



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON MAY 11, 2018 at 3:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

AGENDA

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Public Participation**
- 4. Delegations**
- 5. Review & Approval of Minutes of Prior Meetings**
- 6. Business Arising from the Minutes**
- 7. Unfinished Business**
- 8. Reports**
 - A. Staff – None
 - B. Mayor – None
 - C. Council – None
 - D. Committees – None
 - E. Emergency Services – None
- 9. Resolutions**
 - A. Appointment of Bylaw Enforcement Officers
Recommendation: THAT Council appoint Mike Kumar and Sarbjit Johal as Bylaw Enforcement Officers; and

THAT Council appoint Tabitha McPhail and Phil Dubrulle as backup on-call Bylaw Enforcement Officers.
- 10. Bylaws**
 - A. 2018-2022 Five Year Financial Plan Bylaw No. 542, 2018 – Adoption (Page 3)
Recommendation: THAT 2018-2022 Five Year Financial Plan Bylaw No. 542, 2018 be adopted.

B. Tax Rates Bylaw No. 543, 2018 – Adoption (Page 9)

Recommendation: THAT Tax Rates Bylaw No. 543, 2018 be adopted.

C. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 544, 2018 – Adoption
(Page 13)

Recommendation: THAT Fees Bylaw No. 497, 2016, Amendment Bylaw
No. 544, 2018 be adopted.

11. Correspondence

12. New Business

13. Public Questions & Comments

14. Closed Council Meeting

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter*:

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

e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

15. Reporting Out from Closed Portion of Meeting

16. Adjournment



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	2018-2022 Five Year Financial Plan Bylaw No. 542, 2018		
Author	Pamela Rooke	Reviewed By:	
Date	May 9, 2018	Version	
Issued for	May 11, 2018 Special Council Meeting		

RECOMMENDATION

THAT the 2018-2022 Five Year Financial Plan Bylaw No. 542, 2018 be adopted.

ATTACHMENTS

2018-2022 Five Year Financial Plan Bylaw No. 542, 2018

KEY INFORMATION

Staff presented the draft 2018-2022 Five Year Financial Plan Bylaw to Council at the April 24, 2018 Council meeting for review and discussion. At the same meeting, the Bylaw was given first and second reading. At the May 8, 2018 regular Council meeting, the 2018-2022 Five Year Financial Plan Bylaw No. 542, 2018 was given third reading.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



2018-2022 Five Year Financial Plan Bylaw No. 542, 2018

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

**2018 – 2022 FIVE YEAR FINANCIAL PLAN
BYLAW NO. 542, 2018**

A bylaw to approve the Five Year Financial Plan for the years 2018 – 2022 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 2018 to 2022 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 "**2018 – 2022 Five Year Financial Plan Bylaw No. 542, 2018**".
2. The 2017-2021 Five Year Financial Plan Bylaw No. 522, 2017 (adopted on May 5, 2017) is hereby repealed.
3. The Council does hereby adopt the Five Year Financial Plan for the years 2018-2022 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	April 24, 2018
READ A SECOND TIME	April 24, 2018
READ A THIRD TIME	May 8, 2018
ADOPTED	

