



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF LIONS BAY HELD ON TUESDAY, FEBRUARY 19, 2019 at 7:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

AGENDA

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Public Participation (2 minutes per person totalling 10 minutes maximum)**
 - A. 2019 Municipal Grant Applications (Page 5)
 THAT the usual time limits be relaxed to allow the Municipal Grant Presentations up to five minutes per presentation, not including questions from Council; and

 THAT the report "2019 Municipal Grant Applications" be received for information purposes.
- 4. Public Delegation Requests Accepted by Agenda Deadline (10 minutes maximum)**
- 5. Review & Approval of Minutes of Prior Meetings**
 - A. Special Council Meeting – January 25, 2019 (Page 77)
 THAT the Special Council Meeting Minutes of January 25, 2019 be approved as circulated.
 - B. Regular Council Meeting – February 5, 2019 (Page 79)
 THAT the Regular Council Meeting Minutes of February 5, 2019 be approved as circulated.
- 6. Business Arising from the Minutes**
- 7. Unfinished Business**
 - A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Person Responsible
67	January 22, 2019	G8: International Day for the Elimination of Racial Discrimination – Staff to follow up with Ms. Simons to book the event	CAO DeJong
68	January 22, 2019	G9: 2019 Premier's Awards for Excellence in Education – Councillor Cunliffe will inquire	Councillor Cunliffe

		with the school PAC if there are any nomination potentialities.	
69	February 5, 2019	UBCM Resolutions due March 15 th – Council to advise CAO of any requests by the February 19 th Regular Council Meeting	Council
70	February 5, 2019	Correspondence R1: Pat Craig – Beach Park Renewal – Mayor McLaughlin to respond	Mayor McLaughlin

8. Reports

A. Staff

- i. CFO: Municipal Grant Approvals (Page 87)
Recommendation: THAT Council approve the 2019 Municipal Grants.
- ii. CFO: 2019 Preliminary Budget (Page 91)
Recommendations: THAT the report “2019 Preliminary Budget” be received for information purposes.
- iii. PWM: 2019 Invasive Species Management Program (Page 107)
Recommendation: THAT Council approve the inclusion of the Municipal contribution to the Sea to Sky Invasive Species Council to the annual operating budget of Public Works; and

THAT Council approve the additional expenditure of \$8,050.16 for a fee-for-service to the Sea to Sky Invasive Species Council for the inventory, monitoring, and treatment of invasive species within the Municipality; and

THAT the CFO include \$8,050.16 for the fee-for-service works and the \$1,500 for the Municipal Contribution to the Sea to Sky Invasive Species Council, not including GST, in the 2019 operational budget.

B. Mayor – None

C. Council – None

D. Committees

- i. Trees, Views and Landscapes Committee – Tree Application #92 – 61 Brunswick Beach Road (Page 123)
Recommendation: THAT as requested, the applicant is permitted to carry out work as requested in the application, in accordance with the captioned photographs submitted with application #92.

E. Emergency Services – None

9. Resolutions

10. Bylaws

- A. Utility User Rate Amendment Bylaws No. 557, 558 and 559 – Adoption
(Page 133)

Recommendation: THAT the following bylaws be adopted:

1) Water Rates and Regulations Bylaw No. 2, 1971, Amendment Bylaw No. 557, 2019;

2) Sewer User Rates Bylaw No. 122, 1984, Amendment Bylaw No. 558, 2019;

3) Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 559, 2019.

11. Correspondence

- A. List of Correspondence to February 14, 2019 (Page 145)

THAT the following actions be taken with respect to the correspondence:

12. New Business

13. Public Questions & Comments (2 minutes on any topic discussed in this meeting)

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:

- a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- c) labour relations or other employee relations;
- 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

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Information Report		
Title	2019 Municipal Grant Applications		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	February 13, 2019	Version	-
Issued for	February 19, 2019 Regular Council Meeting		

RECOMMENDATION

THAT the report “2019 Municipal Grant Applications” be received for information purposes.

ATTACHMENTS

1. 2019 Municipal Grant Summary
2. 2019 Municipal Grant Applications

KEY INFORMATION

As part of the 2019 Municipal Grant application process, the attached applications were received. Council requested that all applicants with grant requests greater than \$2,000 make a brief presentation to Council at the February 19, 2019 Regular Council meeting. The order of presentation is as follows:

- 1) Seniors Social Circle
- 2) Lions Bay Events Committee

FOLLOW UP ACTION

It is expected that Council will make their recommendations for approval at the February 19, 2019 Regular Council Meeting.

**Village of Lions Bay
2019 Municipal Grant Applications**

Group		2016 Grant Awarded Actual \$	2017 Grant Awarded Actual \$	2018 Grant Awarded Actual \$	2019 Grant Requested		
					Actual \$	In-Kind	
1	Lions Bay Events Committee	10-2-0602-003	6,000.00	6,000.00	2,800.00	3,730.00	2,350.00
2	Seniors Social Circle	10-2-0601-311	5,000.00	4,100.00	3,100.00	2,800.00	1,600.00
3	Lions Bay Arts Council	10-2-0602-005	7,800.00	5,000.00	6,250.00	2,400.00	400.00
4	Lions Bay Trail Blazers	10-2-0703-023	1,000.00	1,000.00	1,250.00	1,250.00	200.00
5	Lions Bay Historical Society	10-2-0602-002	980.00	900.00	608.00	952.00	240.00
6	Lions Bay Community Garden	10-2-0703-018	500.00	250.00	250.00	250.00	-
7	Lions Bay Caroling Team	10-2-0602-008	130.00	130.00	130.00	130.00	25.00
8	LB Community Scholarship Foundation (LBCSF)	10-2-0602-009	-	-	900.00	-	75.00
9	Howe Sound Biosphere Region Initiative Society	10-2-0400-591	-	-	-	-	350.00
	LB Native Plants Garden Association	10-2-0702-025	1,500.00	600.00			
	Lions Bay Community Association (2017 One-time)	10-2-0601-311	n/a	2,500.00			
	Lions Bay Playschool Association	10-2-0602-006	2,000.00	-			
	Lions Bay Reading Centre	10-2-0602-001	1,500.00	-			
Total Requested			26,410.00	20,480.00	15,288.00	11,512.00	5,240.00



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<p>MUNICIPAL GRANT APPLICATION For Specific Projects/Services/Events/Programs</p>
<p>Only applications that are completed legibly and in full will be accepted.</p> <p>The deadline for submitting grant applications is December 21, 2018.</p> <p>Please provide a copy of your organization's financial statements (for the most recent complete year and your most recent financial statement for the current fiscal year).</p>

A. APPLICANT INFORMATION	
Application Date	December 21st, 2018
Name of Organization/Group	Lions Bay Events Committee
Contact Person	Nicole Alagich
Telephone	[REDACTED]
Email	[REDACTED]
BC Society Number	n/a
Date of Registration	n/a
Describe your organization's objectives	
<p>The Events Committee aims to create great moments where the Lions Bay community can enjoy community spirit, meet our neighbours, foster pride in where we live and appreciate the friends and relationships in the Village.</p> <p>We provide opportunities for people of all ages to come together many times during the year. We organize events that appeal to various demographics and bring people together to spend time as a community. We believe our annual events are a cornerstone which helps define our Village identity and develop community ties.</p>	
Number of members	16



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B. PROJECT/SERVICES/EVENTS/PROGRAM INFORMATION	
Amount requested (*see note below)	\$ 3,730 + \$2,350 in fee waivers and staff assistance
*Please include requests of a non-monetary nature such as fee waivers and staff assistance (refer to Fees & Charges Bylaw No. 497 as amended, for fee schedules)	
Provide details of other services and facilities requested (e.g. hall rental, Public Works time)	
Public works time - We rely on the Public Works team for the set up and preparation of some of our events. They prepare the beach area for Easter and set up tents. They set up and take down the stage at the Talent Show. They provide night lighting and prepare the bonfire area for Halloween. They set up the tents and sound system at Canada Day and bring down tables and chairs.	
Project title and Description	
This grant request is for our entire calendar of events. The events are outlined in the attached spreadsheet. As our events have grown in popularity and attendees, so have the demands for responsible event management and we need further resources beyond the unpaid volunteer work force. Previous years' grants have helped us further develop the events strategy to reach a wider demographic in the community and provide support to maintain the strong reputation of current events. Successful community events often have corporate sponsors but with so few corporate companies with a presence in Lions Bay, we are hard pressed to obtain adequate sponsorship and we feel have extensively tapped the current sponsors. Our event management includes compliance with Vancouver Coastal Health, Serving it Right, Liquor Licenses, etc.	
Describe your target population (age, gender, disability etc.)	
We aim to target the entire Village population with our calendar of events. Not every event is of interest to everyone, but we hope that every citizen attends at least one event during the year. Some events, such as Easter and the Halloween Haunted House, are primarily for families with young children, but Canada Day, the Halloween Fireworks and the Polar Bear Swim are all popular community events that appeal to all age groups. We strive to broaden the target demographics of our events and at the same time are aware that at some times of year, the calendar can get too full and attendance is low.	
Describe your goals and your success criteria	
The events we organize provide an opportunity to bring the community together and instill a sense of Village pride, vibrancy and fun, as well as strengthen relationships. The events also attract visitors which stimulates interest in our community, real estate market and local businesses. We believe Village pride is critical to the improvement and development of any community and that the Lions Bay events do just that. Our goals are to provide high-quality events, that run smoothly and provide time for the community to be together. Our success criteria is a high turnout and people leaving happy and feeling proud to live in Lions Bay.	



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Approximately how many individuals will be served by your project?
Events range from 50 - 400 people
What community need or issue is your project/event responding to?
Our events respond to the general desire of Lions Bay residents to feel part of a small, familiar community. We believe it is with ours and other local groups, community events where Lions Bay comes alive as a Village and where residents leave the event feeling part of the Lions Bay community. We believe our events foster community building and are an integral part of Village life.
Describe any partners or sponsors involved in your project/event.
<p>This year we received sponsorship donations from Thyra McKilligan of Remax. We hope to secure a couple more sponsorships from other local businesses.</p> <p>We sometimes secure donations for specific events from Windsor Meats (Caulfeild), Starbucks, Cobbs, Safeway and Save On Foods.</p>
C. ACCOUNTABILITY
Describe how you will evaluate the effectiveness of the project/event
<p>The Events Committee meets to review and discuss each event after it takes place. We maintain notes on how to run each event and after each years' review suggestions are made for improvement. We also evaluate new events to introduce to our calendar.</p> <p>That being said, each event team leader is free to run an event how they see fit, which allows for fresh ideas. The Events Committee is held accountable by the community, who freely give feedback during and after events.</p> <p>We expect all our events to run to budget and we expect each event to run smoothly and be well attended.</p>



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D. FINANCIAL INFORMATION
<input type="checkbox"/> Attach your most recent financial statement
<input type="checkbox"/> Provide current fiscal year project budget for your organization
<input type="checkbox"/> If your group received a municipal grant in 2018, provide a breakdown of how the money was spent
<input type="checkbox"/> Provide a detailed budget, including financial contributions and applications from sources other than the Village, for the project/event. Indicate the type and value of "in kind" contributions

TERMS & CONDITIONS

In the event that the funds are not used or the project/event, as described in the application, is not completed or there are misrepresentations in the application, the full amount of the financial assistance may be payable forthwith to the municipality.

1. If there are any changes in the funding of the project/event from that contemplated in the application, the municipality will be notified of such changes immediately.
2. The applicant will make, or continue to make attempts to secure funding from other sources indicated in its application.
3. The applicant will keep proper records and accounts of all receipts and expenditures relating to the project/event.
4. If the project/event is not commenced, not completed, or if the project/event is completed without requiring the full use of the grant funds and there remain municipal funds on hand, or if Council directs that the funds be returned; all unused funds will be returned without delay.
5. Unless there is prior written approval from the Village of Lions Bay, the project/event may not be represented as a municipal project, and the applicant does not have the authority to hold itself as an agency of the municipality in any way. The only relationship being that the municipality has approved and granted financial assistance to the applicant.



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We certify that to the best of our knowledge the information provided in this municipal grant request is accurate and complete and is endorsed by the organization which we represent. If our organization receives a municipal grant, we agree to the conditions set out below and to any other conditions determined by Council.

(Must be signed by two officers of the organization).

Signed	[Redacted Signature]				
Name	Doelene	Title	Chair	Date	4/5
Signed	[Redacted Signature]				
Name	NICOLE MAGICH	Title	TREASURER	Date	DEC 21, 2018

Lions Bay Events Committee

PROFIT AND LOSS

January - December 2018

	TOTAL
INCOME	
Grant Income	3,250.00
Halloween Income	620.71
Halloween Tween Income	231.00
Sponsorship Income	1,000.00
Trivia Night	533.69
Total Income	\$5,635.40
GROSS PROFIT	\$5,635.40
EXPENSES	
Bank charges	3.00
Canada Day Events	4,500.81
Christmas Carolling	235.22
Dip n' Dash	43.89
Easter Events	641.86
Halloween Events (Adults)	178.20
Halloween Events (Kids)	981.73
Halloween Events (Tweens)	700.00
Supplies	33.84
Trivia Night.	451.18
Total Expenses	\$7,769.73
PROFIT	\$ -2,134.33

2017
"leftover"
funds

3507.89

Balance
of "leftover"
funds

1373.56

Lions Bay Events Committee Projected Budget 2019

Expenses	Projected 2019	
Canada Day	2,000.00	not providing food, thus reduction in expenses
Dip n Dash	50.00	
Easter	650.00	
Halloween - Kids and Tweens	1,700.00	
Supplies	100.00	
Trivia Night	500.00	
Beach Fundraiser (new)	2,000.00	
Insurance (paid by Village)	250.00	
Total Expenses	7,250.00	
Less:		
Balance of 2017 Surplus	1,370.00	
Canada Day Grant	650.00	
Sponsorship	1,500.00	
2019 Grant Request	3,730.00	



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A. APPLICANT INFORMATION	
Application Date	December 18, 2018
Name of Organization/Group	Lions Bay Seniors Social Circle (LBSSC)
Contact Person	Louis K Peterson
Telephone	[REDACTED]
Email	[REDACTED]
BC Society Number	n/a
Date of Registration	n/a
Describe your organization's objectives	
<p>1 To engage with the community (seniors and "younger" colleagues) in activities that promote; (a) social interaction across inter-generational boundaries, and (b) cater to programs with a focus on health and fitness. To encourage "community building", collaboration and inclusiveness. To contribute to "aging in place" in Lions Bay.</p> <p>2 To choose activities that are complementary to those already organized by other community groups, e.g., Events Committee, Historical Society, Arts Council, Lions Bay House Concerts, etc, and to avoid duplicating their efforts. To seek new "niche" activities not already provided for in the community. Such "niche" activities may initially attract only a small clientele but may have the potential to grow the community interest.</p> <p>3 To foster a philosophy of "Community", embodied in the concept of "Community Centre", a physical place that belongs to the Village and that is a focal point for community events, either scheduled or on a "drop-in" basis.</p> <p>Examples are: (a) a well established Tai Chi health and exercise program; (b) local Flu Shot Clinics sponsored by Bay Pharmacy; (c) a Lions Bay Resources Directory; and (d) "Finding Quiet", a new Meditation Project.</p>	
Number of members	The population of Lions Bay residents in general



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B. PROJECT/SERVICES/EVENTS/PROGRAM INFORMATION	
Amount requested (*see note below)	\$2800
*Please include requests of a non-monetary nature such as fee waivers and staff assistance (refer to Fees & Charges Bylaw No. 497 as amended, for fee schedules)	
Provide details of other services and facilities requested (e.g. hall rental, Public Works time)	
Hall Rental 1 day per week.	
Project title and Description	
The "New" Lions Bay Seniors Social Circle (LBSSC)	
Describe your target population (age, gender, disability etc.)	
While the Social Circle is intergenerational in scope, its individual events and activities are likely to have a self-defining focus.	
Describe your goals and your success criteria	
While the goal is to engage with the community, the success of the effort will be determined by community response and will lie in the hands of residents.	



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Approximately how many individuals will be served by your project?
What community need or issue is your project/event responding to?
<p>For any given population to function as a "community", some common goals or needs (wishes) of large and small groups become identified (a "good to have" scenario). The LBCSF seeks to engage collaboratively with its community in order to identify needs not already satisfied, in areas such as entertainment, life-long learning, health & fitness, to name a few selected examples. It is expected that an atmosphere of collegiality, inclusiveness and social interaction will lead to an elaboration of new suggestions and ideas.</p> <p>From a partial survey (ongoing), ideas and projects suggested to date include: (i) cards; (ii) board games; (iii) slide presentations; (iv) films; (v) talks; (vi) round table discussions; (vii) table tennis; (viii) pickle ball; (ix) scrabble; (x) a revised telephone directory; (xi) and more!</p>
Describe any partners or sponsors involved in your project/event.
<p>1 The Municipality of Lions Bay;</p> <p>2 Interested local community groups;</p> <p>3 Business sponsors.</p>
C. ACCOUNTABILITY
Describe how you will evaluate the effectiveness of the project/event
<p>Accountability will be determined as a function of community response and anecdotal commentary.</p>



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D. FINANCIAL INFORMATION

- Attach your most recent financial statement
- Provide current fiscal year project budget for your organization
- If your group received a municipal grant in 2018, provide a breakdown of money spent
- Provide a detailed budget, including financial contributions from sources other than the Village, for the project/event. Indicate the kind of contributions

TERMS & CONDITIONS

In the event that the funds are not used or the project/event, as described in the application, is not completed or there are misrepresentations in the application, the full amount may be payable forthwith to the municipality.

1. If there are any changes in the funding of the project/event from the application, the municipality will be notified of such changes.
2. The applicant will make, or continue to make attempts to secure the sources indicated in its application.
3. The applicant will keep proper records and accounts of all receipts relating to the project/event.
4. If the project/event is not commenced, not completed, or if the project is completed without requiring the full use of the grant funds on hand, or if Council directs that the funds be returned, the applicant shall return the funds without delay.



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We certify that to the best of our knowledge the information provided request is accurate and complete and is endorsed by the organization our organization receives a municipal grant, we agree to the conditions any other conditions determined by Council.

(Must be signed by two officers of the organization).

Signed	[Redacted]		
Name	LOUIS K. PETERSON	Title	CHAIR
Signed	[Redacted]		
Name	John Phillips	Title	Treasurer

SSC Budget vs Actual - 2017

Budgeted Item	Budget	Actual	Variance
Tai Chi	2400	968	-1432
Outings	400	0	-400
Speakers	200	0	-200
Hospitality	400	582	182
Publicity	400	0	-400
Miscellaneous	300	150	-150
Total	4100	1700	-2400

Variance = Actual-budget so represents unspent funds if negative

SSC Budget vs Actual 2018

Budgeted Item	Budget	Actual	Variance
Tai Chi	2000	1015	-985
Publicity	400	359	-41
Hospitality	400	710	310
Miscellaneous	300	222	-78
Banking	0	126	126
Total	3100	2432	-668

Variance = Actual-Budget so represents unspent funds if negative



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A. APPLICANT INFORMATION	
Application Date	December 20, 2018
Name of Organization/Group	Lions Bay Arts (Council)
Contact Person	Ute Phillips
Telephone	[REDACTED]
Email	[REDACTED]
BC Society Number	S-0057600
Date of Registration	December 10, 2011
Describe your organization's objectives	
<ul style="list-style-type: none"> • To represent and coordinate the work and programs of cultural groups in Lions Bay and to maintain an active sharing of information and support for other communities, groups and programs. • To encourage the development of cultural projects and activities• To help enlist public interest and promote public understanding. • To foster and promote an awareness of the cultural needs of the Lions Bay community with the appropriate authorities. • To stimulate interest, participation and cultivation of the arts and artists of Lions Bay. • To raise funds to support activities related to the arts. • To gather and preserve objects of art and cultural value 	
Number of members	280 members with 11 new members in 2018



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B. PROJECT/SERVICES/EVENTS/PROGRAM INFORMATION	
Amount requested (*see note below)	0.00 \$2400 (for purchase of Village Banners)
*Please include requests of a non-monetary nature such as fee waivers and staff assistance (refer to Fees & Charges Bylaw No. 497 as amended, for fee schedules)	
Provide details of other services and facilities requested (e.g. hall rental, Public Works time)	
<p>As we are launching our ArtSpark program in 2019 we will need hall facilities in addition to our Arts and Garden Festival and Christmas Fair. We request the use of the hall for 2 full days and 12 half days. Chairs and tables will be needed as well.</p> <p>Arts & Garden \$25 Arts Spark 2 Full Days \$50 \$400 Christmas Fair \$25 10 1/2 Days. \$300</p>	
Project title and Description	
<p>We will continue the arts and culture series sponsored by Dodd Financial, "Celebrating Arts" which will run from late February through to end of June. We will present our Arts and Garden Festival at the end of May. This is a bi-annual event. We will hold our 6th annual Christmas Fair which is now drawing 20+ artists and artisans and about 200 visitors. We will offer the initial arts programs in our ArtSpark initiative. We are part of the Sea to Sky Arts Council Alliance which works to promote arts and culture along the Sea to Sky corridor. We are will produce a 2020 Lions Bay Arts Calendar with local art and photography. We are looking at producing a Lions Bay Cookbook in 2019.</p>	
Describe your target population (age, gender, disability etc.)	
<p>We are targeting all residents of Lions Bay as well as artists and residents in the Sea to Sky Corridor. We are part of the Sea to Sky Arts Councils Alliance a collaboration of Arts Councils from Pemberton, Whistler, Squamish, Bowen Island. This year we are focusing on children and youth with our new ArtSpark program - Igniting and supporting creativity of our young, aspiring artists. We are also seeking collaboration with Lions Bay School, Gleneagles School and Rockridge School.</p>	
Describe your goals and your success criteria	
<p>Our goals are to involve as many artists and residents of Lions Bay in the continuing development of arts and culture in our community. In addition, we are also working to bring attention to arts and culture in the Sea to Sky Corridor. Our measure of success is our continuing growth of our membership and enthusiastic and growing attendance at our sponsored events. We want to ensure that Lions Bay continues to enjoy arts and culture within our local community and that our artists and artisans are recognized for their creativity and artistry. Involving children and youth in our new ArtSpark program is a goal for 2019 and ongoing.</p>	



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Approximately how many individuals will be served by your project?

We regularly have between 150 to 200 local and visiting people attending our events.

What community need or issue is your project/event responding to?

We are providing opportunities for the enjoyment and education of arts and culture in Lions Bay and associated communities in the Sea to Sky Corridor. We know that it is important for a community to have arts and culture as part of its fiber. We are a non-political organization that offers residents and guests a chance to come together and enjoy each others company while appreciating the work of visual artists, performers and artisans that live in and are connected to Lions Bay. Through our ArtSpark program we hope to provide in-village opportunities for children, youth and their parents to explore the arts through subsidized arts programs.

Describe any partners or sponsors involved in your project/event.

We were fortunate to obtain a corporate sponsorship from Dodd Financial this year of \$2,500 which allowed us to expand our reach in promoting our Arts and Garden Festival in May of this year. Dodd Financial has indicated they are interested in ongoing sponsorship and will be presenting the Dodd Financial - Celebrating the Arts! arts and culture series each year.

C. ACCOUNTABILITY

Describe how you will evaluate the effectiveness of the project/event

We will evaluate the effectiveness of our work through our continuing growth of our membership particularly in connecting with new residents to Lions Bay. We are receiving increasing interest from new residents who wish to become members. Growing attendance at our events, including both artists, performers and artisans as well as residents and guests would indicate that our events are on everyone's calendar and that people look forward to participating and attending. We noted that our Christmas Fair was a particular success this year with many people commenting afterwards about how much they had enjoyed the Christmas atmosphere with local musicians, and a great diversity of artists and artisans. We also had to decline some artisans as we were at capacity. Our Pizza fundraiser was a great success with 60 people attending and enjoying a beautiful afternoon at Lucy and Art Traini's house along with homemade pizza (80 pizzas were consumed) and local musical talent. We also produced a Lions Bay Arts calendar this year and have sold over 300 calendars and raised funds to sponsor our new ArtSpark program as well as our other arts activities throughout the year.



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D. FINANCIAL INFORMATION

- | |
|--|
| <input checked="" type="checkbox"/> Attach your most recent financial statement |
| <input checked="" type="checkbox"/> Provide current fiscal year project budget for your organization |
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| <input checked="" type="checkbox"/> Provide a detailed budget, including financial contributions and applications from sources other than the Village, for the project/event. Indicate the type and value of "in kind" contributions |

TERMS & CONDITIONS

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We certify that to the best of our knowledge the information provided in this municipal grant request is accurate and complete and is endorsed by the organization which we represent. If our organization receives a municipal grant, we agree to the conditions set out below and to any other conditions determined by Council.

(Must be signed by two officers of the organization).

Signed	[Redacted Signature]				
Name	WTE PHILIPS	Title	PRES.	Date	Dec 21/18
Signed	[Redacted Signature]				
Name	WANDA VAN TONDER	Title	TREASURER	Date	Dec 21/18

Lions Bay Arts	Income Statement to November 30, 2018		Reconciliation Village Grant 2018	
Donations	\$	1,780.23		
Guest Sales	\$	2,385.00		
Grants - Village	\$	3,750.00	\$	3,750.00
Grant - Village Storage	\$	1,890.00	\$	1,890.00
Interest	\$	8.58		
Memberships	\$	460.00		
Sponsorships	\$	2,500.00		
Deferred Income	\$	610.00	\$	610.00
Calendar Sales	\$	4,082.00		
Table Sales	\$	630.00		
Total Revenue	\$	18,095.81	\$	6,250.00
Administration/AGM	\$	1,406.49		
Bank Charges	\$	11.70		
Banner Costs	\$	2,371.80	\$	2,371.80
Calendar Costs	\$	2,352.00		
Equipment	\$	257.88		
Event printing & Promotion	\$	1,428.00	\$	1,428.00
Event Materials	\$	2,440.73	\$	560.20
Insurance, Dues	\$	535.00		
Performer Fees	\$	150.00		
Sea to Sky Arts Councils	\$	300.00		
Storage Rental	\$	1,890.00	\$	1,890.00
Web Hosting	\$	199.24		
Total Expense	\$	13,342.84	\$	6,250.00
Net Income	\$	4,752.97	\$	-

Lions Bay Arts

2019 Budget Request

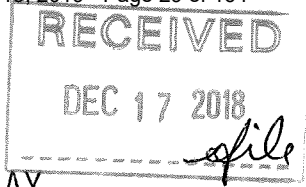
At our AGM this year, we passed a motion that we would become a self-funded organization by the end of 2019. We have been able to organize some fund raising this year and are on our way to this goal.

Our 2019 budget request is in the form of use of Village facilities only. We believe that the Municipal funds which we would have applied for, may therefore be available for other community groups in the Village.

In 2019, we will be launching our ArtSpark program – Igniting and supporting creativity of our young, aspiring artists - and will require periodic use of the hall in order to provide a variety of arts programming for children and youth. Lions Bay Arts will be subsidizing these programs through our fundraising efforts.

We will be working with Lions Bay School to collaborate on arts projects and hope to connect with Gleneagles School and Rockridge as well in order to connect with all ages of children and youth in our Village.

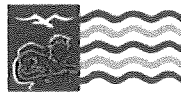
We trust Council will support us in these efforts to bring arts and culture to all residents in our community.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

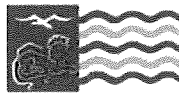
MUNICIPAL GRANT APPLICATION For Specific Projects/Services/Events/Programs
Only applications that are completed legibly and in full will be accepted. The deadline for submitting grant applications is December 21, 2018. Please provide a copy of your organization's financial statements (for the most recent complete year and your most recent financial statement for the current fiscal year).

A. APPLICANT INFORMATION	
Application Date	December 17th 2018
Name of Organization/Group	Lions Bay Trailblazers
Contact Person	John Dudley
Telephone	[REDACTED]
Email	[REDACTED]
BC Society Number	
Date of Registration	
Describe your organization's objectives	
To maintain existing trails within Lions Bay and construct new ones when required for connectivity within our boundaries.	
Number of members	10



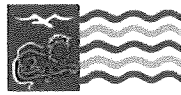
THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

B. PROJECT/SERVICES/EVENTS/PROGRAM INFORMATION	
Amount requested (*see note below)	\$1250.00
*Please include requests of a non-monetary nature such as fee waivers and staff assistance (refer to Fees & Charges Bylaw No. 497 as amended, for fee schedules)	
Provide details of other services and facilities requested (e.g. hall rental, Public Works time)	
As in previous years Public Works has been requested to deliver 5 tables from Broughton Hall to 380 Oceanview Road on Friday December 14th for the annual "Erin Moore Commemorative Wals" on December 15th and then picked up after the event.	
Project title and Description	
Describe your target population (age, gender, disability etc.)	
The trails are used by people of all ages.	
Describe your goals and your success criteria	
Our goals are to maintain and construct trails that are safe and accessible for all residents and guests of the village. To give residents an opportunity to get regular regular exercise within our boundaries.	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Approximately how many individuals will be served by your project?
This serves the whole community which has a population of approximately 1400
What community need or issue is your project/event responding to?
An opportunity for people to walk within the village without having to use the roads as much as possible
Describe any partners or sponsors involved in your project/event.
C. ACCOUNTABILITY
Describe how you will evaluate the effectiveness of the project/event
<p>Since construction of our trail system started 18 years ago usage has continued to increase each year, The village website now shows a map of our trail system and a map has been installed at the southern end of the Centennial Trail.</p> <p>Several Vancouver hiking websites are now giving descriptions of our trails.</p> <p>186 people are now on the mailing list for our regular organized hikes.</p> <p>The comments being shown on social media indicate that our trails have become a popular draw for people throughout the lower mainland</p>



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

D. FINANCIAL INFORMATION
<input type="checkbox"/> Attach your most recent financial statement
<input type="checkbox"/> Provide current fiscal year project budget for your organization
<input type="checkbox"/> If your group received a municipal grant in 2018, provide a breakdown of how the money was spent
<input type="checkbox"/> Provide a detailed budget, including financial contributions and applications from sources other than the Village, for the project/event. Indicate the type and value of "in kind" contributions

TERMS & CONDITIONS

In the event that the funds are not used or the project/event, as described in the application, is not completed or there are misrepresentations in the application, the full amount of the financial assistance may be payable forthwith to the municipality.

1. If there are any changes in the funding of the project/event from that contemplated in the application, the municipality will be notified of such changes immediately.
2. The applicant will make, or continue to make attempts to secure funding from other sources indicated in its application.
3. The applicant will keep proper records and accounts of all receipts and expenditures relating to the project/event.
4. If the project/event is not commenced, not completed, or if the project/event is completed without requiring the full use of the grant funds and there remain municipal funds on hand, or if Council directs that the funds be returned; all unused funds will be returned without delay.
5. Unless there is prior written approval from the Village of Lions Bay, the project/event may not be represented as a municipal project, and the applicant does not have the authority to hold itself as an agency of the municipality in any way. The only relationship being that the municipality has approved and granted financial assistance to the applicant.



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We certify that to the best of our knowledge the information provided in this municipal grant request is accurate and complete and is endorsed by the organization which we represent. If our organization receives a municipal grant, we agree to the conditions set out below and to any other conditions determined by Council.

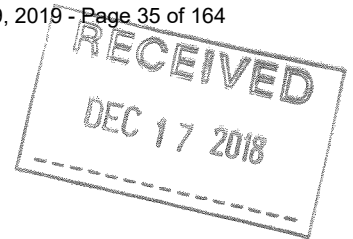
(Must be signed by two officers of the organization).

Signed					
Name	JOHN H. DOOLEY	Title	TRAIL BLAZERS CO-ORDINATOR.	Date	17/12/18
Signed					
Name	DAVID HALLIDAY	Title	TRAIL BLAZERS VOLUNTEER.	Date	17/12/18

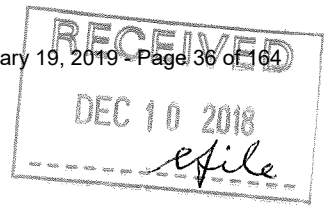
TRAIL BLAZERS BUDGET 2019

Chain Saw sharpening plus tune up	\$150.00
Gas and chain oil	\$150.00
Wire mesh, staples for board walks & bridges	\$100.00
Pressure treated wood for replacement boards plus hardware	\$500.00
Stain for tables and benches	\$100.00
Erin Moore Commemorative Walk expenses.	\$250.00
Total	\$1250.00

TRAIL BLAZERS EXPENSES 2018



March 19 th - Costco - 16" Poulan chainsaw -	207.19
March 22 nd - Arrow Equipment - 2 flexible rakes	69.33
April 4 th - Rona - 2 pgs. green waste bags -	15.66
April 4 th - Arrow Equipment - chain saw case -	44.75
April 4 th - Rona - 2 bags ready mix cement for information board	18.88
April 4 th - Rona - wood trim for information board.	16.03
May 28 th - Lions Bay Cafe- coffee for volunteers spreading wood chips	40.06
May 31 st - Rona - pegs for trail steps.	8.75
July 13 th - Chevron - Gas for equipment	8.73
July 15 th - Ken More - Materials for Reflection Point sign plus misc. parts for wooden step repairs on Centennial Trail.	478.29
Nov 1 st - Lions Bay Research - Sharpen 4 chains	40.00
Nov 8 th - Simpson Hardware - 3 inch screws for boardwalk repairs	17.92
Nov 15 th - Arrow Equipment - overhaul chainsaw	65.41
Nov 17 th - Rona - lumber for replacement steps on boardwalks	50.11
Nov 30 th - Chevron - Gas for saws & equipment used on trails	50.00
Dec 11 th - London Drugs - Paper cups & plates -Erin Moore Walk	65.93
Dec 11 th - Walmart - Sour cream,cheese,butter - Erin Moore Walk	63.61
Dec 11 th - City Market - 2 ctns. Hot chocolate	19.98
Dec 15 th - Safeway - 150 buns for Erin Moore Walk	52.50
Total	\$1343.19
March 15 th 2018 Balance in account	80.66
March 15 th 2018 Trail Blazers Grant from Village of Lions Bay	\$1250.00
Total	\$1330.66
Deficit December 15 th 2018	- \$12.53



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

MUNICIPAL GRANT APPLICATION For Specific Projects/Services/Events/Programs
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A. APPLICANT INFORMATION	
Application Date	December 2018
Name of Organization/Group	Lions Bay Historical Society
Contact Person	Tony Cox
Telephone	[REDACTED]
Email	[REDACTED]
BC Society Number	S-33635
Date of Registration	May 17 1995
Describe your organization's objectives	
To stimulate public interest in history in general and in Lions Bay history in particular. To encourage historical research and publication. To gather and preserve information, records and objects of educational, historical and cultural value associated with this area.	
Number of members	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

B. PROJECT/SERVICES/EVENTS/PROGRAM INFORMATION	
Amount requested (*see note below)	Year 2019 \$ 952
*Please include requests of a non-monetary nature such as fee waivers and staff assistance (refer to Fees & Charges Bylaw No. 497 as amended, for fee schedules)	
Provide details of other services and facilities requested (e.g. hall rental, Public Works time)	
Meetings in the old library room	\$20 x 12 mtg = \$240
Project title and Description	
Grant for 50 year anniversary Coffee Table Book celebration.	
Describe your target population (age, gender, disability etc.)	
All ages.	
Describe your goals and your success criteria	
<p>We intend to purchase a bench/table for the south end of Broughton Hall from LBHS funds.</p> <p>Continue our current work by meetings and work sessions.</p> <p>To stimulate public interest in Lions Bay history by contributing weekly to the Village Update.</p>	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Approximately how many individuals will be served by your project?

What community need or issue is your project/event responding to?

To increase everyones knowledge of Lions Bay history.

Describe any partners or sponsors involved in your project/event.

C. ACCOUNTABILITY

Describe how you will evaluate the effectiveness of the project/event

By LBHS members receiving Emails of interest about particular historic articles.

By tracking in particular the number people reading historic articles in the Village Update and links to the Website.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

D. FINANCIAL INFORMATION
<input type="checkbox"/> Attach your most recent financial statement
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<input type="checkbox"/> If your group received a municipal grant in 2018, provide a breakdown of how the money was spent
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(Must be signed by two officers of the organization).

Signed	[Redacted]				
Name	TONY COX	Title	CHAIR	Date	DEC 8 2018
Signed	[Redacted]				
Name	TRUDI LUGTAY	Title	Member	Date	Dec. 8. 2018

L.B.H.S. FINANCIAL STATEMENT FOR 2018

	EXPENSES	INCOME
L.B.H.S. Registration	40.00	
Archival Dues	120.00	
Go Daddy Website	143.88	
Website Manager	100.00	
Croquet Trophy	16.80	
Bank Charges	25.00	
Opus Supplies	33.72	
L.B.H.S. cards	33.58	
Susan Foreshaw (Quilt)	259.84	
Book sales		100.00
Donation Isabel Chester		50.00
Village Grant		608.00
Expenses for 2018	<u>\$772.82</u>	income
		\$ <u>758.00</u>

L.B.H.S. GRANT PROPOSAL FOR 2019

L.B.H.S Registration	40.00
Archival Dues	120.00
Website	200.00
Website Manager	100.00
Croquet Trophy	16.90
Bank Charges	25.00
Table/ Bench Donation	450.00
Total Expenses for 2019	<u>\$951.90</u>

The dollar value of LBHS donations will be achieved from the LBHS account and any future book sales.

As costs of the Coffee Table Book for 2021 are unknown Grant Money may be requested in 2020.

The 50 year anniversary takes place on January 2 2021

Requests for Grant Money for this project may take place in 2020 although additional money may also come from donations.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

MUNICIPAL GRANT APPLICATION For Specific Projects/Services/Events/Programs
Only applications that are completed legibly and in full will be accepted.
The deadline for submitting grant applications is December 21, 2018.
Please provide a copy of your organization's financial statements (for the most recent complete year and your most recent financial statement for the current fiscal year).

A. APPLICANT INFORMATION	
Application Date	DECEMBER 18, 2018
Name of Organization/Group	LIONS BAY COMMUNITY GARDEN
Contact Person	TINA SCHNEIDER
Telephone	[REDACTED]
Email	[REDACTED]
BC Society Number	—
Date of Registration	—
Describe your organization's objectives	
OUR VISION IS TO PROMOTE FOOD SUSTAINABILITY BY ALLOWING OUR RESIDENTS TO HAVE ACCESS TO COMMUNITY GARDEN PLOTS THE GARDEN SHOULD ENHANCE OUR COMMUNITY SPIRIT, INCREASE KNOWLEDGE AND AWARENESS OF FOODS THAT CAN BE GROWN LOCALLY AND PROMOTE FOOD SECURITY THE COMMUNITY GARDEN GIVES RESIDENTS A PLATFORM IN WHICH IT ENCOURAGES SOME RESIDENTS TO TRY TO GROW FOOD HERE OR AT HOME TOO.	
Number of members	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

B. PROJECT/SERVICES/EVENTS/PROGRAM INFORMATION

Amount requested
(*see note below) \$ 250.00

*Please include requests of a non-monetary nature such as fee waivers and staff assistance (refer to Fees & Charges Bylaw No. 497 as amended, for fee schedules)

Provide details of other services and facilities requested (e.g. hall rental, Public Works time)

DELIVERY OF WOOD CHIPS, IF AVAILABLE FROM THE VILLAGE
SEE ATTACHED PROPOSED BUDGET FOR 2019

Project title and Description

LIONS BAY COMMUNITY GARDEN & FOOD SECURITY
WE PROVIDE ACCESS TO COMMUNITY GARDEN PLOTS
WHERE RESIDENT CAN MEET & SHARE INFORMATION

Describe your target population (age, gender, disability etc.)

OUR GARDENERS ~~ARE~~ HAVE A LARGE AGE RANGE
THE GARDEN IS VISITED BY ALL ^{AGE GROUPS} ~~AGES~~ AND PARTICULARLY
ENJOYED BY YOUNG CHILDREN VISITING WITH THEIR PARENTS
IT IS LOCATED IN A HIGH FOOT TRAFFIC AREA & THEREFOR
IT GETS A LOT OF EXPOSURE

Describe your goals and your success criteria

WITH THE COMMUNITY GARDEN WE HOPE TO INSPIRE
RESIDENTS TO START THEIR OWN FOOD GARDEN, WHETHER
AT HOME OR JOIN OTHER RESIDENT WITH SAME
INTEREST AT THE COMMUNITY GARDEN.
IT IS VIEWED AS A FRIENDLY AMBASSADOR TO OUR COMMUNITY
AND RESIDENT TAKE UP PLOTS IN THE GARDEN

SUCCESS



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Approximately how many individuals will be served by your project?
IT CAN SERVE UP TO 17 PLOTS (MEMBERS) BUT FEW PLOTS NEED TO BE REQUIRED TO BE INSURE AGAIN
What community need or issue is your project/event responding to?
<ul style="list-style-type: none"> - THE GARDEN PROVIDES ACCESS TO RESIDENTS WHO WANT A GARDEN PLOT AND ARE UNABLE TO GROW FOOD AT HOME OR WISH TO BE IN A COMMUNITY SETTING - A PLACE TO MEET NEW NEIGHBORS AND MAKE NEW FRIENDS WITH SIMILAR INTERESTS
Describe any partners or sponsors involved in your project/event.
—
C. ACCOUNTABILITY
Describe how you will evaluate the effectiveness of the project/event
<ul style="list-style-type: none"> - WHEN RESIDENTS ARE STARTING THEIR OWN GARDENS AT HOME - AS LONG AS THERE ARE COMMUNITY GARDENERS, PEOPLE WHO ARE INTERESTED IN A PLOT, AND ONES THAT MOVE ON TO THEIR OWN PLOTS AT HOME - WE HAVE SUCCEEDED



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

D. FINANCIAL INFORMATION	
<input checked="" type="checkbox"/>	Attach your most recent financial statement
<input checked="" type="checkbox"/>	Provide current fiscal year project budget for your organization
<input checked="" type="checkbox"/>	If your group received a municipal grant in 2018, provide a breakdown of how the money was spent
<input type="checkbox"/>	Provide a detailed budget, including financial contributions and applications from sources other than the Village, for the project/event. Indicate the type and value of "in kind" contributions

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(Must be signed by two officers of the organization).

Signed	[Redacted Signature]				
Name	Tina (KRISTINA) SCHNEIDER	Title	COMMUNITY GARDEN DIRECTOR	Date	Dec 18, 2018
Signed	[Redacted Signature]				
Name	Utan Schneider	Title	Community Gardens Officer	Date	December 18, 2018

Lions Bay Community Garden

Proposed Budget for 2019

Revenue

Garden Fees to be collected from 13 plots(as per 2018 Gardeners)- Occupied	\$325.00
Garden Fees to be forward from 6 available plots - once taken	\$100.00

VoLB Municipal Grant Appliation for 2019	\$250.00
--	----------

Projected Total Income for 2019	\$675.00
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Expenses

Village of LB Garden Fees forwarded to Village	\$325.00
Garden Fees from 4 unrenewed plots - to be forwarded once taken	\$100.00

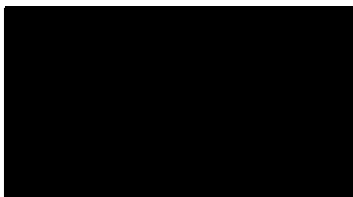
We need:

	<u>Budgeted for</u>
Replacement Wood for Plot Frames	100.00
Nail, Number Labels Etc to Repair Plots	40.00
Extra Tools for Garden	50.00
Signage, Advertising & Educational Material	10.00
Cordage of Wood Chips	50.00

Amount applied for VoLB 2019 Municipal Grant	250.00	250.00
---	---------------	--------

Projected Total Expenses for 2019	\$675.00
--	-----------------

Prepared by
Tina (Kerstin) Schneider



Lions Bay Community Garden Financial Report - 2018

- As of December 18, 2018

Assets

Cash - Reserve Fund for Original Purchase of Shed (Funds were raised in a BBQ Fundraiser and Pizza/Art Fundraiser 2012)	\$441.25
---	----------

\$441.25

Liabilities

0.00

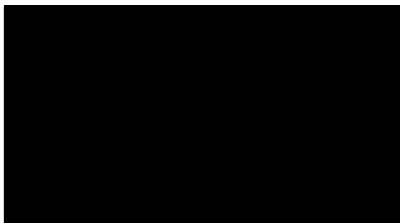
Revenue

Garden Fees Collected from 13 plots - @ \$25 each	\$325.00
2018 Community Garden Grant - VOLB	\$250.00
Total Income	<u>\$575.00</u>

Expenses

Village of LB Garden Fees - Forwarded to Village	\$325.00
2018 Community Garden Grant Purchases	\$5.60
Unused Portion of 2018 Grant that Remained with VOLB	\$244.40
Total Expense	<u>\$575.00</u>

Prepared by
Tina (Kerstin) Schneider



Lions Bay Community Garden

December 18, 2018.

Breakdown of 2018 Community Garden Purchases

COPY

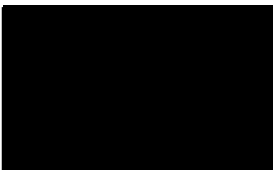
Original Community Garden Grant

\$250.00

<u>Purchases</u>			<u>Base \$</u>	<u>GST</u>	<u>PST</u>	<u>Total</u>
Walmart	11/30/2018	Lawn Bags	5.00	0.25	0.35	5.60
Total purchase up to December 18, 2018						\$5.60

Prepared By:
Tina (Kerstin) Schneider

UNUSED PORTION OF GRANT	\$244.40
2018 VoLB Original Grant Amount	\$250.00



**THE AMOUNT OF \$5.60 WAS DEDUCTED FROM
PAYMENT OF LATE FEES
FROM THE LIONS BAY COMMUNITY GARDEN PLOTS
on CHQ#436 for \$119.40 of Kerstin Schneider**

Community Garden

 ENTER FOR A CHANCE TO WIN 1 OF 3
 \$1000 CDN WAL-MART GIFT CARDS
 To enter, please complete a survey
 about today's store visit at:
<http://survey.walmart.ca>

WE WANT TO KNOW HOW
 WE'RE DOING!

No purchase necessary. Math skill
 testing question required. Open to
 Canadian residents of the age of
 majority. Survey must be taken
 within 2 weeks of today. Odds of
 winning depend on the number of
 eligible entries received. Full
 rules available in store at
 the customer service desk
 and online at
<http://survey.walmart.ca>

Please retain this receipt for the
 purposes of completing
 the online survey
 Your STORE CODE is: 3057
 Your opinion counts
 (Le sondage est également offert
 en français).

HOW DID WE DO TODAY?

Complete our short customer survey
 at SURVEY.WALMART.CA for a
monthly chance to
WIN \$1000

Rules and regulations apply. See contest rules for details.



WE SELL
 FOR LESS
 CAPILANO MALL #3057
 NORTH VANCOUVER, BRITISH COLUMBIA
 ST# 03057 OP# 003827 TE# 16 TR# 02934
 LAWN BAGS 062891654693 \$5.00 E
 SUBTOTAL \$5.00
 GST 5% \$0.25
 PST 7% \$0.35
 TOTAL → \$5.60 ←
 CASH TEND \$10.60
 CHANGE DUE \$5.00
 GST/HST 137466199 RT 0001
 QST 1016551356 TQ 0001

ITEMS SOLD 1

TC# 0080 6227 2465 9813 3218



New Thursday Flyer start date
 Circulaire maintenant en vigueur Jeudi
 11/30/18 20:03:01



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

MUNICIPAL GRANT APPLICATION For Specific Projects/Services/Events/Programs
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A. APPLICANT INFORMATION	
Application Date	DECEMBER 19, 2018
Name of Organization/Group	LIONS BAY CAROLINA TEAM
Contact Person	TINA SCHWEIDER
Telephone	[REDACTED]
Email	[REDACTED]
BC Society Number	-
Date of Registration	-
Describe your organization's objectives	
TO CREATE A MEMERABLE EVENT WHERE RESIDENTS AND FAMILIES CAN COME TOGETHER AND SING CHRISTMAS CAROLS	
Number of members	3-4 VOLUNTEERS - FOR SETUP/HOST EVENT



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

B. PROJECT/SERVICES/EVENTS/PROGRAM INFORMATION	
Amount requested (*see note below)	\$130 ⁰⁰ + IN KIND USE OF HALL & ASSOCIATED FEES
*Please include requests of a non-monetary nature such as fee waivers and staff assistance (refer to Fees & Charges Bylaw No. 497 as amended, for fee schedules)	
Provide details of other services and facilities requested (e.g. hall rental, Public Works time)	
BROUGHTON HALL - ON SUNDAY DECEMBER 15, 2019 PLEASE SEE ATTACHED FOR IN KIND FEES	
Project title and Description	
"A MAGICAL CHRISTMAS" FOR 2019 WE PROVIDE A FESTIVE ATMOSPHERE WITH MUSIC, CAROLING SHEETS AND FOOD, SO RESIDENTS/FAMILIES CAN COME TOGETHER AND SHARE A TRADITIONAL LIONS BAY CHRISTMAS EVENT	
Describe your target population (age, gender, disability etc.)	
IT IS OPEN TO ALL RESIDENTS, WHETHER YOUNG OR OLD, FAMILIES OR INDIVIDUALS WE TRY TO USE A VARIETY OF DIFFERENT VENUES IN OUR COMMUNITY. ACCESS FOR PEOPLE WITH DISABILITIES DEPENDS ON WHERE THE EVENT IS HELD - WADE PARK, THE HALL (EASY ACCESS)	
Describe your goals and your success criteria	
TO CREATE A MEMORABLE EVENT WHERE FAMILIES CAN SHARE A FESTIVE TIME TOGETHER	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Approximately how many individuals will be served by your project?

ANYWHERE FROM 30 - 80 PEOPLE - DEPENDS ON HOW MANY OTHER EVENTS ARE HOSTED ON SAME WEEKEND, OR WEATHER

What community need or issue is your project/event responding to? (PEOPLE PREFER OUTSIDE)

PROVIDING AN EVENT FOR PEOPLE TO GET TOGETHER AND SING CHRISTMAS CAROLS
WE BRING A FESTIVE SPIRIT TO THE COMMUNITY

Describe any partners or sponsors involved in your project/event.

- NOT USUALLY - PLEASE SEE ATTACHED

C. ACCOUNTABILITY

Describe how you will evaluate the effectiveness of the project/event

2018 - CHRISTMAS CAROLING EVENT WAS IN THE HALL IT WAS VERY SUCCESSFUL
THERE WAS BETWEEN 47 - 55 IN ATTENDANCE WITH APPROX MIN. 19+ CHILDREN
WHEN YOU SEE SMILING, LAUGHTER (CHILDREN SINGING ALONG & NOT ON THEIR I-PHONES) EVERYONE PARTICIPATING - WE KNOW WE ARE DOING SOMETHING GOOD - AND GIVING JOY TO PEOPLES LIVES

- CHRISTMAS CAROLING IN AN ANNUAL EVENT AND HAS BEEN IN EXISTANCE FOR MANY DECADES - IN DIFFERENT FORMS

- WE HAVE OUR OWN PRINTED BOOKS, RE-USABLE PVC ROAD SIGNS



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

D. FINANCIAL INFORMATION	
<input type="checkbox"/>	Attach your most recent financial statement
<input type="checkbox"/>	Provide current fiscal year project budget for your organization
<input checked="" type="checkbox"/>	If your group received a municipal grant in 2018, provide a breakdown of how the money was spent
<input type="checkbox"/>	Provide a detailed budget, including financial contributions and applications from sources other than the Village, for the project/event. Indicate the type and value of "in kind" contributions

TERMS & CONDITIONS

In the event that the funds are not used or the project/event, as described in the application, is not completed or there are misrepresentations in the application, the full amount of the financial assistance may be payable forthwith to the municipality.

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3. The applicant will keep proper records and accounts of all receipts and expenditures relating to the project/event.
4. If the project/event is not commenced, not completed, or if the project/event is completed without requiring the full use of the grant funds and there remain municipal funds on hand, or if Council directs that the funds be returned; all unused funds will be returned without delay.
5. Unless there is prior written approval from the Village of Lions Bay, the project/event may not be represented as a municipal project, and the applicant does not have the authority to hold itself as an agency of the municipality in any way. The only relationship being that the municipality has approved and granted financial assistance to the applicant.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

We certify that to the best of our knowledge the information provided in this municipal grant request is accurate and complete and is endorsed by the organization which we represent. If our organization receives a municipal grant, we agree to the conditions set out below and to any other conditions determined by Council.

(Must be signed by two officers of the organization).

Signed	[Redacted Signature]				
Name	TINA SCHNEIDER	Title	EVENT ORGANIZER	Date	Dec 19/18
Signed	[Redacted Signature]				
Name	Jan Schneider	Title	EVENT ORGANIZER	Date	Dec 20/2018

Lions Bay Christmas Caroling Team

December 19, 2018.

Lions Bay Caroling Team – Presents “A Magical Christmas” 2018

LIONS BAY CHRISTMAS CAROLING EVENT

HELD DECEMBER 16th @ Broughton Hall

(Reflection Point - Originally Intended).

Original 2018 Christmas Caroling Grant		\$130.00
Projected Expenses	Printing Advertising Posters	\$10.00
Food	Drinks & Snacks to be served during The caroling	\$120.00

Breakdown of 2018 Lions Bay Christmas Caroling Purchases

<u>Expenses</u>	<u>Base \$</u>	<u>GST</u>	<u>PST</u>	<u>Total</u>	
<i>Advertising Expenses</i>					
Staples Prepaid Printing Card 12/09/2018 for Poster Advertising	4.04	0.20	0.28	\$4.52	4.52
<i>Food Expenses</i>					
Save-on-Foods 12/15/18 Assortd. Cakes Tray	29.99	1.50	0.00	31.49	31.49
<i>Insurance Expense</i>					
MIABC Facility Users Portal 12/14/18 Hall Usage Insurance	16.80	0.00	0.00	16.80	16.80
				<u>52.81</u>	52.81

Prepared by:	Total purchase up to December 19, 2018.	<u><u>\$52.81</u></u>
Prepared by:	UNUSED PORTION OF GRANT	<u><u>\$77.19</u></u>
Tina Schneider	2018 VoLB Original Grant Amount	<u><u>\$130.00</u></u>

Lions Bay Caroling Team – Presents “A Magical Christmas” for 2019

Projected Budget for 2019.

We try to do different locations - outside - in different parks found in the Village or inside the Hall depending on the weather. We want residents to see Lions Bay has a lot to offer.

Because of the unpredictable weather at this time of the year and we use our own personal valuable equipment and have newly printed carolling books, it is difficult to have a Christmas Caroling event held always outside and possibly require the use of the Hall.

Decorations, songbooks and equipment will be continued to be provided by our volunteers.

Christmas Caroling Grant Requested		\$130.00
Projected Expenses		
Budget Advertising –Printing Advertising Posters		\$ 10.00
Food	Drinks & Snacks to be served during The caroling	\$100.00
Insurance	Hall, Wade Park, Kelvin Grove Beach Park etc.	<u>\$ 20.00</u>
		\$130.00

In Kind – We ask the Council, if we may use the Hall on **Sunday, December 15, 2019** to facilitate our event and have all the fees that are associated with holding our Christmas Caroling event in the Community Hall waived.

Our General Time Schedule would be:

- Set up 1:00-3:00pm
- Event - 4:00 - 5:30pm
- Clean up 5:30 to 7:00pm



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

MUNICIPAL GRANT APPLICATION For Specific Projects/Services/Events/Programs
Only applications that are completed legibly and in full will be accepted. The deadline for submitting grant applications is December 21, 2018. Please provide a copy of your organization's financial statements (for the most recent complete year and your most recent financial statement for the current fiscal year).

A. APPLICANT INFORMATION	
Application Date	December 16, 2018
Name of Organization/Group	The Lions Bay Community Scholarship Foundation
Contact Person	Louis K Peterson
Telephone	[REDACTED]
Email	[REDACTED]
BC Society Number	CRA number 859488967 RR0001 (Designation: Charitable Organization)
Date of Registration	2007-07-01
Describe your organization's objectives	
To encourage learning among Lions Bay students. To provide recognition of academic achievement and community service by students graduating from secondary education. To provide scholarships and awards to Lions Bay students for the purpose of attending a post-secondary institution. To provide financial assistance to selected students to pursue post-secondary education.	
Number of members	8 Board members



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

B. PROJECT/SERVICES/EVENTS/PROGRAM INFORMATION	
Amount requested (*see note below)	Waiver of fees for use of Community facilities
*Please include requests of a non-monetary nature such as fee waivers and staff assistance (refer to Fees & Charges Bylaw No. 497 as amended, for fee schedules)	
Provide details of other services and facilities requested (e.g. hall rental, Public Works time)	
The facilities requested are : (a) the use of the small Community Common Room for Planning meetings (4-6 sessions); (b) the use of the Hall for the Annual Grade 12 Student Reception (a public event); (c) the use of the Hall for public "15th Anniversary Celebration Events" (2 occasions).	
Project title and Description	
LBCSF Community Outreach The LBCSF aims to provide recognition of the many different aspirations and achievements of Lions Bay students during their creative student years. The main focus occurs at the time of completion of Grade 12, complemented with encouragement to pursue tertiary education as well as life-long learning.	
Describe your target population (age, gender, disability etc.)	
The student population.	
Describe your goals and your success criteria	
In its fifteen years since inception, the LBCSF has provided 47 awards to Lions Bay Grade 12 students who have gone on to many walks of life, locally, nationally and internationally. Their success and the roles that they have chosen are due to many factors, some of which may be partly due to LBCSF encouragement and recognition (as described anecdotally). Additionally, the public support of the fundraising efforts of the LBCSF and its philosophy of promoting the values of education is akin to a tangible recognition of a valuable public role of the LBCSF by both the public and the school system.	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Approximately how many individuals will be served by your project?
A variable Lions Bay school population.
What community need or issue is your project/event responding to?
Communities in general have many "needs", often competing for attention and resources. All causes may have their time and place, and the value of education, too, is a voice that should be heard.
Describe any partners or sponsors involved in your project/event.
C. ACCOUNTABILITY
Describe how you will evaluate the effectiveness of the project/event
See comments and observations made above.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

D. FINANCIAL INFORMATION
<input type="checkbox"/> Attach your most recent financial statement
<input type="checkbox"/> Provide current fiscal year project budget for your organization
<input type="checkbox"/> If your group received a municipal grant in 2018, provide a breakdown of how the money was spent
<input type="checkbox"/> Provide a detailed budget, including financial contributions and applications from sources other than the Village, for the project/event. Indicate the type and value of "in kind" contributions

TERMS & CONDITIONS

In the event that the funds are not used or the project/event, as described in the application, is not completed or there are misrepresentations in the application, the full amount of the financial assistance may be payable forthwith to the municipality.

1. If there are any changes in the funding of the project/event from that contemplated in the application, the municipality will be notified of such changes immediately.
2. The applicant will make, or continue to make attempts to secure funding from other sources indicated in its application.
3. The applicant will keep proper records and accounts of all receipts and expenditures relating to the project/event.
4. If the project/event is not commenced, not completed, or if the project/event is completed without requiring the full use of the grant funds and there remain municipal funds on hand, or if Council directs that the funds be returned; all unused funds will be returned without delay.
5. Unless there is prior written approval from the Village of Lions Bay, the project/event may not be represented as a municipal project, and the applicant does not have the authority to hold itself as an agency of the municipality in any way. The only relationship being that the municipality has approved and granted financial assistance to the applicant.

Lions Bay Community Scholarship Foundation (LBCSF)

Financial Statement - July 1, 2017 to June 30, 2018

The LBCSF holds two money accounts: (i) an invested account under a Deed of Trust with Vancity Community Foundation (VCF), a registered Charitable Corporation, BN #892028242RR0001; and (ii) an on-line bank account with Vancity Credit Union at Branch 21.

The VCF provides two Statements of Fund Activity per year, and one annual disbursement, based on 4.0% of year-end (December 31) Fund Value, payable to LBCSF. The fund value as shown on the Statement for June 30, 2018 was \$71,209.32.

The consolidated Branch 21 Vancity account shows a total balance of \$7,890.39 as of today's date, December 11, 2018.

Revenue

1 Vancity Foundation (VCF) Disbursement Grant	\$2,694.00
2 Fund Raising (no tax receipts issued)	\$1,773.35
3 Lions Bay Municipal Community Grant	\$ 900.00
4 Interest Received	\$ 1.27
Total Revenue	\$5,368.62

Expenditures

Scholarships awarded	\$1,500.00
Ceremony Expenses	\$ 203.65
Total Expenditures	\$1,703.65

Excess Revenues over Expenditures

\$3,664.97

Lions Bay Community Scholarship Foundation

Statement of Financial Position

As at June 30, 2018

ASSETS

Cash	\$4,372.20
Disbursement Receivable	\$2,780.00
Total Assets	\$7,152.20

LIABILITIES

Scholarships payable	\$2,700.00
Unrestricted reserve	\$4,452.20
Total Liabilities	\$7,152.20

Lions Bay Community Scholarship Foundation Fund (6078) Established: 25/07/05
--

Statement of Fund Activity

Jan 1 to June 30, 2018

FINANCIAL ACTIVITY	
Opening Fund Value – Jan 1, 2018	\$69,502.10
Add: Donations Received	\$0.00
Add: Net Investment Earnings	\$2,055.42
Less: Grants Disbursed	\$0.00
Less: 1% Expense Allocation	\$348.20
Closing Fund Value – June 30, 2018	\$71,209.32

2018 GRANT BUDGET

Budgeted Disbursements for 2018
 (4% of 2017 Closing Fund Value)

\$2,780.00

GRANTS DISBURSED Jan 1 to June 30, 2018

Grantee	Date	Amount
Total		\$0.00

For more information contact:
 Terran Bell, Donor Services Advisor
 T: 604.877.6584 E: terran_bell@vancity.com



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

We certify that to the best of our knowledge the information provided in this municipal grant request is accurate and complete and is endorsed by the organization which we represent. If our organization receives a municipal grant, we agree to the conditions set out below and to any other conditions determined by Council.

(Must be signed by two officers of the organization).

Signed	[Redacted Signature]				
Name	LOUIS K. PETERSON	Title	CHAIR	Date	DEC 11 2018
Signed	[Redacted Signature]				
Name	KIM MALLEN	Title	TREASURER	Date	DEC 11 2018



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

<p>MUNICIPAL GRANT APPLICATION For Specific Projects/Services/Events/Programs</p>
<p>Only applications that are completed legibly and in full will be accepted.</p> <p>The deadline for submitting grant applications is December 21, 2018.</p> <p>Please provide a copy of your organization's financial statements (for the most recent complete year and your most recent financial statement for the current fiscal year).</p>

A. APPLICANT INFORMATION	
Application Date	December 20, 2018
Name of Organization/Group	Howe Sound Biosphere Region Initiative Society
Contact Person	Ruth Simons
Telephone	[REDACTED]
Email	[REDACTED]
BC Society Number	S0067740
Date of Registration	July 5, 2017
Describe your organization's objectives	
<p>As a resident of Lions Bay and lead of this initiative, I am hoping to read by example starting in Lions Bay. The goal is for events to be held on March 21st, the UN International Day for the Elimination of Racial Discrimination 2019 in communities around Howe Sound.</p> <p>SOCIETY'S PURPOSES To achieve a designation of Howe Sound as a United Nations Educational, Scientific and Cultural Organization's ("UNESCO") Biosphere Region; and to engage all stakeholders in achieving the objectives of the UNESCO vision for Biosphere Reserves as a model for sustainable development, biodiversity conservation and reconciliation.</p> <p>We are seeking support in the way of a grant in lieu of costs to host an event on March 21st.</p>	
Number of members	5 board members, 10 Working Group members



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

B. PROJECT/SERVICES/EVENTS/PROGRAM INFORMATION	
Amount requested (*see note below)	Waiver of hall, equipment, setup and liability insurance fees
*Please include requests of a non-monetary nature such as fee waivers and staff assistance (refer to Fees & Charges Bylaw No. 497 as amended, for fee schedules)	
Provide details of other services and facilities requested (e.g. hall rental, Public Works time)	
Village Hall rental and public works time to set up and take down few tables, chairs, stage. / sound system \$25 ^{hall} rental \$100 stage setup / down PW time charge / tent \$75 \$100 stage incl. tables (4) \$50 sound system incl. chairs (50) \$350	
Project title and Description	
An event that will feature story telling and dialogue. Featured speakers will be Squamish Nation, Syrian refugees and new residents from afar. March 21, 2019 on the International Day for the Elimination of Racial Discrimination 2019 Community gathering and dialogue on "belonging". Highlighting the Village's commitment against discrimination and racism.	
Describe your target population (age, gender, disability etc.)	
All residents in the Village and neighboring communities, this includes all ages and genders.. Looking to breakdown stereotyping of First Nations and Asian (Chinese).	
Describe your goals and your success criteria	
The Village signed onto the UN's Coalition of Canadian Municipalities Against Racism and Discrimination in 2007. This event is to raise awareness of the UN's objectives, the objectives of the Howe Sound Biosphere Region Initiative the Village supports and to support reconciliation. The goal will be to build relationships between residents and Squamish Nation members and highlight/showcase multi-culturalism. Create a dialogue on "belonging" and celebrate "it Takes a Village" Syrian Refuge Effort.	
The Success will be the ensuring dialogue and participation of Squamish Nation members and attendance and feedback from residents.	

March 21.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Approximately how many individuals will be served by your project?
Everyone that attends
What community need or issue is your project/event responding to?
International Day for the Elimination of Racial Discrimination 2019 - March 21, 2019 The Village's commitment to the UN Coalition of Canadian Municipalities against Racism and Discrimination Reconciliation
Describe any partners or sponsors involved in your project/event.
Squamish Nation West Vancouver Foundation It Takes a Village group Applying for Multi-Cultural grant from Province.
C. ACCOUNTABILITY
Describe how you will evaluate the effectiveness of the project/event
Feedback from participants and stories of what was learned and relationships started and anecdotal info on breakdown of stereotyping Desire to hold another event Feedback from Canadian Commission for UNESCO Write up about the event in the media



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

D. FINANCIAL INFORMATION
<input checked="" type="checkbox"/> Attach your most recent financial statement
<input checked="" type="checkbox"/> Provide current fiscal year project budget for your organization /
<input type="checkbox"/> If your group received a municipal grant in 2018, provide a breakdown of how the money was spent
<input checked="" type="checkbox"/> Provide a detailed budget, including financial contributions and applications from sources other than the Village, for the project/event. Indicate the type and value of "in kind" contributions

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

We certify that to the best of our knowledge the information provided in this municipal grant request is accurate and complete and is endorsed by the organization which we represent. If our organization receives a municipal grant, we agree to the conditions set out below and to any other conditions determined by Council.

(Must be signed by two officers of the organization).

Signed	[Redacted Signature]				
Name	Ruth Simons	Title	President	Date	Dec 20, 2018
Signed	[Redacted Signature]				
Name	JENN MEUNIER	Title	BOARD DIRECTOR	Date	Dec 20, 2018.

Howe Sound Biosphere Region Initiative Society

Income Statement July 1, 2017 - June 30, 2018

REVENUE

Income	<u>600.29</u>
Total Income	600.29

EXPENSES

Advertising	8,708.29
Room Rentals	795.88
Professional Fees	131.58
Travel & Trade Shows	1,273.70
Credit Union Charges & Interest	10.20
Total Expenses	<u>10,919.65</u>

Change to Retained Earnings (10,319.36)

Approved:



Ruth Simons, Director

Aug 15, 2018



Suzanne Seniger, Director

Aug. 15, 2018

Howe Sound Biosphere Region Initiative Society

Balance Sheet

30-Jun-18

ASSETS

Cash in Credit Union	480.64	
Total Current Assets	480.64	480.64

TOTAL ASSETS

480.64

CURRENT LIABILITIES

Accounts Payable/Accrued	10,543.28	
Total Current Liabilities	10,543.28	10,543.28

EQUITY

Total Retained Earnings	(10,062.64)	
Total Equity	(10,062.64)	
TOTAL LIABILITIES & EQUITY		<u>480.64</u>

Approved:

[Redacted Signature]

Ruth Simons, Director

Aug. 15, 2018

[Redacted Signature]

Suzanne Senger, Director

Aug. 15, 2015

Howe Sound Biosphere Region Initiative 2018/2019 Budget				
Revenue				
Donations	\$ 25,000			
Grants	\$ 10,000			
In Kind	\$ 80,000			
<i>Total</i>	<i>\$ 115,000</i>			
Expenses				
Meeting space	\$ 300			
CBRA network mtgs	\$ 5,000			
Nomination Package	\$ 25,000			
Events	\$ 5,000			
PR & Promotion	\$ 10,000			
Legal and acctg.	\$ 5,000			
Logistic support HR	\$ 64,700			
<i>Total</i>	<i>\$ 115,000</i>			

Howe Sound Biosphere Region Initiative	
Budget for March 21st Event	
Income	
Grants Lions Bay	\$ 500
Grants West Vancouver Foundation	\$ 1,000
In Kind	\$ 1,500
<i>Total</i>	<i>\$ 3,000</i>
Expenses	
Venue costs	\$ 500
Refreshments	\$ 150
Presenters	\$ 200
Labor/admin/coordination	\$ 1,650
Pomotion	\$ 500
<i>Total</i>	<i>\$ 3,000</i>

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

SPECIAL MEETING OF THE COUNCIL OF THE VILLAGE OF LIONS BAY HELD ON FRIDAY, JANUARY 25 AND 31, 2019 at 5:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott (via conference call on January 31, 2019)
Councillor Fred Bain
Councillor Norm Barmeier (via conference call on January 25, 2019)
Councillor Jaime Cunliffe

Staff: Chief Administrative Officer Peter DeJong (Recorder)
Chief Financial Officer Pamela Rooke (January 31, 2019)

Others: Thyra McKilligan, Remax Masters Realty (January 31, 2019)

1. Call to Order
Mayor McLaughlin called the meeting to order at 5:10 pm on Friday, January 25, 2019.

2. Adoption of Agenda
Moved/Seconded
THAT the agenda be adopted as submitted.

CARRIED

3. Closed Council Meeting
Moved/Seconded

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.

CARRIED

The meeting was closed to the public at 5:11 pm on Friday, January 25, 2019.

The meeting was re-opened to the public at 7:56 pm on Thursday, January 31, 2019.

4. Reporting Out From Closed Portion of Meeting

None.

5. Adjournment

Moved/Seconded

THAT the meeting be adjourned generally.

CARRIED

Mayor

Corporate Officer

Date Approved by Council:	
---------------------------	--



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF LIONS BAY HELD ON TUESDAY, FEBRUARY 5, 2019 at 7:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott
Councillor Fred Bain
Councillor Norm Barmeier
Councillor Jaime Cunliffe

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer
Office Coordinator Shawna Gilroy (Recorder)

Delegations: 0

Public: 2

1. Call to Order

Mayor McLaughlin called the meeting to order at 7:05 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT item 8Av – CFO: BDO Presentation of Audit – Set Date and Time be added; and
THAT item 8Avi – CFO: Verbal Report re. Municipal Grant Presentations be added; and
THAT item 8Avii – CAO: Verbal Report re. UBCM Resolutions be added; and
THAT the agenda be adopted, as amended.

CARRIED

3. Public Participation (2 minutes per person totalling 10 minutes maximum)

None

4. Public Delegation Requests Accepted by Agenda Deadline (10 minutes maximum)

None

5. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – January 22, 2019

The following was amended:

- The meeting date in the header should be changed to January 22, 2019;
- Item 8Aiv – at the end of the paragraph, it should read “sewer at 5% and solid waste at 1.5%, and the last line of the resolution should read “increases of 5%, 5% and 1.5% respectively.”
- Item 4A – change the spelling of the name Faro Azordegan to Farah Azordegan in the title, in the first sentence add an “s” to the end of “household”, in the second sentence add a “d” to the end of “provide”, and in the 3rd paragraph, add an “apostrophe s” to the end of “Council”;
- Item 8Bvi – the following text was missing after the title: “Discussion between Lions Bay and North Shore Mayors as to who would be the representative.”

Moved/Seconded

THAT the Regular Council Meeting Minutes of January 22, 2019 be approved as amended.

CARRIED

6. Business Arising from the Minutes

The following was discussed:

- Mayor McLaughlin queried the status of the “quiet paving” schedule on Highway 99.
- Use of s.90(1)(n) as a ground for closing – Councillor Abbott suggested that this provision be used more often by Council to discuss whether or not a matter should remain in closed or be moved to the open agenda, per the recommendations of the Ombudsperson’s Report on Best Practices for Closed Meetings.
- Encroachment Agreement – Councillor Abbot suggested that passage of this item seemed very rushed with little time for Council to review thoroughly. CAO DeJong noted that staff is cognizant first and foremost of the need to protect the Municipality’s interest in the boulevard, but provided that interest is protected, there is ample opportunity to revisit any Municipal requirements at any time in the future.
- Communications – Councillor Abbott suggested more efficiency on Village website and feedback forms.
- Councillor Abbott queried whether staff had a report on the Emergency Notification System webinar.

Audio: 00:22

7. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Action
67	January 22, 2019	G8: International Day for the Elimination of Racial Discrimination – Staff to follow up with Ms. Simons to book the event	[In progress]
68	January 22, 2019	G9: 2019 Premier’s Awards for Excellence in Education – Councillor Cunliffe will inquire with the school PAC if there are any nomination potentialities.	[In progress]

8. Reports

A. Staff

i. PWM: Information Report – Kelvin Grove Wastewater Treatment Plant Annual Report

PWM Jaffer highlighted on key points regarding the Wastewater Treatment Plant Annual Report, noting all parameters were within the allowable limits. There was some wear on the sprocket and chain and a replacement has been ordered. No other significant issues were found.

Moved/Seconded

THAT the Information Report, “Kelvin Grove Wastewater Treatment Plant Annual Report for 2018” be received.

CARRIED

Audio: 00:25

ii. CAO: Direction Request – Kelvin Grove Wastewater Treatment Plant Replacement

CAO DeJong advised Council that the treatment plant is nearing the end of its life, operating at about 90% with an expectancy of approximately 5-10 years remaining. Since the attached report to Council was written, there was a catastrophic failure of one of the media packs. PWM Jaffer explained that the Ministry of Environment has been contacted to report that the plant is currently not operational and that we will likely soon be non-compliant with our permit. Council discussed at length their options for proceeding with an engineering study on the replacement of the treatment plant and who should be responsible for covering the cost of the study.

Moved/Seconded

THAT staff proceed with an RFP for an engineering study for replacement of the Kelvin Grove Wastewater Treatment Plant with the objectives of meeting provincial ministry requirements and regulations and addressing the potential for an incrementally expandable model to service the whole Village in the options to be provided by the study.

CARRIED

Moved/Seconded

THAT the engineering study for replacement of the Kelvin Grove Wastewater Treatment Plant be funded from the sewer reserve, less staff's best efforts on grant funding for the study.

CARRIED

Audio: 01:26

iii. CFO: 2019 Draft Water, Solid Waste and Sewer Budgets

CFO Rooke provided an updated copy of the draft sewer budget on-table and explained the changes. It was noted that with respect to the sudden Kelvin Grove Wastewater Treatment Plant expenses, a budget amendment drawn from reserves would be brought forward at the time it is expensed.

Moved/Seconded

THAT the report "2019 Draft Water, Solid Waste and Sewer Budgets" be received for information purposes.

CARRIED

iv. PWM: Award of Oceanview Drainage Study

This item was tabled until returning from the closed portion of the meeting to discuss confidential aspects of the item in closed. See Item 15 – Reporting Out From Closed Portion of Meeting.

Audio: 01:38

v. CFO: BDO Presentation of Audit – Set Date and Time

BDO will present the audit report to Council at a CSC meeting on May 7th in the evening.

vi. CFO: Verbal Report re. Municipal Grant Presentations

CFO Rooke queried whether Council would prefer the municipal grant applicants who requested an amount over \$1500, being the Events Committee and the Seniors Social Circle, to present to Council or whether viewing their application would suffice. Council agreed they would prefer to hear their presentations.

v. CAO: Verbal Report re. UBCM Resolutions

CAO DeJong advised Council that if they wished to see a particular resolution advanced to UBCM, it first goes through the Lower Mainland Local Government Association (LMLGA) and that the deadline for submitting resolutions to the LMLGA is March 15th. He suggested Council give thought to the matter and ask any questions about potential resolutions and what they should entail before the next meeting.

Audio: 01:49

B. Mayor

i. Canada Day

The Events Committee would prefer not to do the traditional Canada Day celebration, which in the past included the presentations of awards in the morning and speeches from dignitaries, followed by a bouncy castle, face painting, BBQ and various other events during the day, leading into the fireworks in the evening. They would prefer to begin in the early evening and organize the ceremony, a bring-your-own-dinner and fireworks celebration. Council discussed the idea of asking other volunteer groups in the Village who may be interested in taking on the daytime celebration instead and will revisit the matter again soon.

ii. Volunteer Week Celebration Update (Verbal)

Councillor Cunliffe reported that she had not made any progress on the Volunteer Week celebration. It was requested to add to the agenda again for the first meeting in March.

iii. “New to the Village” Celebration Update (Verbal)

No progress had been made. This item to be added to the first meeting in March.

C. Council

None

Audio: 01:58

D. Committees

i. Memorial Committee: Report on the Direction of the Memorial Committee’s Project

Councillor Bain updated Council on the Memorial Committee’s idea to have a cairn made of split granite rock and installed on a concrete pad located in front of the Village office by the flags for highest visibility. CAO DeJong had concerns about the location and suggested an alternative location outside Broughton Hall. Councillor Bain will bring the suggestion back to the Memorial Committee.

Moved/Seconded

THAT Council receive the report on the Remembrance Day Cairn for information and take back further location suggestions to the committee; and

THAT a budget of \$3,000 come forward in the upcoming budget presentations.

CARRIED

E. Emergency Services

None

9. Resolutions

None

Audio: 02:10

10. Bylaws

A. Utility User Rate Amendment Bylaws No. 557, 558 and 559

Moved/Seconded

1) THAT Water Rates and Regulations Bylaw No. 2, 1971, Amendment Bylaw No. 557, 2019 be read a first, second and third time.

CARRIED

2) THAT Sewer User Rates Bylaw No. 122, 1984, Amendment Bylaw No. 558, 2019 be read a first, second and third time.

CARRIED

3) THAT Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 559, 2019 be read a first, second and third time.

CARRIED

Audio: 02:15

11. Correspondence

A. List of Correspondence to January 31, 2019

Moved/Seconded

THAT the following actions be taken with respect to the correspondence:

- G1: Recycling Council of BC Annual Zero Waste/Circular Economy Conference 2019 – no response
- G2: Pacific Animal Foundation – no response
- G3: Invitation to North Shore Food Charter Planning Session – no response
- R1: Pat Craig – Beach Park Renewal – Mayor McLaughlin to respond

CARRIED

12. New Business

None

13. Public Questions & Comments (2 minutes on any topic discussed in this meeting)

None

14. Closed Council Meeting

Moved/Seconded

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;

j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

CARRIED

The meeting was closed to the public at 9:21 p.m.

The meeting was re-opened to the public at 10:53 p.m.

15. Reporting Out From Closed Portion of Meeting

Council approved a Temporary Aid Agreement with the SLRD in respect of the Britannia Beach Volunteer Fire Department at the Special Meeting continuation on January 31, 2019.

TABLED ITEM 8Aiv – Award of Oceanview Drainage Study

Moved/Seconded

THAT Council approve the award of the Oceanview Drainage Analysis and Engineering Design project to ISL Engineering and Land Services Ltd. in the amount of \$15,970; and

THAT the CAO be authorized to execute contract documents, amended to clarify maximum payments in accordance with the scope of work required up to the amount of \$15,970, not including GST; and

THAT the work be funded from the Public Works operational budget.

CARRIED

16. Adjournment
Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10:55 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
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DRAFT



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	2019 Municipal Grants		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	February 13, 2019	Version	-
Issued for	February 19, 2019 Regular Council Meeting		

RECOMMENDATION

THAT Council approve the 2019 Municipal Grants.

ATTACHMENTS

1. 2019 Municipal Grant Summary

KEY INFORMATION

The Village of Lions Bay (VOLB) provides municipal grants to non-profit community groups that demonstrate a need for funding to provide services or programs that benefit the VOLB community as a whole. The Finance department tabulates and summarizes the applications for Council's review. The 2019 requests total \$11,512 from nine different applicants – this amount is included in the current version of the preliminary budget. All applicants with grant requests greater than \$2,000 made a brief presentation to council at the February 19, 2019 Council meeting during the public participation portion of the agenda. Council approves the grants in whole or in part by resolution and the approved funds are then allocated in the 2019 budget.

OPTIONS

1. Approve the 2019 Municipal Grants as presented;
2. Amend the 2019 Municipal Grants and then approve;
3. Refer the 2019 Municipal Grants back to staff for revisions and request that staff bring the 2019 Municipal Grants to the March 5, 2019 Council meeting for approval.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

FOLLOW UP ACTION

The grants approved by Council will be included in the 2019 budget.

COMMUNICATION PLAN

The community groups for whom grants are approved are notified by the Finance department and the funds are disbursed after the adoption of the Five Year Financial Plan Bylaw.

**Village of Lions Bay
2019 Municipal Grant Applications**

Group		2016 Grant Awarded Actual \$	2017 Grant Awarded Actual \$	2018 Grant Awarded Actual \$	2019 Grant Requested		
					Actual \$	In-Kind	
1	Lions Bay Events Committee	10-2-0602-003	6,000.00	6,000.00	2,800.00	3,730.00	2,350.00
2	Seniors Social Circle	10-2-0601-311	5,000.00	4,100.00	3,100.00	2,800.00	1,600.00
3	Lions Bay Arts Council	10-2-0602-005	7,800.00	5,000.00	6,250.00	2,400.00	400.00
4	Lions Bay Trail Blazers	10-2-0703-023	1,000.00	1,000.00	1,250.00	1,250.00	200.00
5	Lions Bay Historical Society	10-2-0602-002	980.00	900.00	608.00	952.00	240.00
6	Lions Bay Community Garden	10-2-0703-018	500.00	250.00	250.00	250.00	-
7	Lions Bay Caroling Team	10-2-0602-008	130.00	130.00	130.00	130.00	25.00
8	LB Community Scholarship Foundation (LBCSF)	10-2-0602-009	-	-	900.00	-	75.00
9	Howe Sound Biosphere Region Initiative Society	10-2-0400-591	-	-	-	-	350.00
	LB Native Plants Garden Association	10-2-0702-025	1,500.00	600.00			
	Lions Bay Community Association (2017 One-time)	10-2-0601-311	n/a	2,500.00			
	Lions Bay Playschool Association	10-2-0602-006	2,000.00	-			
	Lions Bay Reading Centre	10-2-0602-001	1,500.00	-			
Total Requested			26,410.00	20,480.00	15,288.00	11,512.00	5,240.00

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Report to Council		
Title	2019 Preliminary Budget		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	February 13, 2019	Version	
Issued for	February 19, 2019 Regular Council Meeting		

RECOMMENDATION

THAT the report “2019 Preliminary Budget” be received for information purposes.

ATTACHMENTS

1. 2019 Preliminary Budget
2. Preliminary Capital and Supplemental Operating Requests

KEY INFORMATION

The attached 2019 budget is a preliminary first draft which represents the first step in the 2019 budget process. It has been prepared using the 2019 labour model and includes increases to operating expenses and revenues based on 2018 actual YTD results with nominal increases based on inflation. It also includes some additional operational expenses that are highlighted in the notes to the attached report. It does not include any general fund capital expenditures or supplementary operational expenditures. The purpose of this initial draft is initiate discussion on the 2019 budget.

FOLLOW UP ACTION

Staff will be available to respond to any questions at the February 19, 2018 Council meeting. The draft budget will be reviewed again at the March 5, 2019 meeting along with the preliminary capital and supplemental operating requests.

The Village of Lions Bay Consolidated Operating Budget 2019

	2018 Budget	2019 Budget	Change	%
Revenues				
Taxation	1,505,015	1,507,378	2,363	0.2%
Utility Fees and Rates	1,089,217	1,138,127	48,910	4.5%
Fees, Licenses and Permits	203,556	171,323	(32,233)	-15.8%
Grants	2,612,116	2,320,644	(291,472)	-11.2%
Loan Proceeds	-	tbd	-	n/a
Land Sales	3,124,994	tbd	(3,124,994)	n/a
Other Revenue	148,524	118,751	(29,773)	-20.0%
	8,683,422	5,256,223	(3,427,199)	-39.5%
Expenditures				
Administrative Services	1,086,033	1,108,396	22,364	2.1%
Council	72,680	62,189	(10,491)	-14.4%
EOC	57,540	53,476	(4,064)	-7.1%
Fire	360,976	312,523	(48,452)	-13.4%
Bylaw	37,173	38,974	1,801	4.8%
Parks, Recreation and Culture	241,466	229,437	(12,028)	-5.0%
Planning and Development	114,563	102,974	(11,589)	-10.1%
Public Works	493,458	529,061	35,603	7.2%
Water Fund	1,063,023	906,088	(156,935)	-14.8%
Sewer Fund	87,816	169,730	81,914	93.3%
Solid Waste	185,919	189,638	3,719	2.0%
	3,800,646	3,702,488	(98,158)	-2.6%
Surplus / (Deficit)	4,882,776	1,553,735		
Non-cash items included in Surplus/(Deficit)				
Add back amortization	588,976	588,977		
MFA Actuarial Gain on Debt	(23,456)	(26,901)		
	5,448,297	2,115,811		
Cash items NOT included in Surplus/(Deficit)				
Repayment of Debt Principal	(152,364)	(178,273)		
	5,295,933	1,937,538		
Capital Expenditures - Sewer/Water		(2,435,426)		
Capital Expenditures - General		TBD		
Supplemental Expenditures		TBD		
Transfer from (to) Reserves:				
Gas Tax Funding		(56,450)		
Transfer from Surplus - Loan		401,697		
Transfer from Surplus - Re-budgets		178,584		
Transfer to Reserves - Land Sales		tbd		
Water Surplus		(122,847)		
Sewer Deficit		88,037		
Solid Waste Surplus		(1,684)		
Cash Surplus / (Deficit)		(10,551)		

**Village of Lions Bay
2019 Draft Budget**

Revenues

	2016 Actual	2017 Actual	YTD Actual 2018	2018 Budget	2019 Budget	Change	%	Notes
Translink Grant	-	12,524	-	40,000	-	(40,000)	-100.0%	
Gas Tax Funding	56,451	56,502	59,264	56,450	56,450	-	0.0%	
Provincial Government Grants	-	10,200	9,800	9,800	-	(9,800)	-100.0%	
Federal Government Grants	2,177	-	-	-	-	-	n/a	
Emergency Financial Assistance (EMBC)	99,113	-	110,553	147,405	-	(147,405)	-100.0%	
Other Grants	2,350	23,642	2,476	26,700	7,965	(18,735)	-70.2%	
	530,322	756,175	1,125,232	2,612,116	2,320,644	(291,472)	-11.2%	
Other Revenue								
External Borrowing	-	456,291	-	-	-	-	n/a	
Net Proceeds from Land Sales	-	-	-	3,124,994	-	(3,124,994)	-100.0%	
Insurance Proceeds	-	110,692	49,965	41,308	-	(41,308)	n/a	
Fire Department Callouts Highway	35,711	16,085	10,110	16,000	12,000	(4,000)	-25.0%	
Donations to LB Fire Department	9,118	1,000	1,650	6,000	8,000	2,000	33.3%	
Fire Fighter Day Revenue	25,152	23,234	15,324	24,000	20,000	(4,000)	-16.7%	
Fire Department Miscellaneous	-	-	-	-	-	-	n/a	
Tax Penalties and Interest	24,983	23,528	25,873	22,100	23,250	1,150	5.2%	
Admin Fees - Schools Taxes	2,856	2,959	-	2,800	2,800	-	0.0%	
MFA Actuarial Interest	17,506	20,422	23,456	23,456	26,901	3,445	14.7%	
Bank Return on Investment	13,152	22,174	33,517	11,360	25,300	13,940	122.7%	
Miscellaneous	4,082	17,609	9,168	1,500	500	(1,000)	-66.7%	
Water/Sewer Connection Fees	94	15,958	1,200	-	-	-	n/a	
	132,653	709,952	170,263	3,273,518	118,751	(3,154,767)	-96.4%	
Total Revenues	3,213,211	4,219,903	4,073,476	8,683,422	5,256,223	(3,427,199)	-39.5%	

Notes:

- 1 The revenue includes a 0% property tax increase. A 1% increase in taxation raises \$14,465.
- 2 The Clean Water Wastewater Fund (CWWF) grant revenue and related capital expenses have been re-budgeted for 2019 as the project was not completed in 2018.

Village of Lions Bay
2019 Draft Budget

General Fund - Administration

	2016 Actual	2017 Actual	YTD Actual 2018	2018 Budget	2019 Budget	Change	%	Notes
Expenditures								
Amortization	309,558	340,597	-	361,814	361,814	0	0.0%	
Communications	51,395	48,213	51,787	59,458	56,250	(3,208)	-5.4%	
Fiscal Charges	3,729	4,835	5,657	4,250	5,150	900	21.2%	
Insurance	34,697	30,211	34,755	44,893	38,157	(6,736)	-15.0%	
Internal Allocations	(53,500)	(53,500)	(53,500)	(53,500)	(53,500)	-	0.0%	
Maintenance	5,006	3,559	3,978	8,500	7,500	(1,000)	-11.8%	1
Material, Supplies and Equipment	9,670	11,394	14,103	20,243	20,200	(43)	-0.2%	2
Professional Fees / Contract Services	53,033	51,550	107,244	122,800	105,300	(17,500)	-14.3%	3
Salaries and Benefits	462,362	504,793	487,031	494,530	546,075	51,546	10.4%	4
Sundry	5,233	3,672	2,755	3,500	3,600	100	2.9%	
Training / Professional Development	14,325	13,592	9,797	17,545	15,850	(1,695)	-9.7%	
Utilities	1,825	1,845	1,878	2,000	2,000	-	0.0%	
	897,332	960,761	665,485	1,086,033	1,108,396	22,364	2.1%	

Notes:

- 1 Budget includes a \$1.5k re-budget for an alarm and monitoring system for the Village Office.
- 2 Budget includes a \$4.2k re-budget for the purchase and installation of a fire proof safe for the Village office.
- 3 Budget is comprised of:

Legal Fees	35,000	
Contract Services - Minute Taking	1,500	
Audit Fees	37,000	
General Contract Services	1,500	
Asset Management (re-budget)	12,500	Balance remaining on AMIP
Records Management (re-budget)	17,800	
	<u>105,300</u>	
- 4 Salaries include the new 3 day a week administrative assistant position approved by Council.

**Village of Lions Bay
2019 Draft Budget**

General Fund - Council

	2016 Actual	2017 Actual	YTD Actual 2018	2018 Budget	2019 Budget	Change	%	Notes
Expenditures								
Council Communication	11,655	372	-	250	250	-	0.0%	
Council - Office Supplies	144	1,433	8,851	4,250	300	(3,950)	-92.9%	1
Professional Services	4,358	1,926	1,262	-	-	-	n/a	
Salaries and Benefits	38,884	37,648	43,868	43,930	50,757	6,827	15.5%	2
Council Funded Events	4,540	6,034	4,704	5,750	6,382	632	11.0%	
Election	13,208	7,816	2,420	15,500	-	(15,500)	-100.0%	
Conferences & Conventions	940	-	1,850	1,000	2,500	1,500	150.0%	
Association Dues / Memberships	351	410	398	500	500	-	0.0%	
Travel	1,901	1,334	2,050	1,500	1,500	-	0.0%	
	75,982	56,972	65,402	72,680	62,189	(10,491)	-14.4%	

Notes:

- 1 The 2018 budget included \$4,050 for the new Council Chambers.
- 2 Council salaries increased in January 2019 (per Council Remuneration Bylaw No 552, 2018) to compensate Council for the loss of their tax free allowance.

Village of Lions Bay
2019 Draft Budget

General Fund - EOC Services

	2016 Actual	2017 Actual	YTD Actual 2018	2018 Budget	2019 Budget	Change	%	Notes
Expenditures								
Communications	1,701	3,178	3,167	3,750	3,500	(250)	-6.7%	
Search and Rescue	1,603	2,282	595	600	2,100	1,500	250.0%	1
Emergency Social Services (ESS)	728	604	524	4,890	5,205	315	6.4%	2
Maintenance	5,121	5,162	15,441	8,100	6,800	(1,300)	-16.0%	
Material, Supplies and Equipment	(18)	-	-	8,000	7,500	(500)	-6.3%	3
Salaries and Benefits	-	-	-	9,700	25,871	16,171	166.7%	4
Training / Professional Development	317	-	50	21,000	1,000	(20,000)	-95.2%	5
Utilities	989	1,014	6,329	1,500	1,500	-	0.0%	
	10,441	12,240	26,106	57,540	53,476	(4,064)	-7.1%	

Notes:

- 1 Search and Rescue phone paid for by Village and their share of facility maintenance.
- 2 Lions Bay Emergency Social Services (ESS) provides an annual budget to the Village for their expenses which are included in the budget. The Village reimburses ESS for the actual costs incurred.
- 3 Includes \$7,500 for EOC supplies which was re-budgeted from 2018.
- 4 Budget is for a part-time Emergency Planning Co-ordinator (2 days per week) commencing May 1. The cost will be offset by a re-budget of the unspent 2018 budget for the position and the 2018 unspent Emergency Management Planning budget.
- 5 2018 budget included \$20,000 for Emergency Management Planning which was not spent and will be re-budgeted to offset the cost of the Emergency Planning Co-ordinator.

Village of Lions Bay
2019 Draft Budget

General Fund - Fire Department

	2016 Actual	2017 Actual	YTD Actual 2018	2018 Budget	2019 Budget	Change	%	Notes
Expenditures								
Communications	46,998	49,283	49,511	58,950	54,600	(4,350)	-7.4%	
Fiscal Charges	190	157	96	200	125	(75)	-37.5%	
Interest Payments	-	-	3,063	3,063	2,678	(384)	-12.5%	
Insurance	11,318	12,221	14,905	15,200	15,130	(70)	-0.5%	
Maintenance	36,828	53,212	44,736	44,955	46,100	1,145	2.5%	
Material, Supplies and Equipment	30,267	62,837	103,599	80,808	43,800	(37,008)	-45.8%	1
Salaries and Benefits	98,852	98,517	93,548	105,050	101,643	(3,407)	-3.2%	
Training / Professional Development	29,100	29,632	25,197	49,850	45,247	(4,603)	-9.2%	
Utilities	1,373	2,214	3,142	2,900	3,200	300	10.3%	
	254,925	308,073	337,797	360,976	312,523	(48,452)	-13.4%	

Notes:

1 2018 budget included \$41.3k for the cost to replace the fire trailer contents which were destroyed by fire.

Village of Lions Bay
2019 Draft Budget

General Fund - Bylaw Services

	2016 Actual	2017 Actual	YTD Actual 2018	2018 Budget	2019 Budget	Change	%	Notes
Expenditures								
Communications	797	1,139	1,054	1,000	1,200	200	20.0%	
Material, Supplies and Equipment	1,661	2,908	1,419	3,800	3,250	(550)	-14.5%	
Professional Fees / Contract Services	1,523	1,625	1,370	2,000	2,250	250	12.5%	1
Salaries and Benefits	19,017	17,621	29,766	28,373	29,774	1,401	4.9%	2
Training / Professional Development	2,484	-	-	2,000	2,500	500	25.0%	3
	-	25,482	23,293	37,173	38,974	1,801	4.8%	

Notes:

- 1 Includes fees for collection agency and bylaw enforcement contract.
- 2 Budgeted for 3 days per week from May 17 to September 30 - 8 hours Friday, 14 hours Saturday, Sunday and stats.
- 3 Budget includes cost of bylaw courses for PW staff.

**Village of Lions Bay
2019 Draft Budget**

General Fund - Parks and Recreation

	2016 Actual	2017 Actual	YTD Actual 2018	2018 Budget	2019 Budget	Change	%	Notes
Expenditures								
Communications	595	594	626	600	650	50	8.3%	
Grants	33,691	25,903	21,668	29,323	15,462	(13,861)	-47.3%	1
Insurance	2,400	2,400	290	2,500	500	(2,000)	-80.0%	
Maintenance	19,797	54,050	53,563	45,064	47,000	1,936	4.3%	
Material, Supplies and Equipment	3,564	3,545	7,756	7,500	7,500	-	0.0%	
Professional Fees / Contract Services	2,418	10,200	13,194	19,500	-	(19,500)	-100.0%	2
Recreation Programs	3,354	2,294	2,740	2,300	2,300	-	0.0%	
Salaries and Benefits	105,318	119,504	150,588	126,179	147,775	21,597	17.1%	3
Sundry	471	105	-	250	-	(250)	-100.0%	
Training / Professional Development	-	-	-	1,250	1,250	-	0.0%	4
Utilities	3,735	5,990	5,272	7,000	7,000	-	0.0%	
	175,342	224,586	255,696	241,466	229,437	(12,028)	-5.0%	

Notes:

- 1 Budget includes the 2019 Municipal Grant requests.
- 2 2018 budget Included \$12,300 for the execution of a landscaping plan (funded by MOTI) and \$7,200 for invasive species eradication.
- 3 Salaries include the full annual salary for the addition of a PW employee hired November 2018 (portion allocated to Parks).
- 4 The 2018 budget included a Playground course for one staff which has been re-budgeted - course was not offered in 2018.

Village of Lions Bay
2019 Draft Budget

General Fund - Planning and Development

	2016 Actual	2017 Actual	YTD Actual 2018	2018 Budget	2019 Budget	Change	%	Notes
Expenditures								
Communications	900	2,357	3,983	4,000	4,000	-	0.0%	
Professional Fees / Contract Services	18,973	73,528	177,528	77,810	53,000	(24,810)	-31.9%	1
Salaries and Benefits	45,171	28,493	28,366	29,978	42,974	12,996	43.4%	2
Sundry	213	525	144	750	500	(250)	-33.3%	
Training / Professional Development	995	1,480	2,301	2,025	2,500	475	23.5%	
	66,253	106,383	212,322	114,563	102,974	(11,589)	-10.1%	

Notes:

1 The 2018 budget included a part-time planner position that was not filled. Part of the unspent budget was re-budgeted in 2019 to cover the cost of planning consultants.

Budget is comprised of:

Building Inspection Services (vacation coverage)	2,500	
Communication Consultant (initiatives per strategic plan)	7,500	(re-budget)
Planning Consultants	35,000	(re-budget)
Land Surveys	5,000	
Land Appraisals	3,000	
	<u>53,000</u>	

2 Budget includes an increase in hours for the Building Inspector from 9 hours per week to 12 hours per week as well as an increase in administrative assistance.

**Village of Lions Bay
2019 Draft Budget**

General Fund - Public Works

	2016 Actual	2017 Actual	YTD Actual 2018	2018 Budget	2019 Budget	Change	%	Notes
Expenditures								
Communications	15,296	11,064	8,557	9,655	11,250	1,595	16.5%	
Interest Payments	15,016	13,952	16,649	19,747	22,550	2,803	14.2%	
Insurance	10,959	12,141	13,392	16,400	24,248	7,848	47.9%	1
Internal Allocations	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	-	0.0%	
Maintenance	76,218	96,719	139,093	196,365	205,934	9,569	4.9%	2
Material, Supplies and Equipment	23,392	38,750	33,495	30,000	34,000	4,000	13.3%	
Professional Fees / Contract Services	29,588	38,345	25,780	35,619	23,500	(12,119)	-34.0%	3
Salaries and Benefits	171,882	187,586	168,074	188,522	210,079	21,557	11.4%	4
Training / Professional Development	3,311	1,370	3,514	5,650	5,000	(650)	-11.5%	
Utilities	5,909	8,034	7,441	6,500	7,500	1,000	15.4%	
Total Expenditures	336,569	392,961	400,996	493,458	529,061	35,603	7.2%	

Notes:

- 1 Budget includes increased vehicle insurance costs to insure the five new PW trucks (previously insured three trucks).
- 2 The 2018 budget included \$35,300 to complete the work on the KG railway grade crossing. The work was not completed and has been re-budgeted in 2019 along with \$32,445 for one of the two BB railway grade crossings. All three crossings must be upgraded by 2021.
- 3 Includes \$16k for the Oceanview drainage study awarded to ISL Engineering at the February 5 Council meeting.
- 4 Salaries include the full annual salary for the addition of a PW employee hired November 2018 (portion allocated to Public Works).

Village of Lions Bay
2019 Budget
Operational Re-Budgets included in Preliminary Budget

General Fund

Administration:

Alarm and monitoring system for Village Office	1,500
Purchase of fire proof safe / Reinforcing office floor	4,200
Asset Management (Balance of AMIP)	12,500
Records Management	17,800

EOC

EOC Supplies	7,500
PT Emergency Planning Co-ordinator	9,700
Emergency Management Consultant (to offset cost of Emergency Planning)	16,171

Parks

Playground course	1,250
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Planning

Communication consultant for selective initiatives (per strategic plan)	7,500
Planning Consultants - originally budgeted for a part-time planner	35,000

Public Works

CN Railway Grade Crossing upgrades (Kelvin Grove)	35,300
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148,421

Water Fund

Bayview Road Watermain Design	4,463
Water Totes	6,500
Confined Space Review	7,600

Village of Lions Bay
2019 Budget
Operational Re-Budgets included in Preliminary Budget

Grundfos Pumps	<u>4,500</u>
	<u>23,063</u>
Sewer Fund	
Video Inspection of Outfall Pipe	5,000
Confined Space Rescue Winch	<u>2,100</u>
	<u>7,100</u>
Total	<u><u>178,584</u></u>

Village of Lions Bay
2019 Budget
Proposed Capital and Supplemental Requests

Description	Amount	Notes
Lions Bay Avenue Stairs to Bus Stop	80,000	Capital expenditure
<i>A Translink grant has been awarded (50% of cost to a maximum of \$40k)</i>	(40,000)	TransLink Grant (awarded)
<i>The project must be completed by 2021.</i>	<u>(40,000)</u>	2018 re-budget
	-	-
Emergency Generator(s)	30,000	Capital expenditure
	<u>(15,000)</u>	2018 re-budget
	15,000	15,000
Burn Building	36,000	Capital expenditure
	<u>(36,000)</u>	2018 re-budget
	-	-
Asset Management	30,000	Asset Management - Next Steps
	<u>(15,000)</u>	Grant (50% of project cost)
	15,000	15,000
CN Parking Lot at LBBP	16,000	Paving
	1,200	Line Painting
	12,000	Fencing
	<u>(29,200)</u>	2018 re-budget
	-	-
Community Signage (per strategic plan)	TBD	
<i>RFP's received - price determined by options chosen</i>	<u>(9,332)</u>	2018 re-budget

**Village of Lions Bay
2019 Budget
Proposed Capital and Supplemental Requests**

Description	Amount	Notes
Wheelchair Accessibility to Council Chambers	6,000	Automated Door
	3,000	Pathway to Chambers
	<u>(3,000)</u>	2018 re-budget
	6,000	
Village Office	13,000	Replacing windows - office and chambers
	2,000	Adding door to former chambers
	<u>2,500</u>	Desk, Filing Cabinets, Chairs
	17,500	
Two Desktop computers for Office (replacement)	2,750	
One Desktop computer and monitors for Office Coordinator (new)	1,600	
Laptop for Public Works (replacement)	1,800	
Public Works Equipment (attached)	53,708	
Memorial Cairn	3,000	
Media training and coaching	2,450	
Sea to Sky Invasive Species Council - Specific Eradications	8,050	
Police Officer	40,000	
Fire Capital	TBD	
	<u><u>166,858</u></u>	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	2019 Invasive Species Management Program		
Author	Naizam Jaffer	Reviewed By:	Peter DeJong
Date	February 8, 2019	Version	
Issued for	February 19, 2019 Regular Council Meeting		

RECOMMENDATION

THAT Council approve the inclusion of the Municipal contribution to the Sea to Sky Invasive Species Council to the annual operating budget of Public Works; and

THAT Council approve the additional expenditure of \$8,050.16 for a fee-for-service to the Sea to Sky Invasive Species Council for the inventory, monitoring, and treatment of invasive species within the Municipality; and

THAT the CFO include \$8,050.16 for the fee-for-service works and the \$1,500 for the Municipal Contribution to the Sea to Sky Invasive Species Council, not including GST, in the 2019 operational budget.

ATTACHMENTS

1. SSISC 2018 Invasive Species Management Report
2. SSISC 2019 Funding Request Letter - Village of Lions Bay

KEY INFORMATION

Invasive species are non-native flora and fauna that are widely acknowledged to have significant ecological and economic impacts on a global scale and are considered a substantial threat to biodiversity. They have an incredible ability to establish themselves thereby displacing and diminishing native species and impacting local ecosystems such as creeks, wetlands, and woodlands.

Invasive plant species are present within the Municipality both on public and private lands. The Municipality's highest priority invasive species are Japanese Knotweed, Giant Hogweed, and Yellow Flag Iris, all of which are on the *BC Weed Control Act's* Noxious Weeds List.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Through this Act, all land owners have a regulatory responsibility to control designated noxious plants, as follows:

In accordance with the regulations, an occupier must control noxious weeds growing or located on land and premises, and on any other property located on land and premises, occupied by that person.

Second on the priority list for removal are species, such as Spurge Laurel, that pose toxic health impacts to humans. Beyond these, 5 other species of invasive plants are present in the Municipality: Broadleaved Peavine, English Ivy, Lamium, Scotch Broom, and Cutleaf Blackberry.

The Municipality maintains representation on the board of regional Sea to Sky Invasive Species Council (SSISC), and contributes annually to the organization. These funds are successfully leveraged by SSISC to obtain additional funding, and used to develop programs that both benefit Lions Bay and provide direct support to Public Works staff to manage invasive species. The Village of Lions Bay has been a contributing local government member of the SSISC since 2011. In 2018 the Municipality's contribution, which is based upon population, was \$1,500 with the same being requested for 2019. Annually, the SSISC submits a request through the Municipal grant application process. Staff believe this to be an operational item and request that Council consider inclusion of this annual fee in the Public Works Operations Budget

In 2018 the Municipality also participated in the SSISC's fee-for-service program in the amount of \$7,200 which resulted in the mechanical removal of 127 m³ of invasive plants and the chemical treatment of 5 sites. Public Works would like to continue with this program in 2019 at a cost of \$8,050.16. Having the SSISC's crews perform this work reduces the burden placed upon Public Works staff time and mitigates the need for staff to obtain and maintain specialized licenses and certifications for the chemical treatment of invasive species.

OPTIONS

1. Approve the recommendations;
2. Amend the recommendations and then approve;
3. Direct staff on another course of action.

PREFERRED OPTION:



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Approve the recommendations. As indicated, the use of the SSISC's staff to perform the specialized tasks entailed in the battle against invasive species frees up Public Works time to focus on other critical core services. Moreover, a sustained program by professionals will have a greater impact in the eradication of invasive plants within the Municipality and the Sea to Sky corridor overall.

FOLLOW UP ACTION:

Staff will continue to work with and support the SSIC with determining priorities and planning the works.

COMMUNICATION PLAN:

Staff will, in conjunction with the SSISC, issue articles within the Village Update and Municipal website.



Invasive Species Inventory

2018 Annual Report

Village of Lions Bay



Photo: Spurge Laurel (Daphne laureola)

Prepared by: Clare Greenberg & Kalenna Olynyk
Sea to Sky Invasive Species Council

January 31st, 2019

Introduction

Village of Lions Bay staff hired the Sea to Sky Invasive Species Council in 2018 to survey and control invasive plants on municipal lands following extensive inventories completed in 2017. This report outlines the results and our recommendations for invasive plant management going forward.

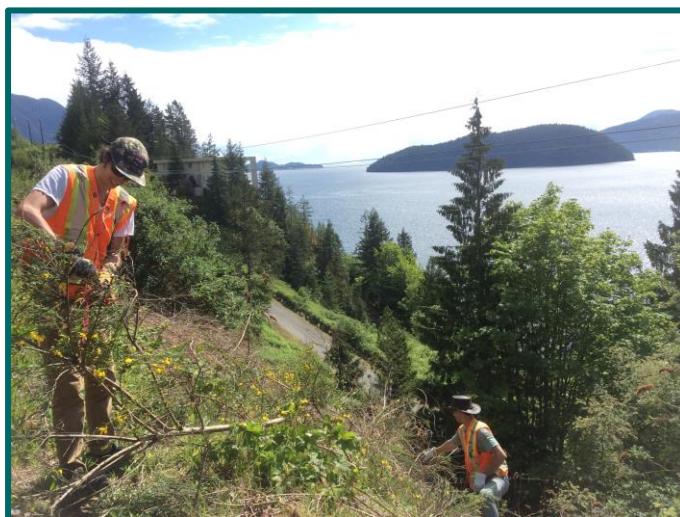
Note: This report does not include the coordination and education activities that are part of SSISC's Local Government Partnership Program, which was funded in 2018 by the Village of Lions Bay's municipal grant program. These activities will be reported on, in SSISC's 2018 Annual Report.

Goals

In 2018, we aimed to:

1. Carry out monitoring and control of high priority invasive plant species at 7 sites previously mapped.
 - These species include Giant Hogweed, Yellow Flag Iris and 2 Japanese Knotweed sites. The other 2 Japanese Knotweed sites had plants within the pesticide-free zone and could not be treated. Manual control of Japanese Knotweed is not recommended.
2. