Committee. Appointed by TransLink Mayors' Council Chair to the Finance and Government Committee

Councillor Neville Abbott

Portfolio: Strategic Planning | **Committees:** Curly Stewart Memorial Award (Chair); Infrastructure; Emergency Planning

Councillor Fred Bain

Portfolio: Infrastructure; Emergency Services; Strategic Planning | **Committees:** Infrastructure (Chair); Emergency Planning

Councillor Norm Barmeier

Portfolio: Strategic Planning | **Committees:** Infrastructure

Councillor Jaime Cunliffe

Portfolio: Strategic Planning; Volunteer Liaison

2020 Council Committees

Curly Stewart Memorial Trust Fund Award

- Neville Abbott (Chair)
- Rob Baker
- Joan Coert
- Carole Conlin
- Kit McLean
- Hugo Van Hoogstraten

Emergency Program Committee

- Neville Abbott
- Fred Bain
- Ron McLaughlin
- Andrew Oliver
- Tina Schneider
- Robert Whitney (Chair)
- Peter DeJong, CAO
- Nai Jaffer, Public Works Manager

Infrastructure

- Neville Abbott
- Fred Bain (Chair)
- Karl Buhr
- Norm Barmeier
- Tony Greville
- Ron McLaughlin
- Brian Ulrich

Trees, Views and Landscapes

- Jay Barber
- Jim Cannell
- Mike Jury
- Ron McLaughlin
- Simon Waterson (Chair)

Other Statutory Boards (2020)

Board of Variance

- Morgan Gatto
- Ian Mackie (Chair)
- Peter Wreglesworth

Lions Bay Fast Facts



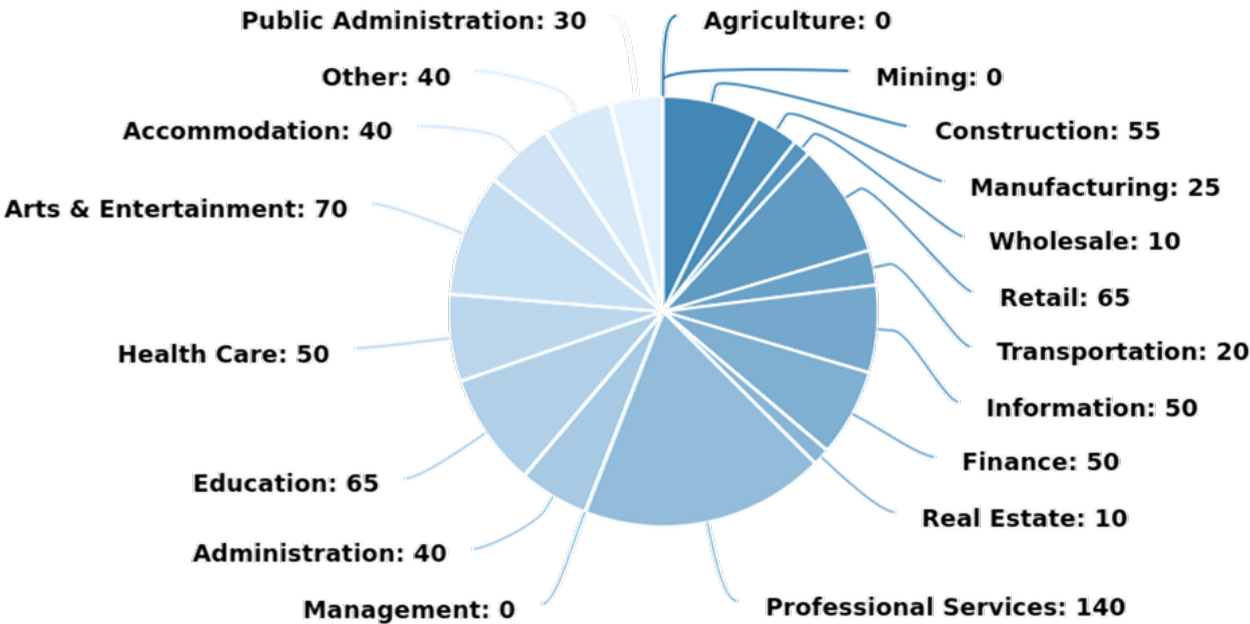
Source: 2016 Statistic Canada



Source: 2016 Statistic Canada



Labour Force by Industry

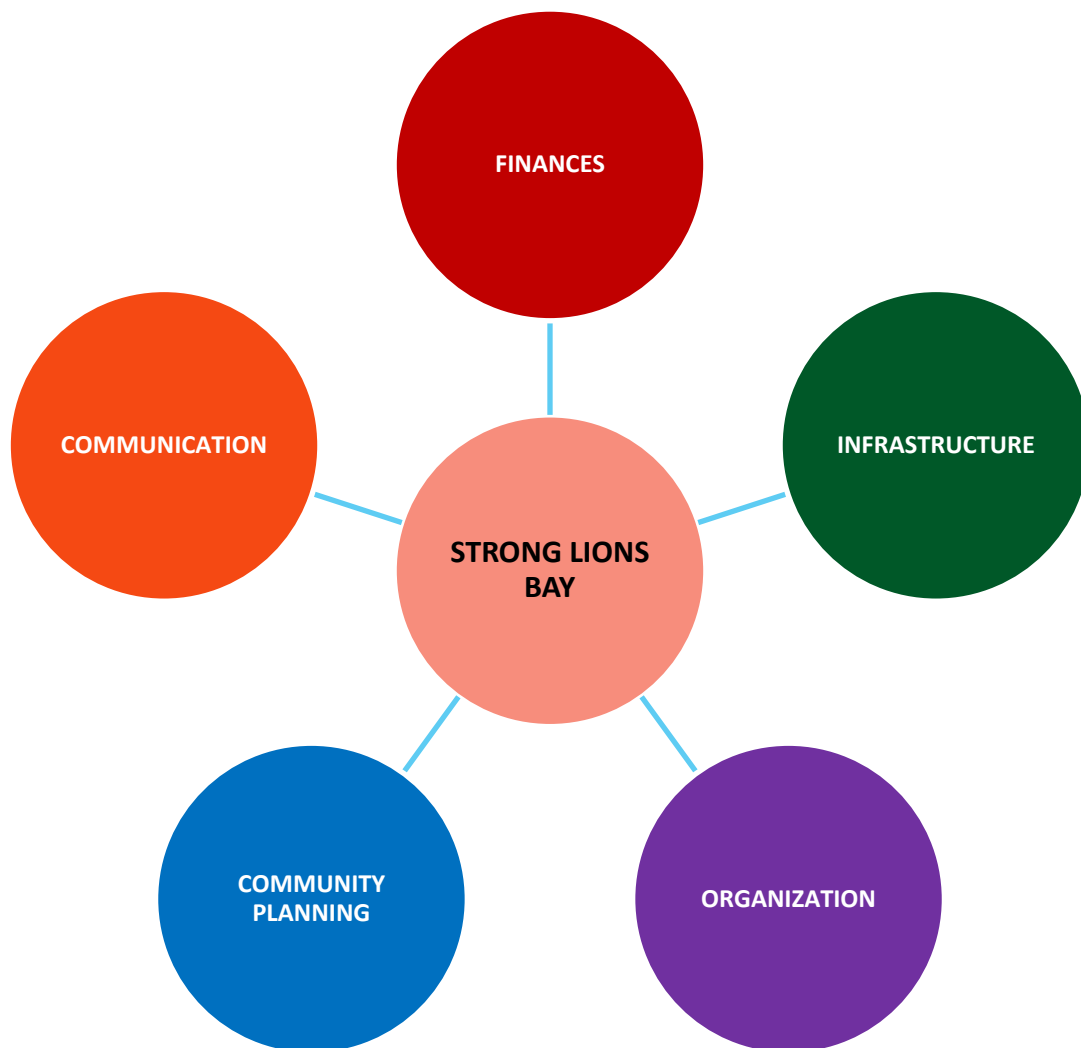


Council Priorities

Each of the strategic focus areas with goals and priority actions is outlined below with target timelines set out as:

- Short Term – 1-2 years
- Medium Term – 2-4 years
- Long Term – over 4 years (next Council)

The following tables in each section outline the results of each focus area in 2020.



Infrastructure Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
<p>Adequately resource maintenance of existing Lions Bay infrastructure and infrastructure spending based on the long-range priorities of the Infrastructure Master Plan.</p> <p>Identify and meet service standards and best practices appropriate to the needs of Lions Bay.</p> <p>Meet critical standards and industry best practices as they continue to evolve.</p>	a. Manage CWWF1-funded Water Network Project to completion.	Short Term	Completed.
	b. Apply for ICIP grant for a portion of the remainder of the CWWF1 project	Short Term	Completed.
	c. Apply for next round of infrastructure grant funding	Short Term	Applied for Bayview DWIP (Drainage Water Infrastructure Project)
	d. Progress cell tower project	Short Term	Completed process. Project not approved.
	e. Implement Phase 1 of Lions Bay Beach Park improvement project, using Water-Access Capital Reserve funds where possible.	Phase 1 - Complete Phase 2 – Short to Medium Term	Phase 1 – Complete Phase 2 – 1 st Grant intake unsuccessful; 2 nd intake fall 2020.
	f. Support the UBC long-range watershed hydrology study	Ongoing	Ongoing
	g. Kelvin Grove WWTP replacement study	Short Term	Completed.
	h. Develop Stormwater Management Plan	Short to Medium Term	Ongoing

Financial Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
<p>Ensure the municipality has adequate long-term financial resources to sustain core work and strategic priorities.</p> <p>Pursue a capital reserve policy to meet the requirements of a comprehensive Asset Management Plan.</p> <p>Utilize grant and debt funding for spending on new and replacement assets for future generations, and eligible funding for operating costs and addressing the infrastructure gap.</p>	a. Apply for all suitable Infrastructure Grants	Ongoing	Ongoing
	b. Advocate for small community concessions on gas tax and rural allowances.	Short Term	Ongoing
	c. Complete work on a comprehensive Asset Management Plan.	Short Term	Ongoing
	d. Complete sale of municipally owned lot at 52 Brunswick.	Short Term	Complete
	e. Complete sale of municipally owned lot in Upper Kelvin Grove.	Short Term	Completed in 2021
	f. Support PRV projects under expanded CWWF through loans under current Loan Authorization bylaw (in progress).	Short Term	Complete – PRV project financed via CWWF grant and MFA loan
	g. Determine options for funding Kelvin Grove WWTP project and implement best option.	Short Term	Ongoing in 2020 – Completed in 2021 with Parcel Tax Bylaw

	h. Consider additional sources of revenue (such as expanding the tax base) and what is required to implement them to address long-term financial sustainability.	Short to Medium Term	Ongoing
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Planning Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
Continue to enhance and implement the Official Community Plan (OCP) to produce a prosperous, diverse, and vibrant complete community, accessible to residents and welcoming to visitors.	a. Adopt a new local Building Bylaw complying with new provincial Building Act.	Short Term	Reviewing prior to draft bylaw
	b. Apply for provincial License of Occupation for W2 Water Zones.	Long Term	Future work
	c. Consider natural hazards Development Permits and associated OCP amendment.	Short Term	Ongoing review prior to bringing forward
	d. Complete Community Amenity Contribution (CAC) policy.	Short Term	Ongoing review prior to bringing forward
	e. Develop and implement initiatives with SD45 to keep Lions Bay School open.	Short Term re: next steps	Continuing to promote school enrollment
	f. Scope the effort to inventory, assess condition and manage trails in Lions Bay.	Short Term	Ongoing
	g. Develop a Boulevard Encroachment Bylaw to address encroachment and vegetation.	Short Term	Ongoing review prior to draft bylaw & consultation
	h. Further develop the Emergency Management Plan.	Short Term	Completed – Additional Annexes ongoing
	i. Negotiate long-term provincial lease at Upper Brunswick, plan move of Public Works Yard there, complete community consultation for redevelopment of the existing site.	Short Term	Ongoing – application submitted
	j. Support initiatives protecting glass sponge reefs in Howe Sound, establishing Howe Sound as a UNESCO Biosphere Region	Ongoing	Glass sponge reefs in Howe Sound are now protected under marine refuge status
	k. Work with Sea-to-Sky communities towards intra-region transit.	Ongoing	Initiative on hold pending Provincial government support
	l. Work with TransLink on service improvements to Lions Bay	Short Term (Advocacy)	Obtained commitment for service hours expansion – delayed due to Covid

	m. Through advocacy & representation, address high noise and excessive accident risk on the Sea-to-Sky Hwy.	Short Term (Advocacy)	Ongoing
	n. Work with developers regarding potentially developable properties	Short Term Medium Term	Ongoing
	o. Council Consideration of options for future of Oceanview Road ROW	Short Term	Ongoing review
	p. Hire a consultant to do a Housing Needs Assessment (required for grant funding through BC Housing) (UBCM grant for next year to meet new statutory requirements per s.585.1-.4 of LGA)	Short Term	Ongoing in 2021
	q. Start planning for undertaking a major update to the OCP by budgeting an amount each year over the next 4 years	Short to Medium Term	Ongoing
	r. Electric Vehicle Charging Station Project – Proceeding with preliminary requirements pending grant application	Short Term	Ongoing – first grant application unsuccessful – planning for next opportunity ongoing
	s. Climate Action Initiatives - Councillors Barmeier and Cunliffe offered to co-chair a select committee to review goals, objectives, opportunities, costs, resources required and recommend a strategy to address our Climate Action responsibilities	Short Term	Ongoing in 2021
	t. Wood Smoke Bylaw (Metro) – Council to consider options for addressing the objectives of the proposed Metro bylaw	Short Term	Ongoing – 7 year delay for applicability of full bylaw
	u. Urban Containment Boundary (Metro) – Municipality to explore options and impacts of urban vs. rural designation	Short Term	Ongoing in 2021

Communications Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
Facilitate an informed and engaged public by proactive and transparent communication.	a. Utilise outside consultants for select community consultations.	Ongoing	Ongoing
	b. Promote Website, Village Update and Lions Bay Alert	Ongoing	Ongoing
	c. Develop a Communications Strategy – emphasize “Have Your Say” for more important items	Short Term	Ongoing

Organizational Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
Support a motivated, fulfilled, high-functioning and stable staff organization capable of innovatively meeting the core work and statutory requirements of the organization and Council's strategic priorities.	a. Build staff skills in customer service, communication, administration, planning, finance, IT, records management & emergency management.	Ongoing	Updated Emergency Plans and succeeded on grants to assist increased emergency response capacity
	b. Hire a part-time emergency planning coordinator.	Short Term	Hired a part-time Deputy Emergency Program Coordinator
	c. Commence strategic planning for LBFR service levels.	Short Term for Fire Practice Facility Medium Term for LBFR Strategic Planning	Fire Practice Facility completed and Classroom Trailers complete. Ongoing
	d. Build relationships with local First Nations	Ongoing	Ongoing

Message from the CAO

“It was the best of times, it was the worst of times...it was the spring of hope, it was the winter of despair.” (Charles Dickens, A Tale of Two Cities). The year began so promisingly with a fresh slate of projects and a Council and staff desire to accomplish several strategic objectives. And then the world changed for everyone.

It was new, it was scary, and it required staff to soak up the never-ending, often changing, information to rapidly determine what was required to keep staff and the community safe. Municipal operations in all spheres required analysis, policy changes and implementation of new procedures to keep the Village functioning. This included staying on top of a steady stream of advice and recommendations from public health officials, WorkSafe BC, provincial ministries (and a plethora of ministerial orders), insurance and legal advisors, and staying abreast of how our neighbouring communities were handling changes to their own operations.

Online digital meeting platforms became the norm, as evidenced by the increase in website users to the Lions Bay website. The once monthly meetings of Metro CAOs ramped up to weekly Zoom meetings to help each other stay on top of things as they changed regularly. Weekly staff meetings moved online too with some in the office and some working safely from home. The hall was closed, parks were closed, and parking lots were closed, as social and physical distancing became the norm.

As the new reality settled upon us, and health officials recommended getting outside to recreate locally, it soon became evident that many people in the lower mainland determined that the trails and beaches around Lions Bay were local enough for them. We soon faced an onslaught of visitors looking for somewhere to park to enjoy our natural assets as evidenced by the increase in bylaw notice numbers. This created a lot of challenges and compounded issues that were already increasingly problematic. Bylaw staff were hired earlier than normal and were inundated through the year from April through October. We will be challenged in this regard again.

In this environment, we also had a few new employees that had to hit the ground running and deal with all the changes. I am proud to say that all our dedicated employees, whether management, office, outside workers or volunteer firefighters, continually rose to the occasion to ensure the ongoing provision of services to the Village throughout what was a very trying year for everyone. It is good to have 2020 in the rear-view mirror, but we are not yet out of the woods and will undoubtedly need to continue to adapt to changes ahead. The community has shown itself to be resilient and supportive of each other and we will need to continue to “be kind, be calm and be safe” (Dr. Bonnie Henry) through 2021 and beyond.

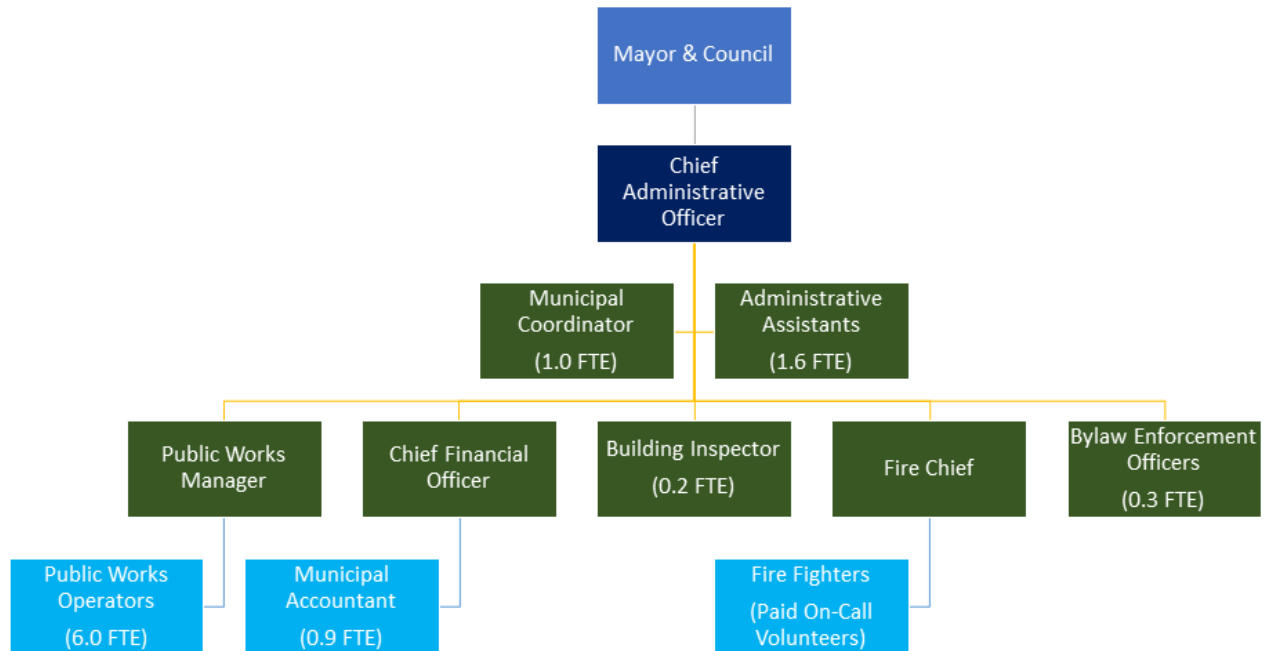


Peter DeJong
Chief Administrative Officer

Department Overview



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Chief Administrative Officer
Peter DeJong



Public Works Manager
Naizam Jaffer



Chief Financial Officer
Pamela Rooke



Fire Chief
Andrew Oliver

Department Overview

Administration

The administrative department provides service to the residents of Lions Bay, legislative and administrative support to Council and its Committees; communications; planning and building services; and permits and licensing services.

2020 Highlights

- Adjusting all inside and outside operations to deal with COVID-19
- Audio visual facilitation of Council meetings resulting in greater accessibility for the public
- LBFR designated as an Interior Operations Level Fire Service
- Facilitating safe use of Community Hall, parks, and other assets
- Partnered with community members to provide food trucks on a regular basis, including three in the closed Lions Bay Beach parking lot on Canada Day.
- Replacement of the Kelvin Grove Wastewater Treatment Plant
- Replacement Project for 3 PRVs
- Repaving program for several streets
- Assisting with other highlights noted throughout this report

2020 Statistics and Key Performance Indicators				
	2020	2019	2018	2017
Actionable Resolutions passed by Council in an open meeting	148	144	181	210
Bylaws Adopted	18	13	17	24
Policies Adopted	4	4	3	4
Freedom of Information Requests Completed	7	8	3	2
Freedom of Information Request Hours Utilized	14	10	3.5	7
Freedom of Information Billable Hours	0	2.5	0	0
Website – Average Views/Month	7,681	6,458	6,489	3,867
Website – Average Users/Month	2,260	1,566	1,466	755
Village Update – New subscribers*	97	132	58	52
Village Update – Average Open Rate	70%	70%	69%	67%

**Village Update – Current Number of Subscribers: 871*

2020 Building Statistics				
Year	# Permits Issued	# New Builds	# Renovations	Construction Value (\$)
2016	16	0	16	1,294,999
2017	33	5	28	8,369,174
2018	18	0	18	3,939,850
2019*	28	4	24	8,877,805
2020	22	1	21	2,641,262
*2019 includes \$2,711,000 for a Municipal Project				

Photo credit: Kelsey Wright



Finance

The Finance Department provides financial services to the municipality and maintains and communicates financial information to the public, council, and staff.

Key responsibilities include:

- Accounting Services – accounts payable and receivable, banking, cash management
- Payroll Services – bi-weekly payroll processing and remittances, benefits administration, year-end reporting
- Revenue and Collections – utility and property tax billing and collection, rate setting, remittance of taxes collected on behalf of other tax authorities, including school tax
- Purchasing - procurement and risk management
- Financial Reporting – preparation of annual financial statements, quarterly financial reports, monthly grant reporting, annual local government data entry submission (LGDE), annual statement of financial information (SOFI)
- Financial Planning – preparation of annual budget and five-year financial plan
- Financial Bylaws – Water, Sewer and Solid Waste User Rate Bylaws, Five Year Financial Plan Bylaw, Tax Rates Bylaw

The department is comprised of two staff (1.90 FTE's): the Chief Financial Officer and the Municipal Accountant, with assistance provided by administration staff.

2020 Highlights

- Implemented the online Property Tax Deferment Program
- Commenced implementation of the BC Homeowner Grant Centralization Program
- Continued the records management project, digitizing the property tax files
- Obtained MFA long-term financing for the fabrication and installation of three pressure reducing valve stations
- Completed the second phase of the asset management investment plan for the Village
- Submitted successful grant applications for:
 - UBCM Community Wildfire Protection Plan
 - UBCM Volunteer Fire Department equipment
 - UBCM ESS and EOC equipment
 - UBCM Housing Needs Assessment
 - Railway Safety Improvement Program for railway crossing upgrades

2021 Objectives

- Implement two new modules for the department's accounting software: Parking Tickets and Fixed Assets
- Continue to pursue grant opportunities to help fund infrastructure projects including:
 - FCM grant application for the third phase of the asset management investment plan
 - COVID-19 Resilience Infrastructure Program application for the Fire Hall Expansion and Retrofit
 - An application under the next intake of the Investing in Canada Infrastructure Program expected in the Fall
 - Infrastructure Planning Grant application for the Upper Bayview Corridor Improvement Plan
 - Natural Resources Canada application for a Fast EV Charger
- Implement additional payment options including debit at the Village Office
- Commence implementation of PSAB 3280, a new accounting standard covering asset retirement obligations (ARO)
- Continue the records management project, digitizing archived records and improving the internal e-filing system
- Continue to work with the Fire Chief to enhance the administrative capacity and efficiency of LBFR





Photo credit: Aidan Young

Public Works

The Public Works Department is responsible for the operations and maintenance of the Village of Lions Bay's assets including parks, open and public spaces, foreshore and beaches, roads, bridges, drainage, water, and sewer networks. Public Works is staffed by a complement of six full-time employees and their manager. The Department is predominantly known for the provision of safe, high quality drinking water. This group of well-trained and competent employees provides a broad spectrum of services that contributes to making the Village a safe, well-functioning, and beautiful place to live.

There is no disputing the fact that 2020 was a year like no other in Canada and across the globe. While much of the country and the world slowed down in 2020 because of the COVID-19 Pandemic, Public Works certainly did not. We were faced with many challenges from how we interacted with each other to how we could accomplish our tasks while maintaining worker safety. Public Works staff continued to provide clean drinking water to residents, repair leaks and breaks, maintain parks, install signage, and more.

In 2020, Public Works managed the construction of the Kelvin Grove Wastewater Treatment Plant, a new fixed media secondary treatment plant. This project replaced an aging and dilapidated 40-year-old plant with a new more effective and efficient plant. In addition to this, Public Works completed a variety of projects outside of our core services, some of which included:

- Construction of 50 meters of water main along the foreshore on Brunswick Beach Road
- Significant road paving at Upper Bayview Road and Kelvin Grove Way
- A new standby emergency generator for the Village Office Complex
- Replacement of a crumbling staircase on Oceanview Road
- Replacement of a failing septic system at the Dale Klatt Emergency Building

On the operations and maintenance front, Public Works staff did their best to continue with their prescribed annual work program focusing on the key areas of Water, Wastewater, and Parks and Grounds. Unfortunately, an increased visitor presence leading to parking issues resulted in a significant time sink for staff.

2021 is shaping up to be another unique year with additional parking changes being called for through the 2021 Parking Plan. Planned non-core projects include the construction of 3 new pressure reducing valve stations, bridge maintenance, road repairs, treatment plant upgrades at the Harvey Creek Treatment Plant, improvements to the Timbertop pump station, and a watermain and roadway design project spanning from Centre Road to Upper Bayview Road.

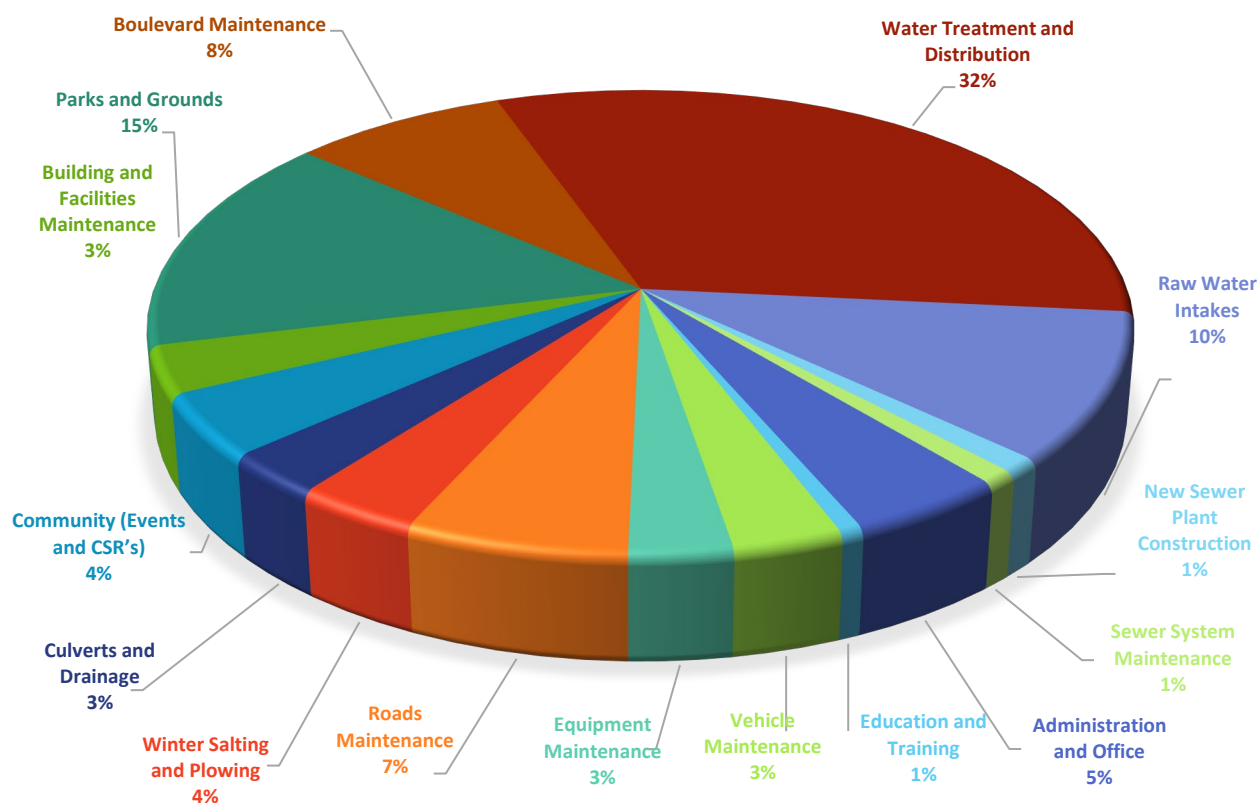
2020 Fun Facts

139 metric tonnes of garbage collected
82 metric tonnes of recycling collected
320 metric tonnes of food & yard waste collected
623,000 cubic meters of potable drinking water produced
3 raw water intake blockages



The hourly distribution of staff labour is represented in the following pie-chart:

PUBLIC WORKS 2020 LABOUR DISTRIBUTION



Percentages represent the portion of total working hours spent at each given activity

Statistics & Key Performance Indicators	2020	2019	2018	2017
Service requests (CSRs) addressed:	378	460	375	206
Leaks addressed (municipal side):	4	2	1	4
Leaks found (private side):	7	9	9	6
BC One-Call Locates:	30	27	25	30

Lions Bay Fire Rescue

Lions Bay Fire Rescue (LBFR) is responsible for fire protection, rescue services, first responder medical aid and fire prevention in the Village and on Highway 99. LBFR are the first responders to a variety of emergency and non-emergency incidents. They respond not only to fires but also medical emergencies, motor vehicle accidents, technical rescues, forest interface, and much more. They are highly trained and cumulatively volunteer over 2050 hours each month in training, shift weekends, and emergency response. The volunteers train every Wednesday night and one full weekend every month demonstrating a high level of dedication.



2020 Highlights

- Met with both SLRD/CVRD re neighboring communities
- Hiked up to the West Lions to raise \$15,000 for muscular dystrophy, and managed to be the 4th highest grossing team in all of Canada
- Met with North Vancouver District Department to discuss Urban Wildland interface strategies and acquiring a new engine
- Purchase new Interface equipment through a grant
- Managed to keep the fire department operational throughout the whole year during this pandemic and controlled a proliferation after one member tested positive. Continues training when possible, via Zoom training
- Kept up COVID-19 OGs reflecting current restrictions. Broke up department in cohorts to better be able to stop spread should members get infected, and to ensure call response in case of exposure.
- Cancelled Firefighter Day due to COVID-19 but managed to canvas for donations via virtual raffle ticket sales and canvassing for donations.
- Completed burn building, and performed a few preliminary safety tests
- In the process of putting 8 members through officer team leader courses
- In the process of revamping all OGs that govern the department
- Conducted Fire board meetings quarterly
- Ran a successful 10 EVO course for 10 members

2021 Objectives

- Continue working on a 5-year strategy for the department, including recruiting residents and adjustments to budget
- Continue developing a plan for replacing both Fire engines as they are over 20 years old.
- Continue strong culture of training every shift weekend to provide more opportunities for practicing the many skills needed to perform our duties
- To complete in depth yearly Auto -Extrication course
- Monitor provincial guidelines to figure out in what capacity we can hold our annual Firefighter Day fundraiser. Hold a “Virtual Boot” fundraiser to replace the auction table to solicit funds.
- Work and hopefully finish secondary structure at pit dedicated to being an outside gym
- See off longstanding member and Deputy Chief Neal Mullen as he moves on to the island
- Continue managing a strong taskforce with an all-high total of 35 members
- Sign off Team Leads
- Guide and help homeowner members finish their Fire education (Exterior Operations)

Statistics & Key Performance Indicators	2020	2019	2018	2017
Motor Vehicle Accidents:	25	30	32	46
Medical Responses:	18	33	29	38
Structure Fires:	2	4	0	2
Miscellaneous Events:	37	43	50	31
Total Calls for Service:	82	110	111	117
Provincial Emergency Program Reimbursements	\$10,469	\$11,045	\$10,110	\$16,085

Police

Policing services are provided to the Village by the Sea to Sky RCMP Detachment, located in Squamish. The Village sees an extremely low crime rate, with the highest number of calls for service related to traffic incidents and abandoned 9-1-1 calls.

Statistics & Key Performance Indicators**	2020	2019	2018	2017
Calls for Service	432	416	473	465
Crime Against Person	7	4	4	1
Robbery	1	0	0	0
Domestic Violence – No Assault	3	3	11	1
Assault	8	2	2	4
Property Crime	37	39	50	24
Other Criminal Code*	11	8	13	7
Total Collisions	33	25	33	36
Collisions (Hwy. 99 only)	31	19	29	35
Impaired Drug/Alcohol Infractions	14	11	6	21

*Includes other Criminal Code offences such as Bail Violations, Weapon Charges, and Obstruction etc.

** Statistics include founded reports (investigation determines the incident occurred) and unfounded reports (investigation finds the incident did not occur)

Bylaw Enforcement

The municipality's primary goal is to achieve bylaw compliance through dialogue and education. The Village normally employs two Bylaw Enforcement Officers on a part time, seasonal basis between May and September to address key issues where escalation to enforcement measures is warranted, mostly related to parking, animal control, and noise. In 2020, we employed 5 bylaw officers from April through to October due to the number of visitors we had because of the pandemic.

Type	2020	2019	2018	2017	2016
Warning Tickets Issued	75	8	43	46	77
Bylaw Notices Issued	1104	655	398	377	277
Bylaw Notices Disputed	206	53	81	31	28
Payment Demand Letters Sent	335	238	158	137	95
Referred to Collections Agency	285	222	134	117	23
Parking Fine Revenue	\$96,134	\$22,356	\$10,238	\$9,667	\$8,098
Parking Meter (Net) Revenue	\$29,648	\$35,828	\$14,260	\$16,246	N/A

Community Involvement

Thank you to our Volunteers and Council Committees!

Volunteer Groups

- Lions Bay Community Scholarship Foundation
- Lions Bay Bear Smart Program
- Lions Bay Fire Rescue
- Lions Bay Emergency Social Services
- Lions Bay Arts Council
- Lions Bay Trailblazers
- Lions Bay Native Plant Garden Association
- Lions Bay Seniors Social Circle
- Lions Bay Block Watch
- Lions Bay Historical Society
- Lions Bay PAC
- Lions Bay Events Committee
- Lions Bay Remembrance Day Team
- Lions Bay Community Gardeners
- Lions Bay Caroling Team
- Lions Bay Search and Rescue

Council Committees

- Board of Variance (Independent Statutory Board appointed by Council)
- Curly Stewart Memorial Trust Fund Award Committee
- Emergency Program Committee
- Infrastructure Committee
- Trees, Views and Landscapes Committee



Village of Lions Bay
Financial Statements
For the year ended December 31, 2020

Village of Lions Bay
Financial Statements
For the year ended December 31, 2020

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Management's Responsibility for the Financial Statements

The accompanying financial statements of the Village of Lions Bay (the "Village") are the responsibility of management and have been prepared in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants Canada. A summary of the significant accounting policies are described in the summary of significant accounting policies which proceed the notes to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

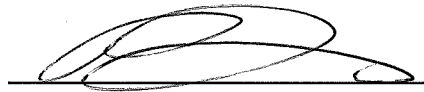
The Village's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the Village. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Village's financial statements.



Pamela Rooke, CPA, CMA
Chief Financial Officer



Peter DeJong
Chief Administrative Officer

May 4, 2021

Independent Auditor's Report

To the Mayor and Councillors of the Village of Lions Bay

Opinion

We have audited the financial statements of the Village of Lions Bay (the "Village") which comprise the Statement of Financial Position as at December 31, 2020 and the Statements Operations, Changes in Net Financial Assets, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2020 and its results of operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally-accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of this report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village, or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally-accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally-accepted auditing standards we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia
May 4, 2021

Village of Lions Bay
Statement of Financial Position

As at December 31	2020	2019
Financial Assets		
Cash and cash equivalents	5,493,309	3,780,886
Accounts receivable	197,197	254,141
Grants receivable	219,365	970,555
Assets held for sale (Note 1)	273,518	273,518
Debt reserve fund	36,195	-
	<u>6,219,584</u>	<u>5,279,100</u>
Liabilities		
Accounts payable	1,131,806	415,456
Sick, overtime, wellness and vacation payable	98,782	81,391
Deferred revenue (Note 2)	49,895	46,911
Developer deposits (Note 3)	141,500	180,500
Equipment financing (Note 4)	74,384	89,986
Long term debt (Note 5)	2,175,096	1,782,678
	<u>3,671,463</u>	<u>2,596,922</u>
Net Financial Assets	<u>2,548,121</u>	<u>2,682,178</u>
Non-Financial Assets		
Tangible capital assets (Schedule 3)	23,412,300	22,292,774
Prepaid expenses	15,527	19,008
	<u>23,427,827</u>	<u>22,311,782</u>
Accumulated Surplus (Note 11)	<u>25,975,948</u>	<u>24,993,960</u>

Contingent liabilities and contractual obligations (Note 7)
Contractual rights (Note 8)
Significant event (Note 15)



Pamela Rooke CPA, CMA
Chief Financial Officer



Ron McLaughlin
Mayor

**Village of Lions Bay
Statement of Operations**

For the year ended December 31	Financial Plan 2020	2020	2019
	(Note 9)		
Revenue (Schedules 1 & 2)			
Taxation (Note 6)	1,747,005	1,747,131	1,695,399
Utility user rate	1,191,782	1,170,752	1,118,668
Government transfers	859,809	1,190,059	2,025,628
Sale of services	163,629	270,161	259,359
Other revenues	114,531	133,752	214,912
Gain of sale of asset held for sale (Note 1)	500,000	-	1,810,716
Loss on disposal of tangible capital assets	-	(25,170)	(63,713)
	<u>4,576,756</u>	4,486,685	<u>7,060,969</u>
Expenses (Schedules 1 & 2)			
General departmental expenses	2,891,117	2,532,289	2,324,813
Water system operations	979,395	857,842	781,444
Sewer system operations	159,828	114,566	138,360
	<u>4,030,340</u>	3,504,697	<u>3,344,617</u>
Annual Surplus	546,416	981,988	3,816,352
Accumulated Surplus , beginning of year	<u>24,993,960</u>	24,993,960	<u>21,177,608</u>
Accumulated Surplus , end of year	<u>25,540,376</u>	25,975,948	<u>24,993,960</u>

Village of Lions Bay
Statement of Change in Net Financial Assets

For the year ended December 31	Financial Plan 2020	2020	2019
	(Note 9)		
Annual Surplus	546,416	981,988	3,816,352
Change in Tangible Capital Assets			
Acquisition of tangible capital assets	(3,015,524)	(1,757,070)	(2,532,333)
Amortization of tangible capital assets	639,183	612,374	557,046
Loss on disposal of tangible capital assets	-	25,170	63,713
	(2,376,341)	(1,119,526)	(1,911,574)
Change in Other Non-Financial Assets			
Net use (acquisition) of prepaid expenses	-	3,481	(4,466)
Change in net financial assets for the year	(1,829,925)	(134,057)	1,900,312
Net financial assets, beginning of year	2,682,178	2,682,178	781,866
Net financial assets, end of year	852,253	2,548,121	2,682,178

Village of Lions Bay		
Statement of Cash Flows		
For the year ended December 31	2020	2019
Cash provided by (used in)		
Operating transactions		
Annual surplus	981,988	3,816,352
Items not involving cash		
Amortization expense	612,374	557,046
Loss on disposal of tangible capital assets	25,170	63,713
Changes in non-cash operating balances		
Accounts receivable	56,944	(32,570)
Grants receivable	751,190	(808,962)
Assets held for sale	-	85,866
Debt reserve fund	(36,195)	-
Developer deposits	(39,000)	36,500
Deferred revenue	2,984	(590,416)
Accounts payable	716,350	204,194
Sick, overtime, wellness and vacation payable	17,391	(77,060)
Prepaid expenses	3,481	(4,466)
	3,092,677	3,250,197
Capital transactions		
Cash used to acquire tangible capital assets	(1,757,070)	(2,532,333)
Financing transactions		
Repayment of equipment financing	(15,602)	(25,098)
Repayment of long-term debt principal	(207,582)	(192,737)
Issue of long-term debt	600,000	380,000
	376,816	162,165
Increase in cash and equivalents during the year	1,712,423	880,029
Cash and equivalents, beginning of year	3,780,886	2,900,857
Cash and equivalents, end of year	5,493,309	3,780,886
Supplemental information:		
Interest paid on long-term debt	78,944	78,343

Village of Lions Bay

Summary of Significant Accounting Policies

December 31, 2020

The Village of Lions Bay ("the Village") is a municipality in the province of British Columbia operating under the provisions of the Community Charter. The Village provides a wide range of services to the residents such as parks and recreation, fire and rescue, general government services, solid waste collection, and maintenance of roads, storm drainage, water and sewer infrastructure and facilities. The Village prepares its financial statements in accordance with Canadian public sector accounting standards ("PSAS") using guidelines developed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Basis of Accounting

The basis of accounting followed in these financial statements is an accrual method and includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenses in the period the goods and services are acquired and a liability is incurred.

The financial statements include the accounts of all funds of the Village. Interfund transactions and balances have been eliminated.

Cash and Cash Equivalents

Cash and cash equivalents include bank balances and bank term deposits or guaranteed income certificates with duration of less than three months at the time of purchase. All amounts are held at Canadian chartered banks and are denominated in Canadian dollars.

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is put into use. Contributed tangible capital assets are recorded at fair value at the time of the contribution.

Estimated useful lives of tangible capital assets are as follows:

Buildings	20 to 50 years
Equipment, furniture, and vehicles	5 to 20 years
Land improvements	7 to 40 years
Infrastructure - water	5 to 80 years
Infrastructure - sewer	5 to 100 years
Transportation	10 to 60 years
Storm sewer	25 to 50 years
WIP - general	Not amortized until put into use

Village of Lions Bay
Summary of Significant Accounting Policies

December 31, 2020

Debt Reserve Fund Under borrowing arrangements with MFA, the Village is required to lodge security by means of demand notes and interest bearing cash deposits based on the amount of the borrowing. As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA as a debt reserve fund. These deposits are held by the MFA as security against the possibility of debt repayment default. If the debt is repaid without default, the deposits are refunded to the Village. The balance of the contingent demand notes are not included in the financial statements of the Village.

Revenue Recognition Taxes are recorded when they meet the definition of an asset, have been authorized and the taxable event occurs. Taxes receivable are recognized net of allowance for anticipated uncollectible amounts.

Through the British Columbia Assessments appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded. Levies imposed by other taxing authorities, including the Greater Vancouver Regional District, are not included as taxes for municipal purposes.

Charges for sewer, water usage and solid waste collection are recorded as user fees. Connection fee revenues are recognized when the connection has been established.

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when received if the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. If government transfers contain stipulation liabilities, they are recognized as deferred revenue, and the related revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Sales of service and other revenue is recognized on an accrual basis.

Use of Estimates The preparation of financial statements in accordance with PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. A significant area requiring management estimates relates to the useful life of tangible assets for amortization calculations.

Village of Lions Bay
Summary of Significant Accounting Policies

December 31, 2020

Financial Instruments The Village's financial instruments consist of cash and cash equivalents, accounts receivable, grants receivable, accounts payable, sick, overtime, wellness and vacation payable, developer deposits, equipment financing and long term debt. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest, currency or credit risk arising from these financial instruments.

Deferred Revenue Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the statement of financial position. The revenue is recognized in the statement of operations in the year in which it is used for the specified purpose.

Contaminated Sites Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

1. an environmental standard exists;
2. contamination exceeds the environmental standard;
3. the Village is directly responsible or accepts responsibility;
4. it is expected that future economic benefits will be given up; and
5. a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site. There is no liability for contaminated sites recorded as at December 31, 2020 or 2019.

Village of Lions Bay
Notes to Financial Statements

December 31, 2020

1. Assets Held for Sale

During 2018, the Village listed a parcel of land as available for sale. The net book value of the land previously classified in tangible capital assets is \$273,518. The land sold in March 2021 with a gain on sale of \$399,607 to be recorded in the next fiscal year.

2. Deferred Revenue

	<u>2020</u>	<u>2019</u>
Contributions for future use	14,209	14,209
Prepaid taxes	35,686	32,702
	<u>49,895</u>	<u>46,911</u>

3. Developer Deposits

Bylaw 497 requires an applicant for certain building permits to pay a damage deposit of \$1,500 when the work is under \$50,000 and \$3,000 when the work is over \$50,000. The deposit less any costs incurred by the Village in restoring or replacing any damaged works or property will be returned to the applicant. The total cash on deposit of \$141,500 (2019 - \$180,500) has been reported as a liability because the deposits will be returned to the applicants at the completion of the project. Any portion of these deposits used for replacing damaged works or property will be taken into income by the Village in the period it is determined that restoration or replacement is required.

Village of Lions Bay
Notes to Financial Statements

December 31, 2020

4. Equipment Financing

The Village has entered into obligations for emergency radios with future payment requirements as follows:

2021	18,185
2022	18,185
2023	18,185
2024	18,185
2025	7,271
	<hr/>
Total future minimum lease payments	80,011
Less: Imputed interest (at 3%)	(5,627)
	<hr/>
Present value of minimum lease payments	74,384
	<hr/>

5. Long Term Debt

Bylaw/Issue Number	Interest Rate	Maturity Date	Issued	Debt Outstanding	
				2020	2019
353 / 93	5.1%	2025	114,000	34,085	40,403
374 / 104	2.9%	2028	600,000	297,244	328,263
401 / 104	2.9%	2028	800,000	396,326	437,684
104 / 380	2.9%	2028	250,000	123,852	136,776
142 / 508	3.15%	2047	460,900	430,956	441,234
150 / 508	1.99%	2040	600,000	600,000	-
MFA Financing	(a)	2022	145,000	55,915	85,028
MFA Financing	(a)	2024	380,000	236,718	313,290
				<hr/>	
				2,175,096	1,782,678
				<hr/>	

(a) MFA Financing incurred to acquire equipment has a variable interest rate based on the Canadian Dollar Offered Rate (CDOR) and was 0.95% at December 31, 2020 (2.54% at December 31, 2019).

Village of Lions Bay
Notes to Financial Statements

December 31, 2020

5. Long Term Debt (con't)

Repayments of debt to the Municipal Finance Authority of BC (MFABC) required in the next five years and thereafter are as follows:

2021	240,082
2022	241,264
2023	216,441
2024	144,550
2025	149,591
Thereafter	<u>1,183,168</u>
	<u>2,175,096</u>

Village of Lions Bay
Notes to Financial Statements

December 31, 2020

6. Taxation

	Financial Plan 2020	2020	2019
	(Note 9)		
General purposes	1,736,420	1,736,546	1,684,814
Collections for other tax authorities			
School Taxes – Province	-	888,550	892,062
RCMP	-	144,802	145,088
Regional District	-	54,100	48,463
Greater Vancouver Transportation Authority	-	224,969	212,167
Municipal Finance Authority	-	178	190
British Columbia Assessment Authority	-	38,135	37,283
	1,736,420	3,087,280	3,020,067
Transfers to other tax authorities			
School Taxes – Province	-	888,550	892,062
RCMP	-	144,802	145,088
Regional District	-	54,100	48,463
Greater Vancouver Transportation Authority	-	224,969	212,167
Municipal Finance Authority	-	178	190
British Columbia Assessment Authority	-	38,135	37,283
	-	1,350,734	1,335,253
Available for general purposes	1,736,420	1,736,546	1,684,814
Water utility parcel taxes	10,585	10,585	10,585
	1,747,005	1,747,131	1,695,399

December 31, 2020

7. Contingent Liabilities and Contractual Obligations

- (i) The Village is responsible as a member of the Greater Vancouver Regional District for its portion of any operating deficits or capital debt related to functions in which it participates.
- (ii) The Village is a participant in the Municipal Insurance Association of British Columbia (the "Association"). Should the Association pay out claims in excess of the premiums received, it is possible that the Village, along with the other participants, would be required to contribute towards the deficit. Management does not consider external payments under this contingency to be likely and therefore no amounts have been accrued.
- (iii) The Village is a shareholder and member of the Emergency Communications for British Columbia Incorporated ("E-Comm") whose services provided include: regional 9-1-1 call centre; Wide Area Radio network, dispatch operations; and records management. The Village has 1 Class A Share (Police and Fire) and no Class B Shares (Operations) (of a total of 28 Class A and 23 Class B shares issued and outstanding as at December 31, 2020) recorded at nominal cost. As a Class A shareholder, the Village shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder's withdrawal date.
- (iv) The Village is the subject to litigation in regard to employment matters. In addition, the Village is from time to time involved in other lawsuits. The Village vigorously defends any such claims. At December 31, 2020 there is not sufficient information available to allow the Village to make a reasonable estimate of the potential for loss, if any, resulting from outstanding matters. Accordingly, these financial statements contain no provision for such amounts. Amounts will be recorded in the financial statements in the period in which additional information becomes available that allows a reasonable estimate to be made.

Village of Lions Bay
Notes to Financial Statements

December 31, 2020

8. Contractual Rights

The Village entered into a lease contract for space in a building located at 410 Centre Road which expires in July 2030. In return, the Village receives the following revenues:

2021	25,760
2022	25,760
2023	25,760
2024	25,760
2025	27,102
Thereafter	132,825

9. Financial Plan

Financial plan amounts represent the Financial Plan Bylaw adopted by Council on May 5, 2020 with adjustments for items accounted for differently under PSAS.

The Financial Plan Bylaw anticipated use of surpluses accumulated in previous years to balance against current year expenditures in excess of current year revenues. In addition, the Financial Plan Bylaw anticipated capital expenditures rather than amortization expense and repayment of debt during the year.

The following shows how these amounts were combined:

	<u>2020</u>
Financial Plan Balance per Bylaw	-
Add back:	
Capital expenditures	3,015,524
Repayment of Debt	189,295
MFA Actuarial Gain on Debt	30,481
Less:	
Proceeds from Borrowing	(600,000)
Budgeted transfers from accumulated surplus	(1,449,701)
Amortization	<u>(639,183)</u>
Financial Plan Surplus per PSAS	<u>546,416</u>

December 31, 2020

10. Pension Plan

The employer and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2019, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as of December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

The Village paid \$90,486 (2019 - \$87,399) for employer contributions while employees contributed \$81,464 (2019 - \$77,802) to the plan in fiscal 2020.

Village of Lions Bay
Notes to Financial Statements

December 31, 2020

11. Accumulated Surplus

The components of accumulated surplus are as follows:

	2020	2019
Invested in tangible capital assets	21,162,820	20,420,110
Reserve funds (Note 12)	1,548,309	2,264,396
Unrestricted amounts	3,264,819	2,309,454
	25,975,948	24,993,960

12. Reserve Funds

	Opening Balance	Revenues & Transfers	Interest Earned	Capital Borrowing	Closing Balance
Capital reserves	631,826	-	6,319	-	638,145
Land reserve fund	1,065,748	-	8,283	(950,000)	124,031
Infrastructure fund	145,815	153,464	2,225	-	301,504
Curly Stewart fund	8,448	-	84	-	8,532
Gas tax reserve	412,559	59,117	4,421	-	476,097
	2,264,396	212,581	21,332	(950,000)	1,548,309

The capital borrowing represents a loan from the restricted land reserve fund to cover a portion of the costs of the new Wastewater Treatment Plant. The loan will be repaid with interest (1.61% per annum) over a ten year term from the proceeds of the sewer parcel tax.

December 31, 2020

13. Segmented Information

The Village is a diversified municipal government institution that provides a wide range of services to its residents such as parks and recreation, maintenance of roads, fire and rescue, sewer and water utilities and solid waste collection. Key functional segments have been separately disclosed in Schedule 1. Following is a brief description of these segments and the activities they provide:

General Government

This segment relates to the general administration of the Village. It also includes revenues and expenses such as property tax revenues, legal costs, etc. that cannot be directly attributed to a specific segment.

Protective Services

Protective Services is comprised of fire and rescue services, bylaw enforcement and emergency services. The fire and rescue department is responsible for providing fire suppression service, fire prevention programs, training and education and highway call-out services. The members of the fire department are volunteer fire fighters.

Public Works Operation

Public works is responsible for the maintenance of roads, bridges, storm drainage, street lighting, creeks and drainage, fleet, equipment and snow removal.

Solid Waste Collection

Solid waste collection consists of recycling services and organics and waste collection.

Planning and Development

This segment includes building inspection, zoning and community planning such as land use master plan.

Parks and Recreation

This segment provides services meant to improve the health and development of the residents. They include recreation programs in the community centre, maintenance of trails, parks and beaches and facilities maintenance and management.

Water Utility

This segment is comprised of water treatment, water quality, water storage and water distribution to residents.

December 31, 2020

13. Segmented Information (con't)

Sewer Utility

The sewer utility provides for the operation, maintenance and repair of the sanitary sewer collection and waste water treatment plant.

14. Comparative Figures

Certain figures in the comparative information have been reclassified to conform to the current year presentation.

15. Significant Event

Subsequent to year end, the impact of COVID-19 in Canada and on the global economy continues to be significant. As the impacts of COVID-19 continue, there could be further impact on the Village, its residents, employees, suppliers and other third party business associates that could impact the timing and amounts realized on the Village's assets and future ability to deliver services and projects. At this time, the full potential impact of COVID-19 on the Village is not known. Given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The Village will continue to focus on collecting receivables, managing expenditures, and leveraging existing reserves to ensure it is able to continue providing essential services to its citizens.

Village of Lions Bay

Schedule 1 - Combined Statement of Operations by Segment - 2020

For the year ended December 31, 2020

	General Fund										
	General Government	Protective Services	Public Works Operation	Solid Waste Collection	Planning and Development	Parks and Recreation	Total General Fund	Water Utility	Sewer Utility	2020 Actual	2020 Financial Plan
											(Note 9)
Revenues											
Taxation	1,736,546	-	-	-	-	-	1,736,546	10,585	-	1,747,131	1,747,005
Utility user rates	-	-	-	189,395	-	-	189,395	910,602	70,755	1,170,752	1,191,782
Government transfers	1,038,937	-	-	-	-	3,650	1,042,587	147,472	-	1,190,059	859,809
Sales of services	19,340	167,668	-	4,425	47,770	10,370	249,573	18,571	2,017	270,161	163,629
Other revenues	83,310	22,636	-	-	-	-	105,946	27,806	-	133,752	114,531
Gain on sale of asset held for sale	-	-	-	-	-	-	-	-	-	-	500,000
Loss on disposal of tangible capital assets	(25,170)	-	-	-	-	-	(25,170)	-	-	(25,170)	-
	2,852,963	190,304	-	193,820	47,770	14,020	3,298,877	1,115,036	72,772	4,486,685	4,576,756
Expenses											
Operating											
Goods and Services	184,319	234,469	195,912	186,343	9,574	78,604	889,221	255,304	18,870	1,163,395	1,660,021
Labour	680,839	219,541	194,427	-	30,682	163,862	1,289,351	341,481	19,152	1,649,984	1,645,611
Amortization	337,761	-	-	-	-	-	337,761	198,069	76,544	612,374	639,183
	1,202,919	454,010	390,339	186,343	40,256	242,466	2,516,333	794,854	114,566	3,425,753	3,944,815
Interest	-	2,079	13,877	-	-	-	15,956	62,988	-	78,944	85,525
	1,202,919	456,089	404,216	186,343	40,256	242,466	2,532,289	857,842	114,566	3,504,697	4,030,340
Annual surplus (deficiency)	1,650,044	(265,785)	(404,216)	7,477	7,514	(228,446)	766,588	257,194	(41,794)	981,988	546,416

Village of Lions Bay

Schedule 2 - Combined Statement of Operations by Segment - 2019

For the year ended December 31, 2019

	General Fund										
	General Government	Protective Services	Public Works Operation	Solid Waste Collection	Planning and Development	Parks and Recreation	Total General Fund	Water Utility	Sewer Utility	2019 Actual	2019 Financial Plan
Revenues											
Taxation	1,684,814	-	-	-	-	-	1,684,814	10,585	-	1,695,399	1,695,433
Utility user rates	-	-	-	181,745	-	-	181,745	866,175	70,748	1,118,668	1,138,127
Government transfers	418,603	8,674	-	-	-	650	427,927	1,597,701	-	2,025,628	2,413,179
Sales of services	22,920	98,884	325	4,366	98,048	14,510	239,053	18,289	2,017	259,359	177,723
Other revenues	135,607	42,545	-	-	-	-	178,152	36,760	-	214,912	118,751
Gain on sale of asset held for sale	1,810,716	-	-	-	-	-	1,810,716	-	-	1,810,716	2,353,539
Loss on disposal of tangible capital assets	-	-	(5,327)	-	-	-	(5,327)	(58,386)	-	(63,713)	-
	4,072,660	150,103	(5002)	186,111	98,048	15,160	4,517,080	2,471,124	72,765	7,060,969	7,896,752
Expenses											
Operating											
Goods and Services	161,097	217,062	255,430	183,017	7,864	91,908	916,378	264,706	63,057	1,244,141	1,534,222
Labour	521,476	177,760	185,248	-	31,099	129,106	1,044,689	302,510	17,888	1,365,087	1,541,653
Amortization	342,739	-	-	-	-	-	342,739	156,892	57,415	557,046	736,619
	1,025,312	394,822	440,678	183,017	38,963	221,014	2,303,806	724,108	138,360	3,166,274	3,812,494
Interest	-	2,445	18,562	-	-	-	21,007	57,336	-	78,343	81,912
	1,025,312	397,267	459,240	183,017	38,963	221,014	2,324,813	781,444	138,360	3,244,617	3,894,406
Annual surplus (deficiency)	3,047,348	(247,164)	(464,242)	3,094	59,085	(205,854)	2,192,267	1,689,680	(65,595)	3,816,352	4,002,346

Village of Lions Bay
Schedule 3 - Tangible Capital Assets - 2020

For the year ended December 31, 2020

	Land	Buildings	Equipment & Furniture & Vehicles	Land Improvements	Water	Sewer	Transportation	Storm Sewer	WIP – General	2020 Total	2019 Total
Cost, beginning of year	11,695,765	2,242,223	2,423,674	193,206	7,140,830	795,715	4,541,130	101,450	2,393,965	31,527,958	29,239,687
Additions	-	-	97,399	47,986	-	1,119,259	225,134	-	267,292	1,757,070	2,532,333
Transfers	-	94,613	15,159	-	2,319,795	-	-	-	(2,429,567)	-	-
Disposals	-	-	-	(43,647)	-	(467,458)	-	-	-	(511,105)	(244,062)
Cost, end of year	11,695,765	2,336,836	2,536,232	197,545	9,460,625	1,447,516	4,766,264	101,450	231,690	32,773,923	31,527,958
Accumulated amortization, beginning of year	-	890,720	1,442,460	89,456	3,055,177	658,338	3,018,017	81,016	-	9,235,184	8,858,487
Amortization	-	57,042	175,828	7,456	198,069	76,544	96,193	1,242	-	612,374	557,046
Disposals	-	-	-	(18,477)	-	(467,458)	-	-	-	(485,935)	(180,349)
Accumulated amortization, end of year	-	947,762	1,618,288	78,435	3,253,246	267,424	3,114,210	82,258	-	9,361,623	9,235,184
Net carrying amount, end of year	11,695,765	1,389,074	917,944	119,110	6,207,379	1,180,092	1,652,054	19,192	231,690	23,412,300	22,292,774

Village of Lions Bay
Schedule 4 - Tangible Capital Assets - 2019

For the year ended December 31, 2019

	Land	Buildings	Equipment & Furniture & Vehicles	Land Improvements	Water	Sewer	Transportation	Storm Sewer	WIP – General	2019 Total	2018 Total
Cost, beginning of year	11,695,765	2,215,238	2,147,053	134,978	7,190,170	795,715	4,541,130	101,450	418,188	29,239,687	29,201,112
Additions	-	26,985	451,352	58,228	19,991	-	-	-	1,975,777	2,532,333	398,555
Disposals	-	-	(174,731)	-	(69,331)	-	-	-	-	(244,062)	(359,980)
Cost, end of year	11,695,765	2,242,223	2,423,674	193,206	7,140,830	795,715	4,541,130	101,450	2,393,965	31,527,958	29,239,687
Accumulated amortization, beginning of year	-	834,655	1,445,017	81,119	2,909,230	600,923	2,907,769	79,774	-	8,858,487	8,360,817
Amortization	-	56,065	166,847	8,337	156,892	57,415	110,248	1,242	-	557,046	497,670
Disposals	-	-	(169,404)	-	(10,945)	-	-	-	-	(180,349)	-
Accumulated amortization, end of year	-	890,720	1,442,460	89,456	3,055,177	658,338	3,018,017	81,016	-	9,235,184	8,858,487
Net carrying amount, end of year	11,695,765	1,351,503	981,214	103,750	4,085,653	137,377	1,523,113	20,434	2,393,965	22,292,774	20,381,200

COVID-19 BC Safe Restart Grant

The following schedule is unaudited.

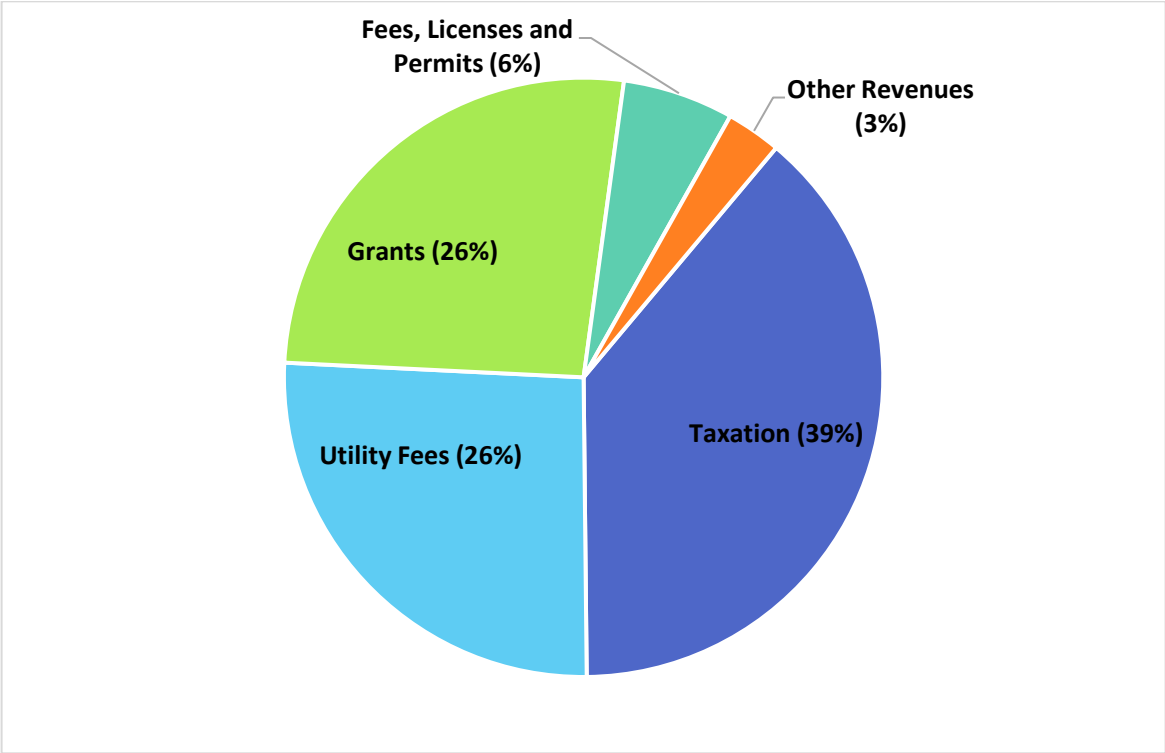
COVID-19 BC Safe Restart Grant

In 2020, the Province of British Columbia, under the “COVID-19 Safe Restart Grant Program”, provided the Village of Lions Bay with a grant of \$603,000 for increased operating costs and revenue shortfalls arising during the pandemic. The Village recognized the grant as income in 2020 and applied these funds to the programs impacted as follows:

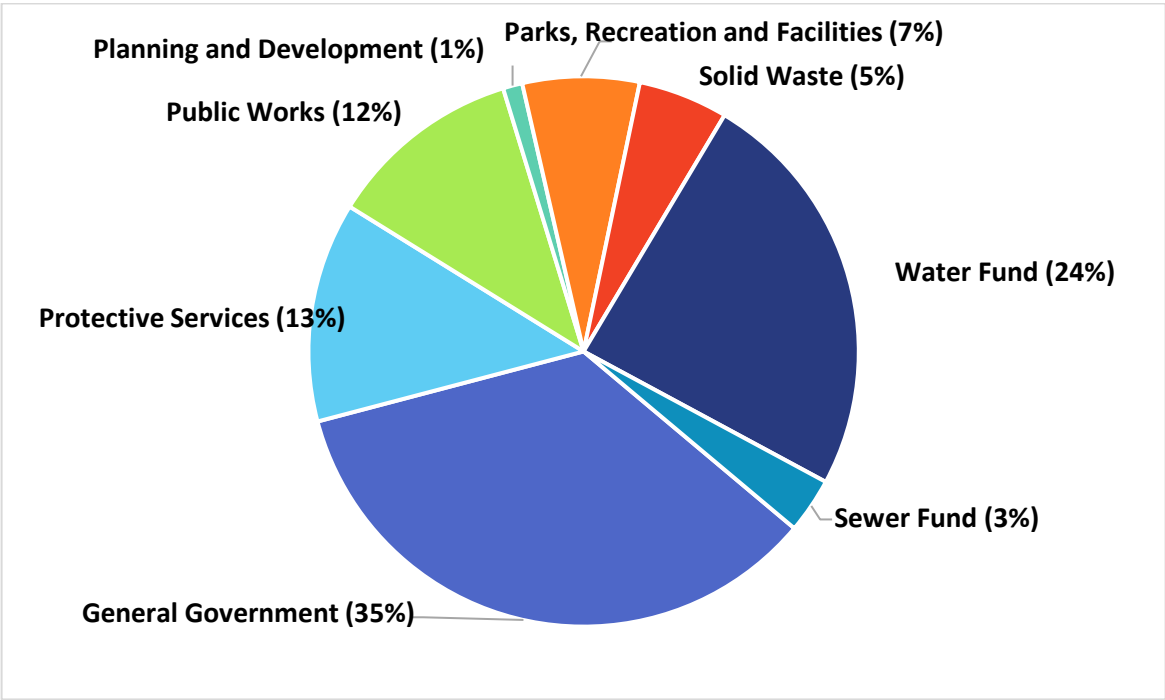
	2020
COVID-19 BC Safe Restart Grant received	\$603,000
Eligible Costs Incurred:	
Computer and technology costs to improve connectivity and virtual communications	(8,496)
Revenue shortfalls	(82,177)
General government services	(87,621)
Protective services	(31,691)
Public works	(25,880)
Total 2020 eligible costs incurred	(235,865)
Balance, December 31, 2020	\$367,135

Supplemental Information

Breakdown of 2020 Revenues

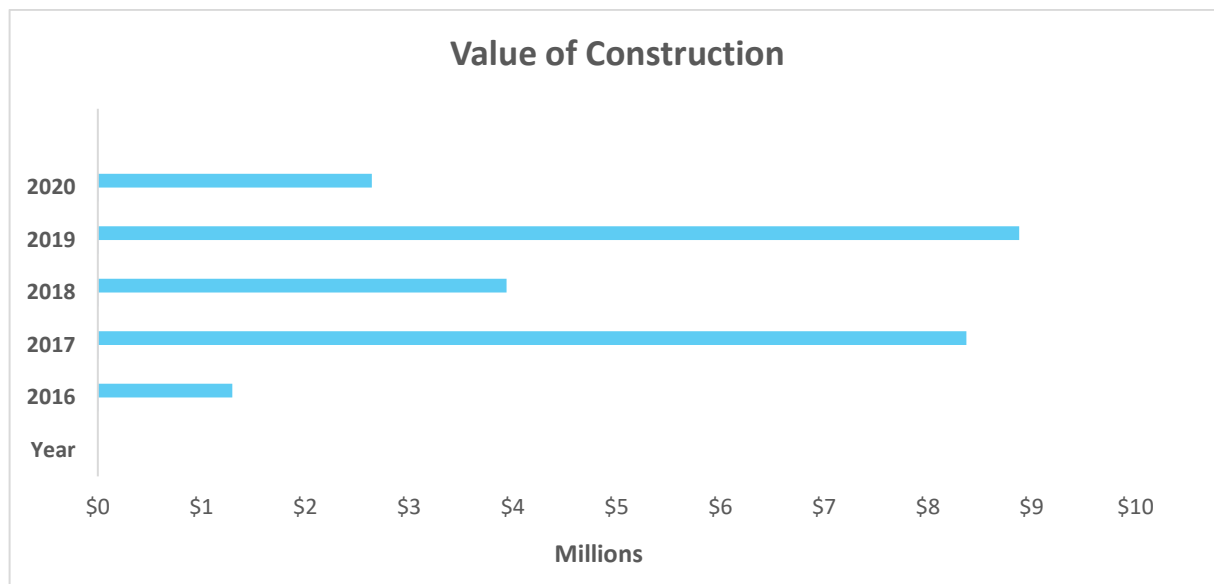
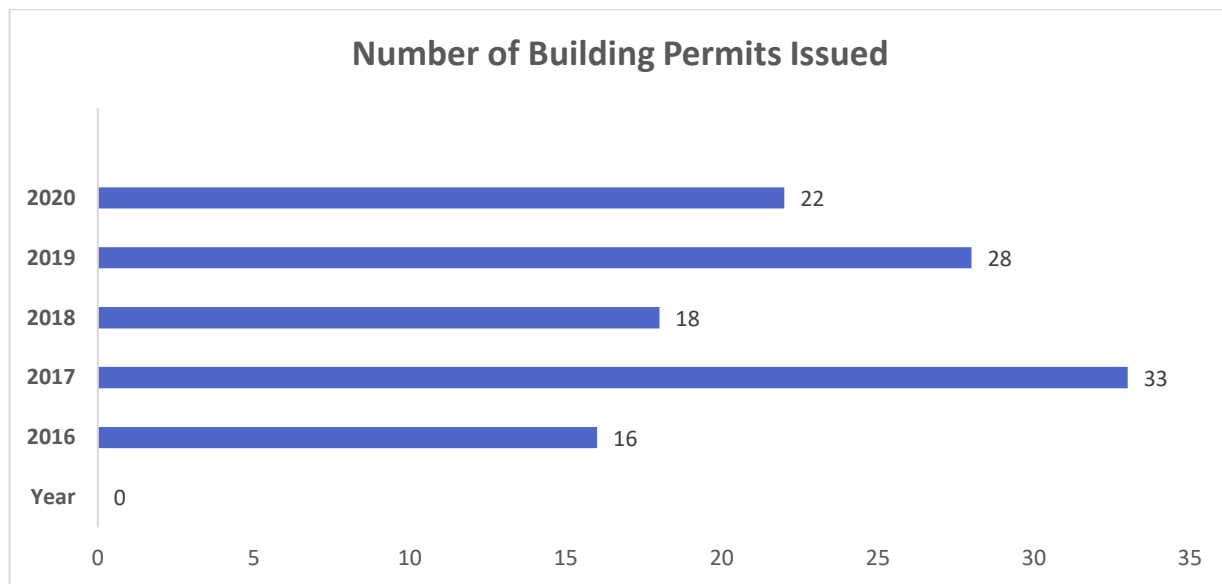


Breakdown of 2020 Expenses

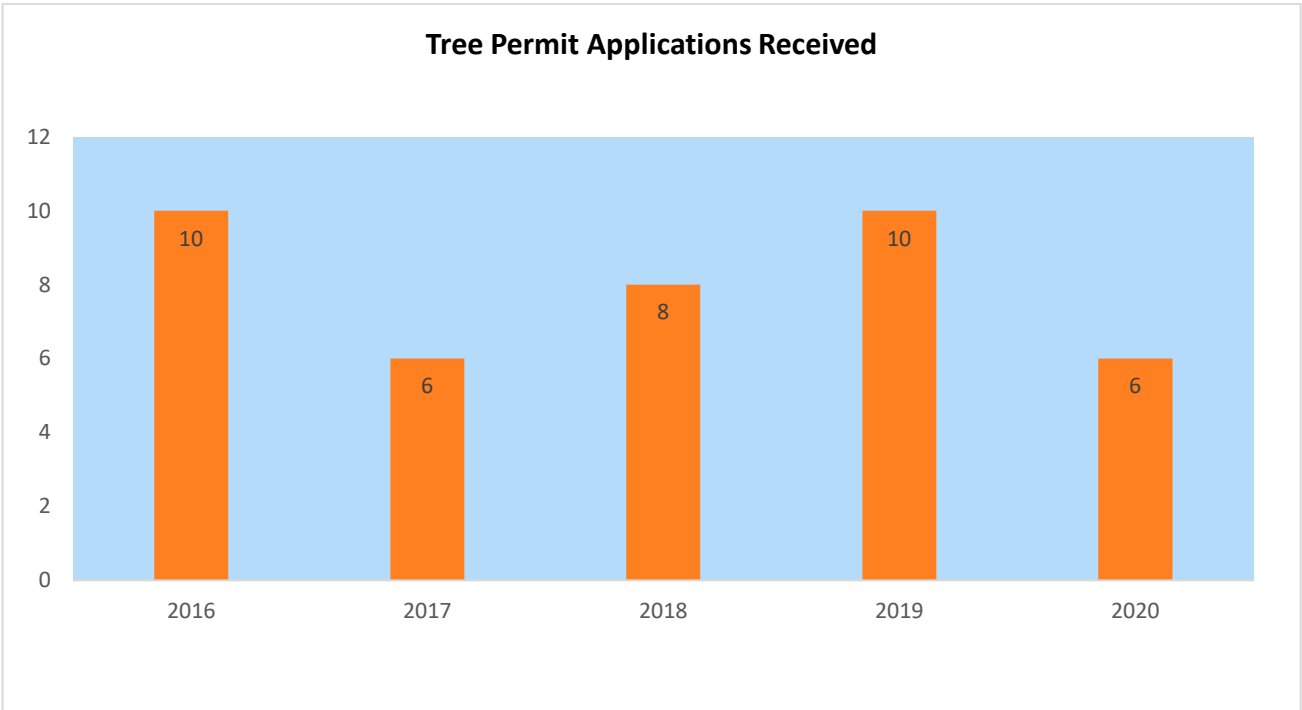
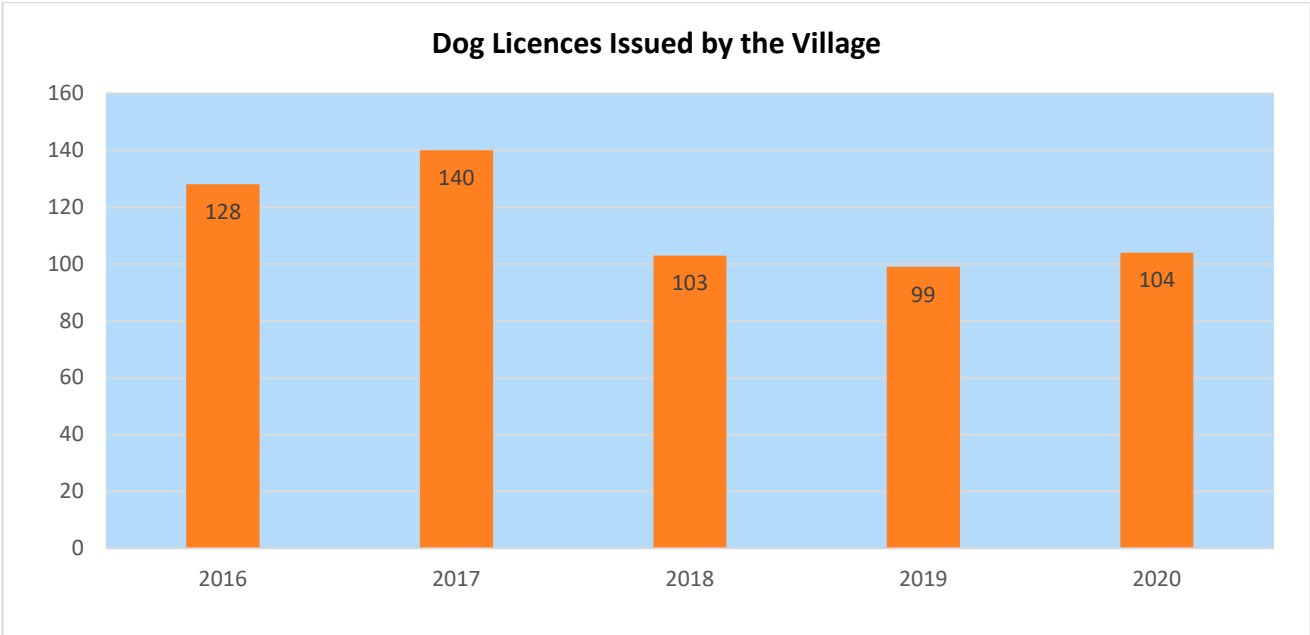


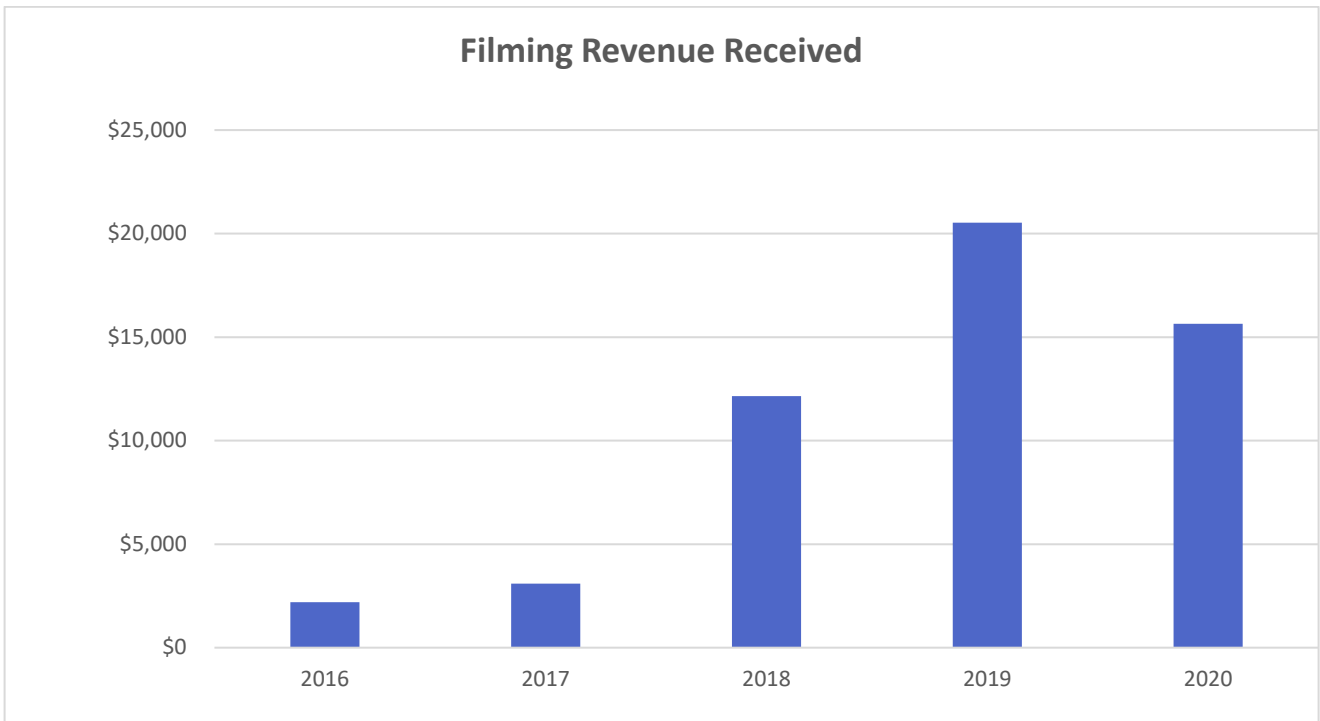
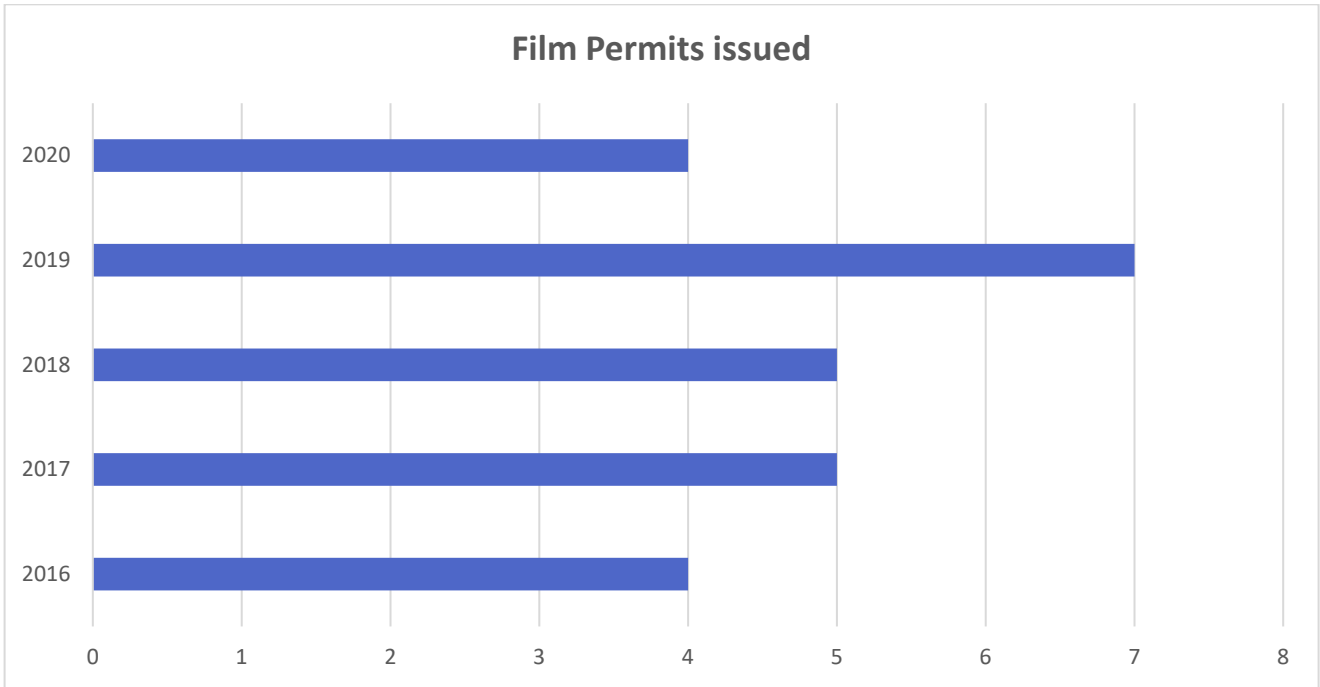
Building Permit Statistics

Year	# of permits issued	Value of construction	# of new builds	# of renovations
2016	16	1,294,999	0	16
2017	33	8,369,174	5	28
2018	18	3,939,850	0	18
2019	28	8,877,805	4	24
2020	22	2,641,262	1	21
<i>*2019 includes \$2,711,000 for a Municipal Project</i>				

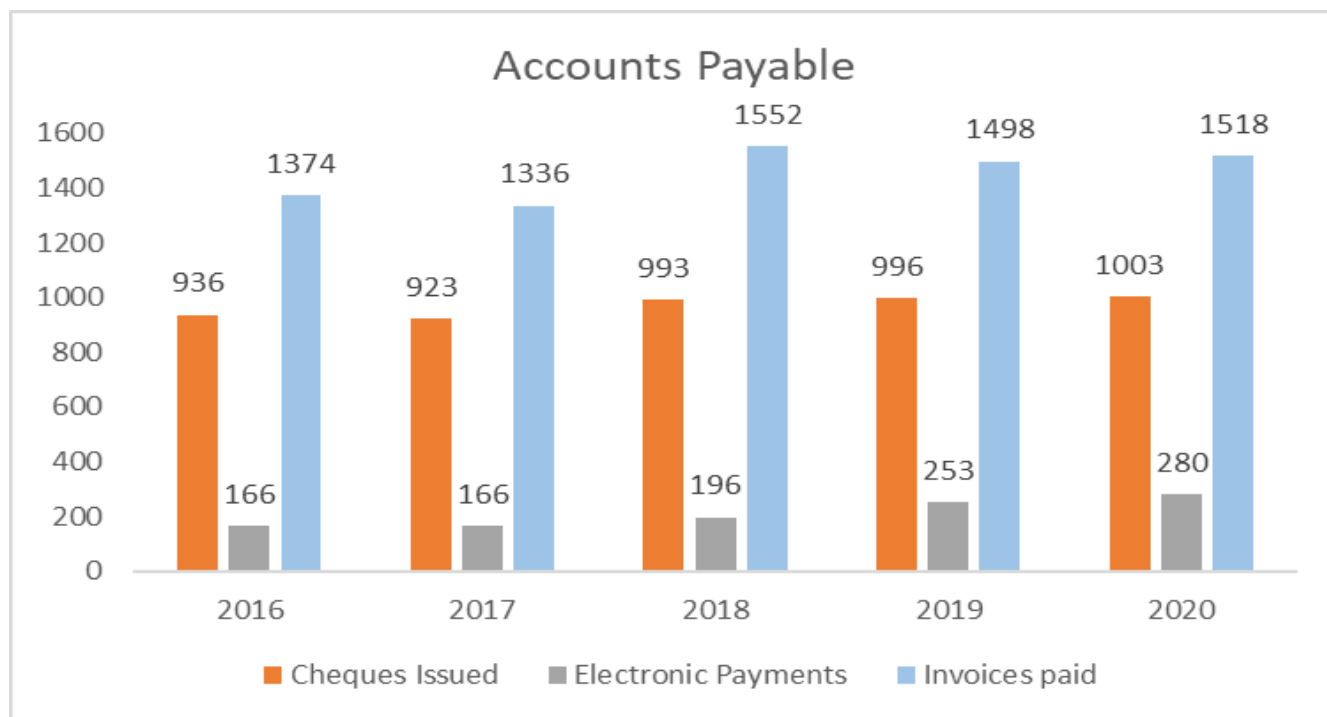


Dog Licenses, Tree Permits, Film Permits

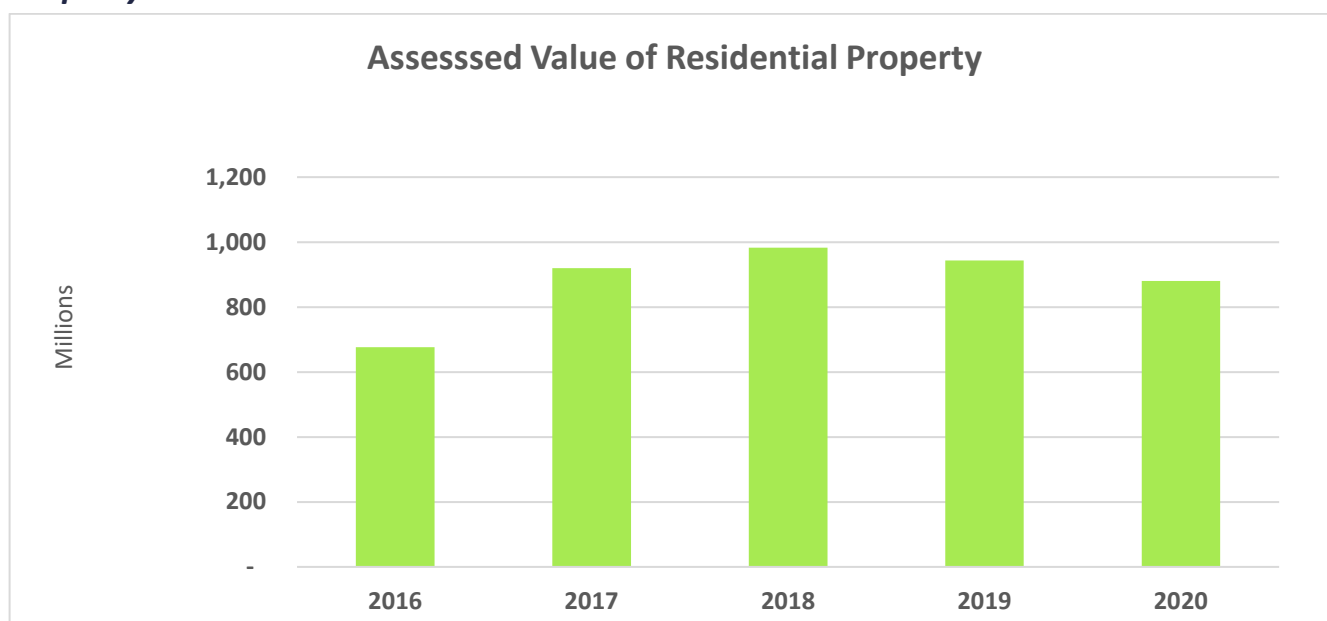




Accounts Payable



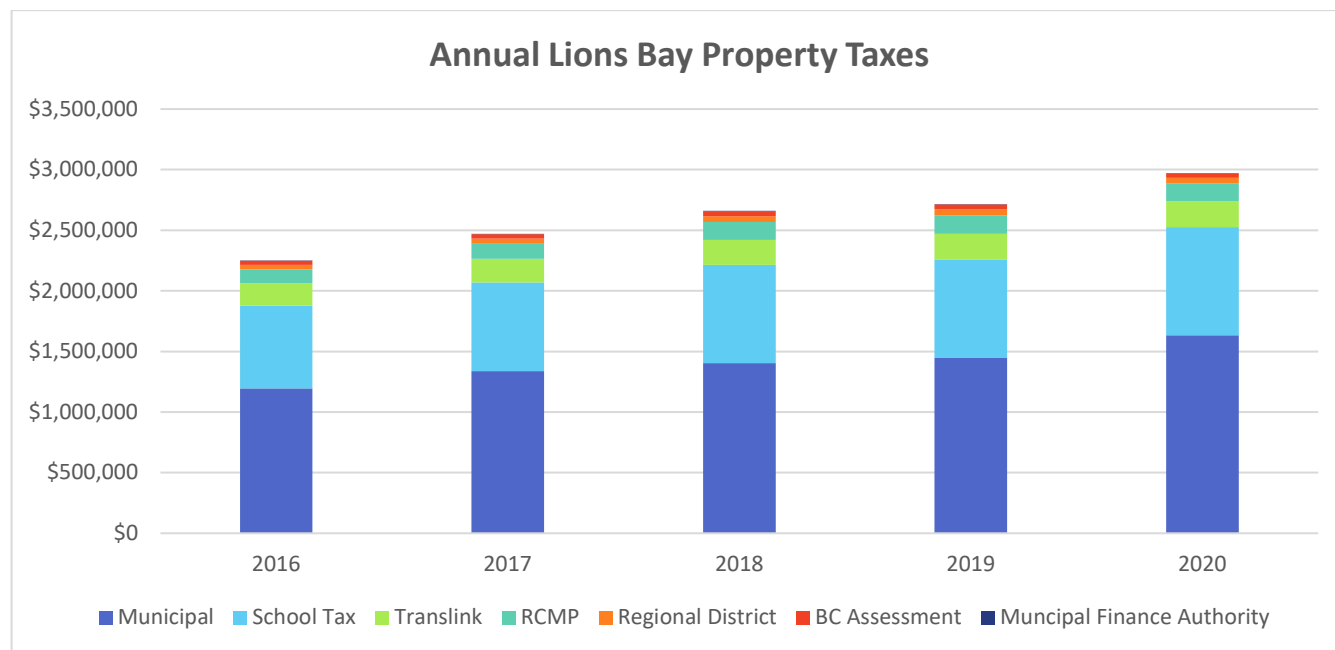
Property Assessments



1 Source: BC Assessment

	2016	2017	2018	2019	2020
Residential Value (millions)	676,122	919,325	982,961	943,344	880,820
Change over previous year:	18.4%	36.0%	6.9%	-4.0%	-6.6%

Property Tax Statistics

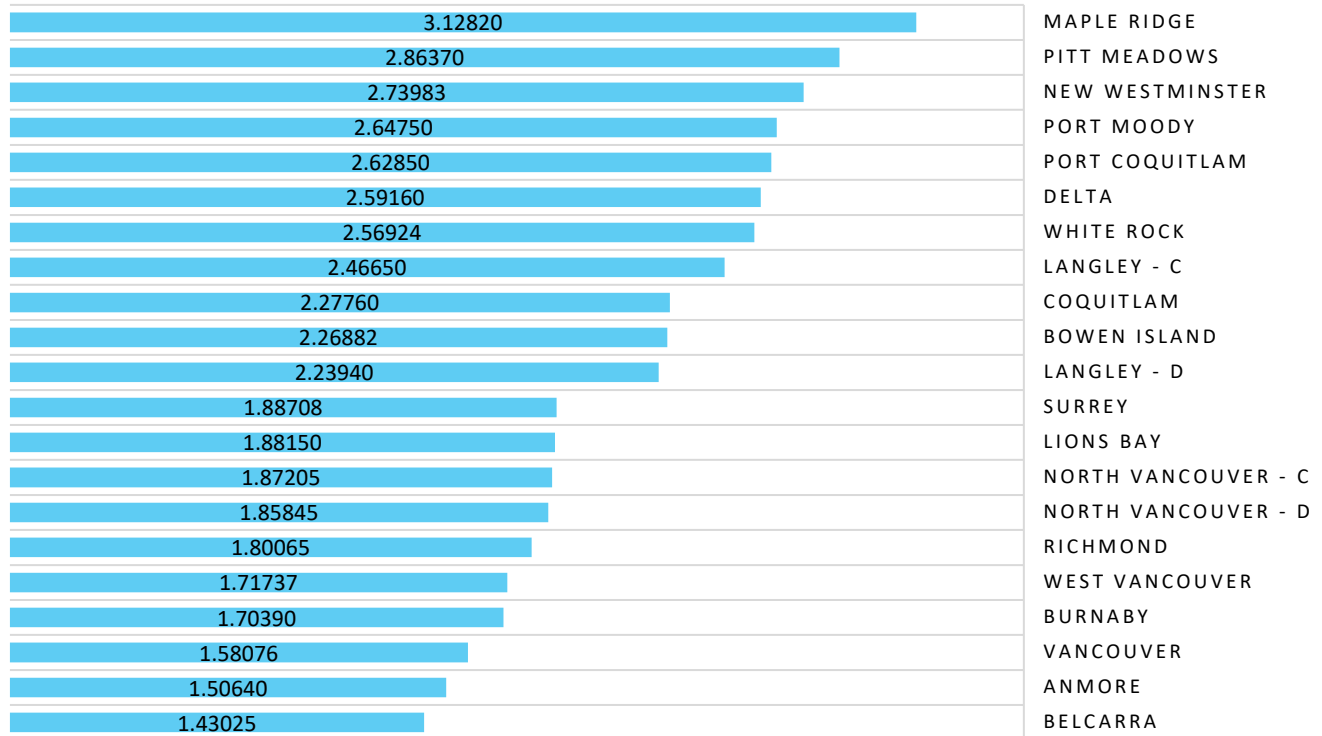


	2016	2017	2018	2019	2020
Lions Bay Mill Rate (residential)	1.9490	1.4842	1.4449	*1.7028	*1.8815
Average Mill Rate (GVRD)	2.6677	2.0753	1.9506	1.9503	2.1743

** Includes infrastructure levy Source: LGDE Website*

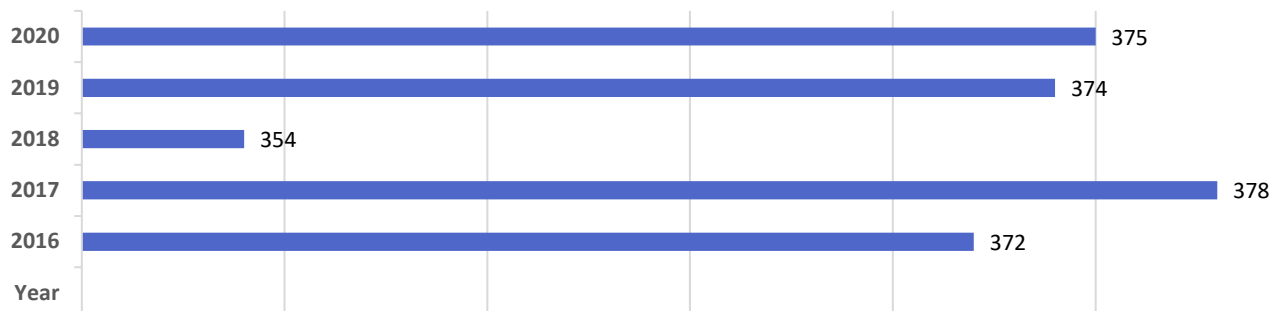


2020 RESIDENTIAL TAX RATES METRO VANCOUVER MUNICIPALITIES (TAX RATE PER \$1,000 ASSESSED VALUE)

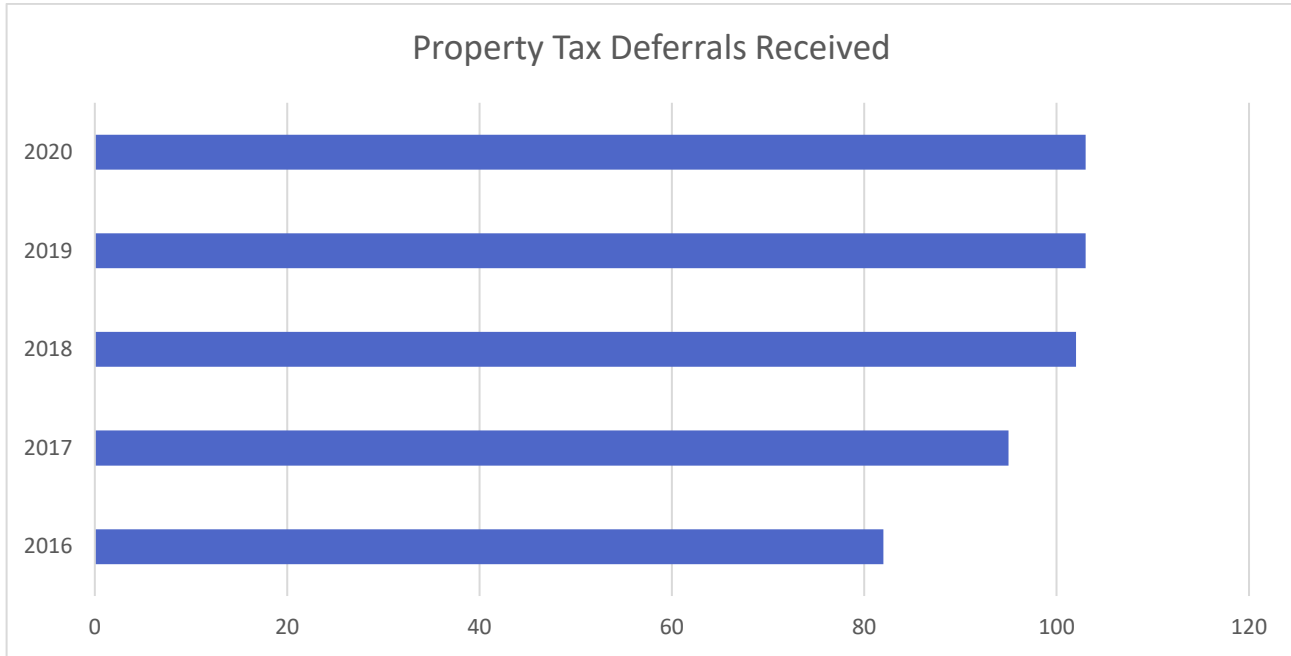


Year	HOGs Claimed	Online Applications	Value	Additional	Regular
2016	372	42	\$244,215	143	229
2017	378	67	\$247,150	141	237
2018	354	61	\$228,400	155	199
2019	374	77	\$249,845	164	210
2020	375	137	\$249,165	159	216

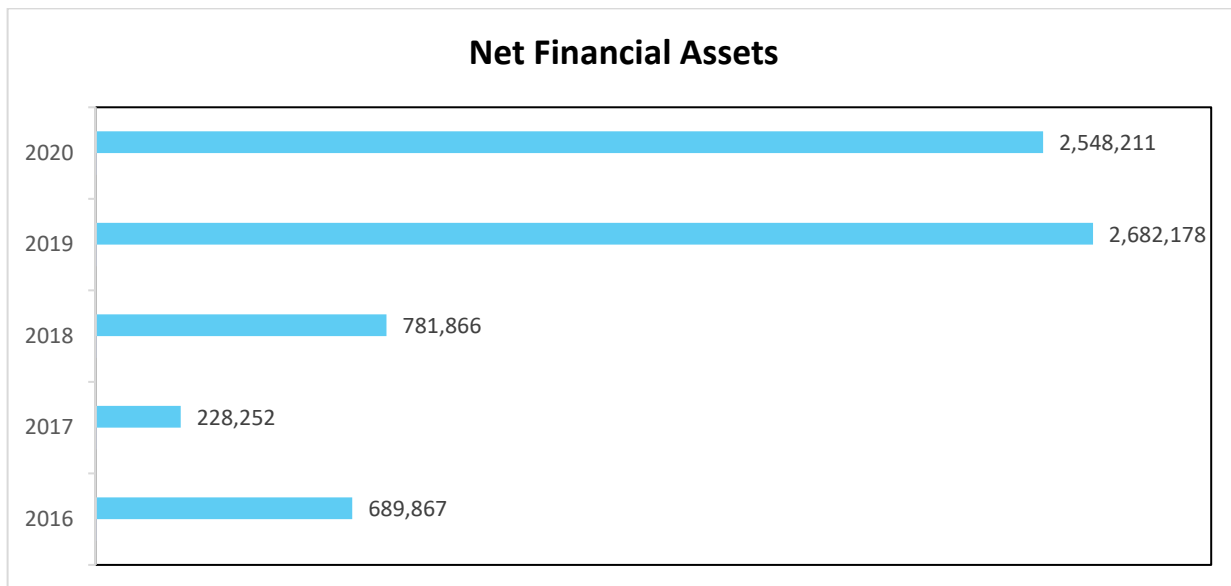
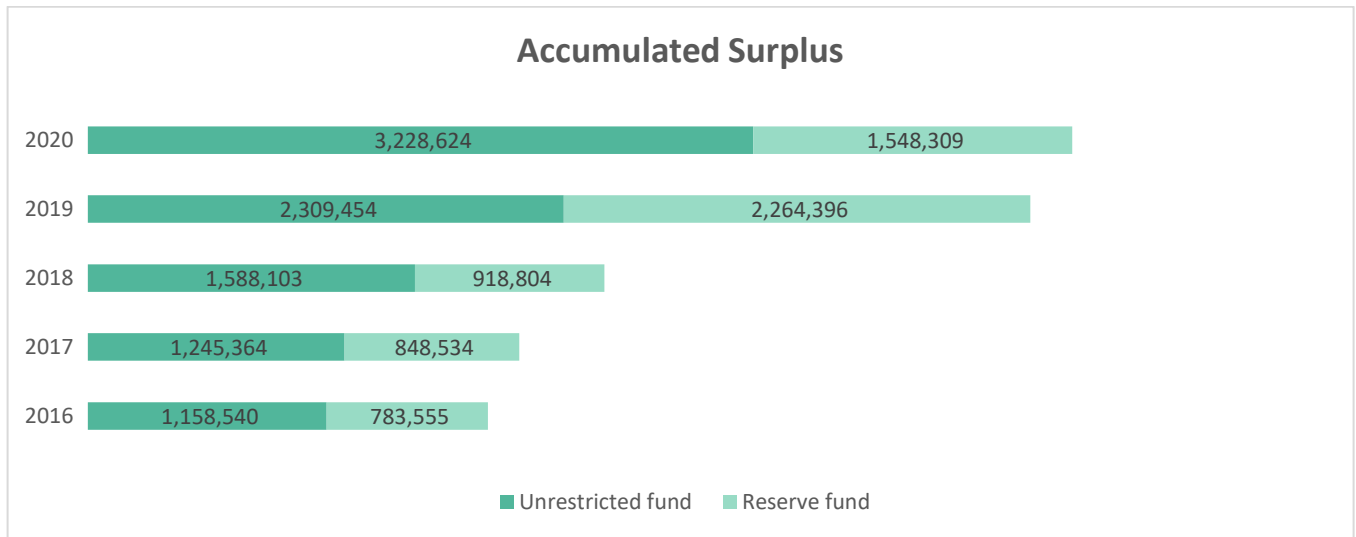
Number of Home Owner Grants Received



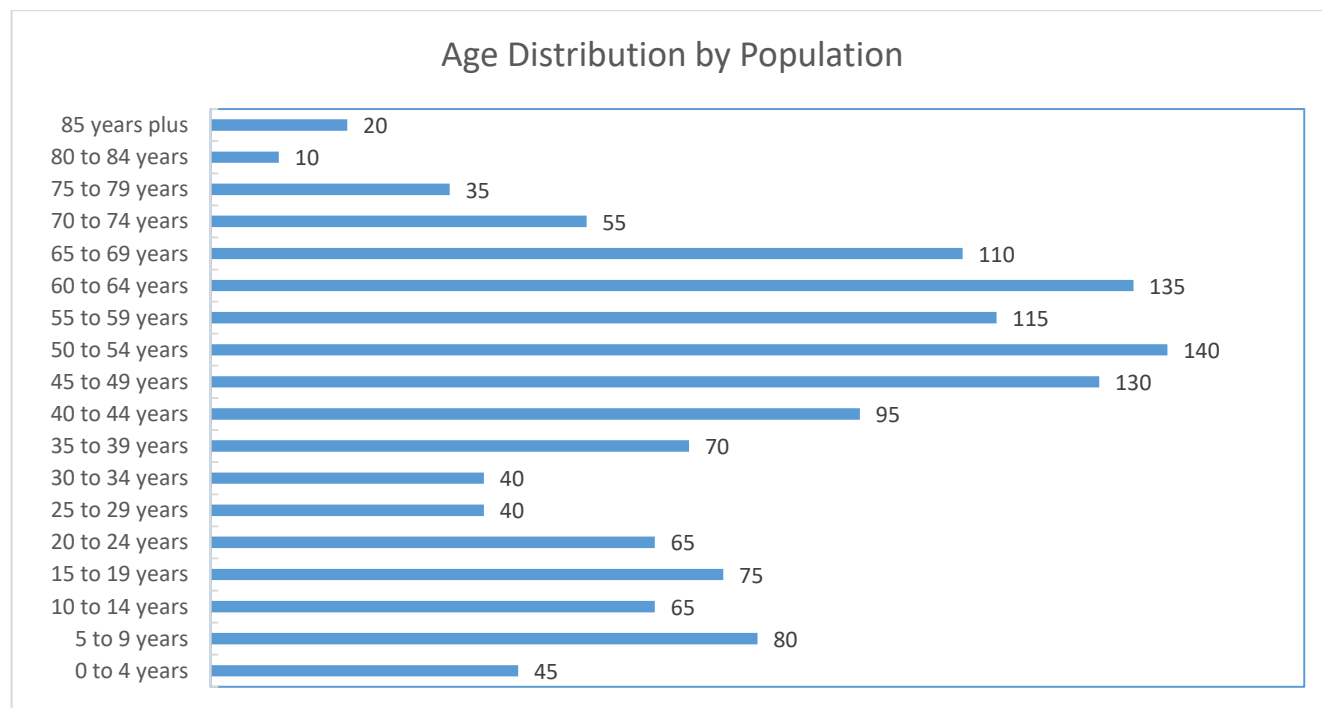
Property Tax Deferrals		
Year	Applications	Value of Property Taxes
2020	103	\$569,170
2019	103	\$ 554,948
2018	102	\$ 456,522
2017	95	\$382,394
2016	82	\$294,336



Accumulated Surplus:					
	2016	2017	2018	2019	2020
Unrestricted fund	1,158,540	1,245,364	1,588,103	2,309,454	3,264,819
Reserve fund	783,555	848,534	918,804	2,264,396	1,548,309
Capital fund	18,415,256	18,975,666	18,670,701	20,420,110	21,162,820
	20,357,351	21,069,564	21,177,608	24,993,960	25,975,948

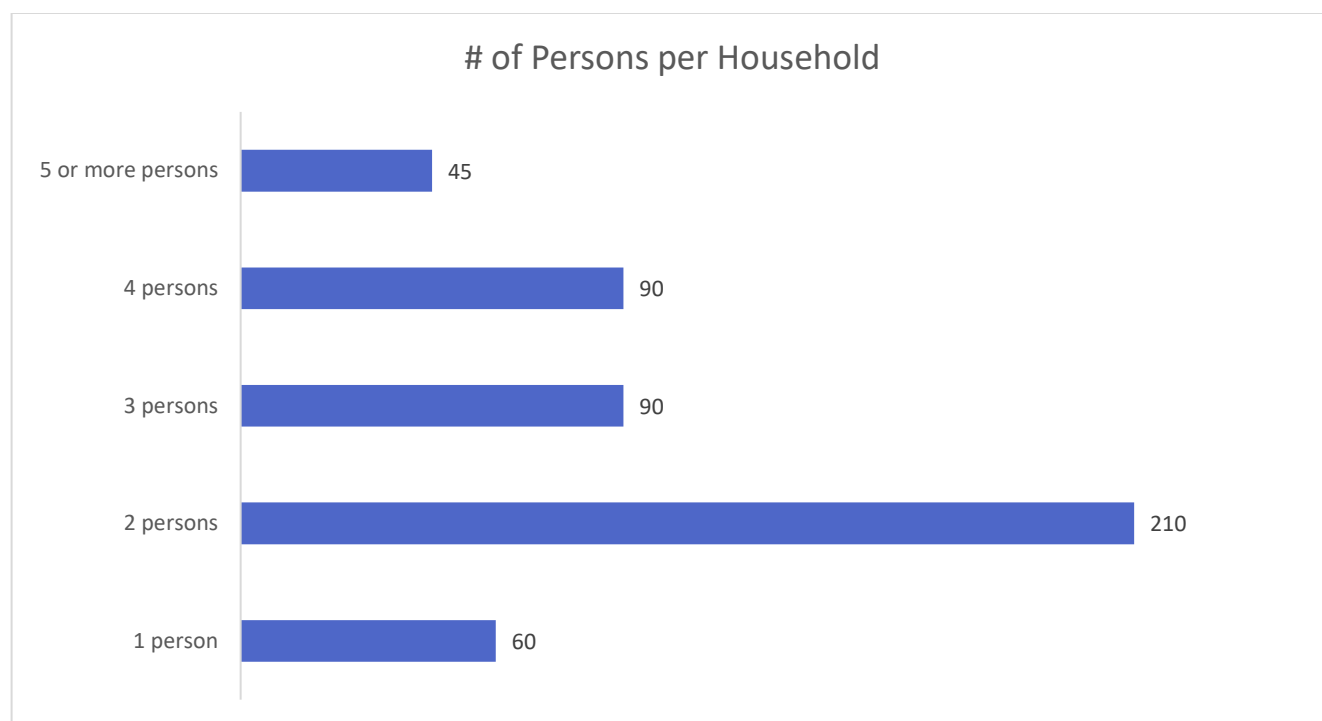


Census Statistics



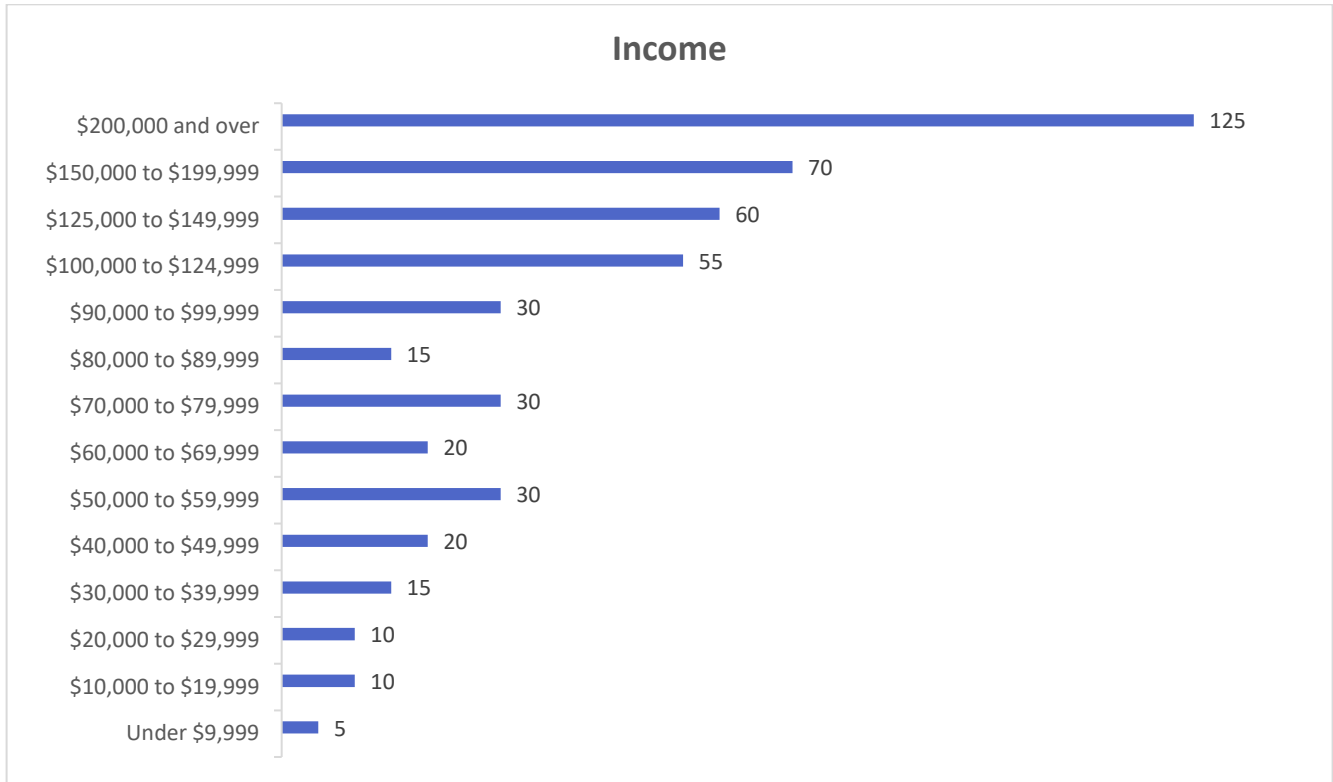
Population decrease from 2011 census was 1.2%. Provincial increase was 5.6%

Source: Statistics Canada, 2016 Census of Population

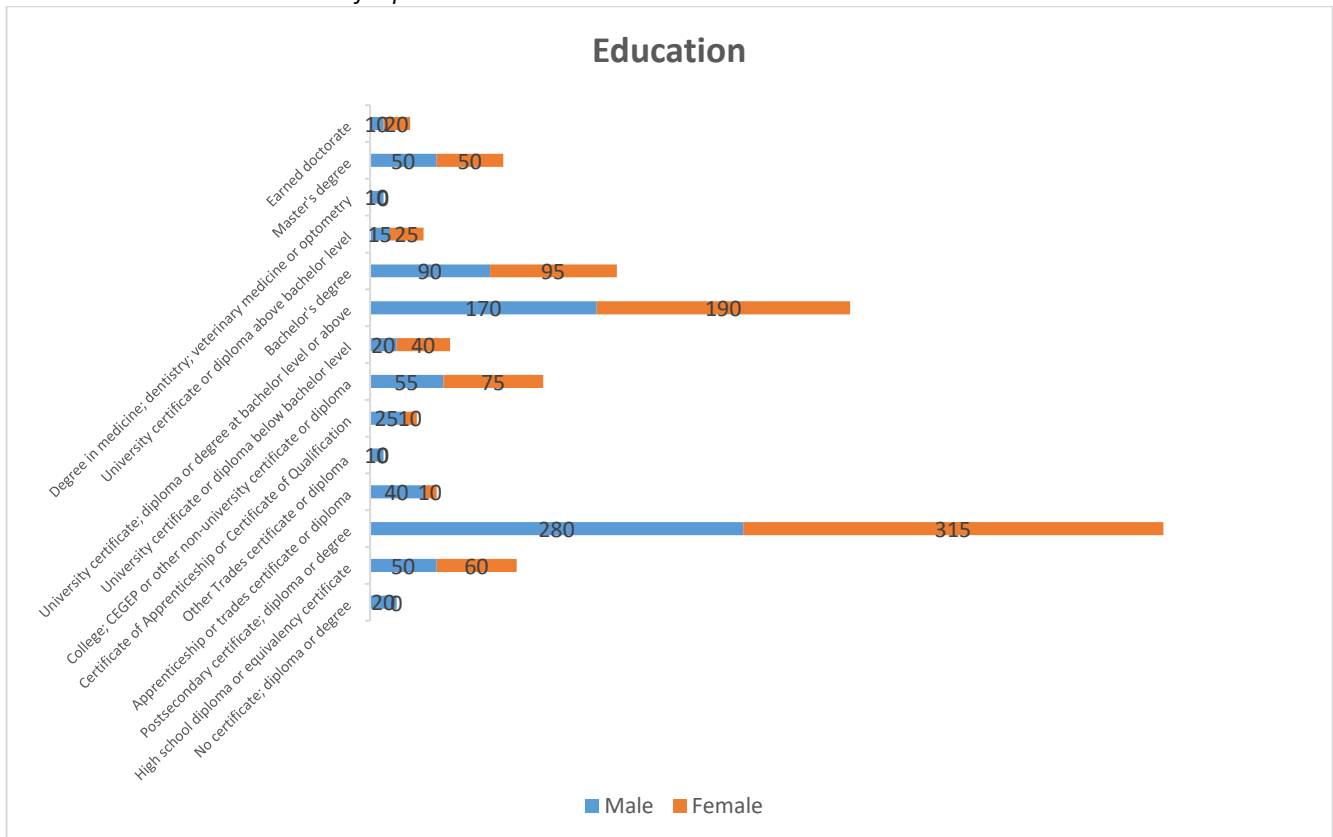


Average Household size - 2.7

Source: Statistics Canada, 2016 National Household Survey



Source: Statistics Canada, 2016 Census of Population
 Total household income in 2015 for private households



Source: Statistics Canada, 2016 Census of Population
 Total - Highest education level for the population aged 25 – 64

Looking Forward

Consolidated Financial Plan 2021 – 2025

	2021	2022	2023	2024	2025
Revenues					
Taxation	1,627,006	1,674,513	1,723,360	1,773,672	1,825,494
Parcel Taxes	111,289	100,704	100,704	100,704	100,704
Infrastructure Levy	158,081	162,823	167,708	172,739	177,921
Utility Fees and Rates	1,228,265	1,263,104	1,298,947	1,335,825	1,373,767
Fees, Licenses and Permits	321,974	268,821	244,560	245,020	245,802
Grants	4,017,862	2,008,628	358,703	2,341,789	361,879
Proceeds from Borrowing	603,458	600,075	-	720,090	-
Net Proceeds from Land Sales	398,280	-	4,500,000	-	-
Other	143,851	128,011	117,978	123,564	129,338
Grand Total	8,610,066	6,206,679	8511,959	6,813,402	4,214,905
Expenditures					
Amortization	612,690	682,740	833,635	902,635	971,495
General Government	1,058,269	956,834	950,734	974,566	997,949
Fire Services	399,180	373,194	377,418	373,728	377,965
Bylaw Services	109,462	53,666	54,886	56,137	57,414
Public Works	565,804	427,604	437,194	446,793	456,619
Planning and Development	123,188	68,699	70,134	71,603	73,099
Parks, Recreation and Facilities	270,512	266,057	272,019	278,127	284,388
Solid Waste	198,858	204,475	210,260	214,275	218,370
Sewer Fund	68,337	66,673	78,141	69,556	71,003
Water Fund	837,607	775,742	793,312	820,915	839,135
Interest Payments	85,813	95,594	105,661	103,158	118,697
Grand Total	4,329,719	3,971,278	4,183,385	4,311,493	4,446,134
Surplus	4,280,347	2,235,401	4,328,574	2,501,909	(251,229)
Adjustments Required to Balance Financial Plan to Conform with Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on TCA's	612,690	682,740	833,635	902,635	971,495
MFA Actuarial Gain on Debt	(34,201)	(38,561)	(43,528)	(49,114)	(54,888)
Cash Surplus	4,858,836	2,879,580	5,118,681	3,355,431	665,378
Cash items NOT included in Annual Surplus					
Repayment of Debt Principal	(216,549)	(244,610)	(244,246)	(176,067)	(185,233)
Capital Expenditures	(5,525,177)	(2,725,000)	(3,791,600)	(2,925,000)	(2,574,400)
Transfers from Surplus	1,585,650	415,609	3,747,630	84,309	2,438,110
Transfers from (to) Reserves:					
Gas Tax Fund	(59,117)	(62,053)	(62,053)	(65,229)	(65,229)
Infrastructure Levy	(158,081)	(162,823)	(167,708)	(172,739)	(177,921)
Wastewater Treatment Plant	(87,282)	(100,704)	(100,704)	(100,704)	(100,704)
Land Sales	(398,280)	-	(4,500,000)	-	-
Financial Plan Balance	-	-	-	-	-



Village of Lions Bay
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Improvements to Trudi's Trail by the Trailblazers
Photo Credit: John Dudley