Mayor

Corporate Officer

**Certified a true copy of
2018 – 2022 Five Year Financial Plan
Bylaw No. 542, 2018 as adopted.**

Corporate Officer

Schedule A

Consolidated Financial Plan 2018 - 2022

	2018	2019	2020	2021	2022
Revenues					
Taxation	1,494,430	1,534,552	1,579,251	1,625,292	1,672,713
Parcel Taxes	10,585	10,585	10,585	10,585	10,585
Utility Fees and Rates	1,089,217	1,107,330	1,125,805	1,148,321	1,167,543
Fees, Licenses and Permits	203,556	195,354	196,983	199,230	199,528
Grants	2,612,116	2,272,549	981,127	2,008,693	2,084,548
Proceeds from Borrowing	-	393,130	432,766	1,111,632	601,602
Net Proceeds from Land Sales	3,124,994	5,795,500	-	-	-
Other	148,524	107,101	110,929	115,177	120,289
Grand Total	8,683,422	11,416,101	4,437,447	6,218,930	5,856,807
Expenditures					
Amortization	588,976	780,354	1,012,992	1,325,760	1,707,118
General Government	854,439	793,753	808,266	823,274	838,729
Fire Services	357,913	352,229	355,711	359,249	362,841
Bylaw Services	37,173	36,851	37,557	38,219	38,905
Public Works	473,711	419,279	426,520	399,122	405,470
Planning and Development	114,563	89,110	74,751	70,340	65,938
Parks, Recreation and Facilities	241,466	213,507	216,770	219,886	223,090
Solid Waste	185,919	185,919	189,343	191,777	191,777
Sewer Fund	73,188	67,590	68,658	69,714	70,793
Water Fund	761,343	624,251	633,940	643,222	652,206
Interest Payments	111,956	118,696	128,341	148,676	171,472
Grand Total	3,800,646	3,681,537	3,952,849	4,289,239	4,728,340
Surplus/(Deficit)	4,882,776	7,734,563	484,598	1,929,691	1,128,467
Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on Tangible Capital Assets	588,976	780,354	1,012,992	1,325,760	1,707,118
MFA Actuarial Gain on Debt	(23,456)	(26,901)	(30,729)	(34,977)	(40,089)
Cash Surplus	5,448,297	8,488,016	1,466,861	3,220,474	2,795,497
Cash items NOT included in Annual Surplus (Deficit)					
Repayment of Debt Principal	(152,364)	(168,006)	(179,686)	(205,717)	(217,023)
Capital Expenditures	(2,746,468)	(4,398,061)	(1,230,726)	(2,958,307)	(2,522,025)
Transfer from (to) Surplus	609,979	-	-	-	-
Transfer to Gas Tax Fund	(56,450)	(56,450)	(56,450)	(56,450)	(56,450)
Transfer from (to) Reserves	(3,102,994)	(3,865,500)	-	-	-
Financial Plan Balance	-	-	-	-	-

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 prior years, property taxation has been the municipality's largest portion of revenues. In 2017, the municipality was awarded a Clean Water Waste Water Fund grant of \$2,250,130; the majority of the grant funds will be received in 2018. A Loan Authorization Bylaw was adopted in December 2016 authorizing the municipality to borrow up to \$3,000,000 over the next five years to help fund capital projects. The 2018 revenue includes \$3,124,994 of net proceeds from the sale of municipal owned property.

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, excluding 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
Other Revenue	37.7%	3,273,518
Grants	30.1%	2,612,116
Property Taxes	17.2%	1,494,430
Utility Fees and Rates	12.6%	1,089,217
Fees, Licenses and Permits	2.3%	203,556
Parcel Taxes	0.1%	10,585
TOTAL	100.0%	\$ 8,683,422

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.

Property Class	% of Total Property Taxation	
	2017	2018
Residential (1)	99.59%	99.67%
Utilities (2)	0.09%	0.05%
Business (6)	0.11%	0.10%
Recreation (8)	0.21%	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.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Tax Rates Bylaw No. 543, 2018		
Author	Pamela Rooke	Reviewed By:	
Date	May 9, 2018	Version	
Issued for	May 11, 2018 Special Council Meeting		

RECOMMENDATION

THAT the Tax Rates Bylaw No. 543, 2018 be adopted.

ATTACHMENTS

Tax Rates Bylaw No. 543, 2018.

KEY INFORMATION

Per the Community Charter section 197(1), each year Council must adopt a tax rate bylaw after adoption of the financial plan but before May 15. At the May 8, 2018 regular Council meeting, the Tax Rates Bylaw No. 543, 2018 was given third reading.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Tax Rates Bylaw No. 543, 2018

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

TAX RATES BYLAW NO. 543, 2018

A bylaw for the levying of rates for Municipal and Regional District purposes for the year 2018.

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. The following rates are hereby imposed and levied for the year 2018 on the taxable land and improvements as set out in the assessment roll:
 - a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part hereof.
 - b) For purposes of the Metro Vancouver Regional District on the assessed value of land and improvements taxable for regional hospital district purposes, rates appearing in Column "B" of Schedule "A" attached hereto and forming a part hereof.
2. This Bylaw may be cited as "Tax Rates Bylaw No. 543, 2018"

READ A FIRST TIME **April 24, 2018**

READ A SECOND TIME **April 24, 2018**

READ A THIRD TIME **May 8, 2018**

ADOPTED

Mayor

Corporate Officer

**Certified a true copy of
Tax Rates Bylaw No. 543, 2018 as adopted.**

Corporate Officer

SCHEDULE "A"**Forming part of Tax Rates Bylaw No. 543, 2018****TAX RATES****(Dollars of tax per \$1,000.00 taxable value)**

Property Class	A General Municipal	B Greater Vancouver Regional District
1. Residential	1.4449	0.0508
2. Utilities	40.0000	0.1778
3. Business and Other	4.5711	0.1245
4. Recreation / Non-Profit	1.4449	0.0508



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Fees Bylaw No. 497, 2016, Amendment Bylaw No, 544, 2018		
Author	Pamela Rooke	Reviewed By:	
Date	May 9, 2018	Version	
Issued for	May 11, 2018 Special Council Meeting		

RECOMMENDATION

THAT the Fees Bylaw No. 497, Amendment Bylaw No, 544, 2018 be adopted.

ATTACHMENTS

(1) Fees Bylaw No. 497, 2016, Amendment Bylaw No. 544, 2018

KEY INFORMATION

At the May 8, 2018 regular Council meeting, the Fees Bylaw No. 497, 2016, Amendment Bylaw No, 544, 2018 was given first, second and third reading.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Fees Bylaw No. 497, 2016

Amendment Bylaw No. 544, 2018

Adopted: xxx

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0

Phone: 604-921-9333 Fax: 604-921-6643

Email: office@lionsbay.ca Web: www.lionsbay.ca

Fees Bylaw No. 497, 2016 Amendment Bylaw No. 544, 2018

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as “Fees Bylaw No. 497, 2016, Amendment Bylaw No. 544, 2018”.
2. Fees Bylaw No. 497, 2016 is hereby amended as follows:

(a) Schedule 2, Development, Land and Building Services is amended by adding the following table:

An application for the soil deposit or removal of more than 27 cubic meters (m ³) and up to 45 m ³ of in any one year.	\$100 (non-refundable)
Any application for the soil deposit or removal of more than 45 m ³ and up to 90 m ³ in any one year.	\$200 (non-refundable)
Any application for the soil deposit or removal of more than 90 m ³ and up to 180 m ³ in any one year.	\$400 (non-refundable)
Any application for the soil deposit or removal of more than 180 m ³ in any one year.	\$600 (non-refundable)

(b) Schedule 5, Traffic and Parking Fees, is amended by updating the following table:

FEES FOR METERED PARKING

Description	Fee
Lions Bay Beach Park Lot (adjacent to train tracks) <i>*Permit holders NOT exempt from fee.</i>	\$3/hour or portion thereof up to a maximum of \$24 within a calendar day
Kelvin Grove Beach Park Lot <i>*Permit holders exempt from fee.</i>	\$2/hour or portion thereof up to a maximum of \$16 within a calendar day
Sunset Trailhead Lot <i>*Permit holders exempt from fee.</i>	\$1.50/hour or portion thereof up to a maximum of \$12 within a calendar day

READ A FIRST TIME	May 9, 2018
READ A SECOND TIME	May 9, 2018
READ A THIRD TIME	May 9, 2018
ADOPTED	xxx, 2018

Mayor

Corporate Officer

**Certified a true copy of Fees Bylaw No. 497, 2016,
Amendment Bylaw No. 544, 2018 as adopted.**

Corporate Officer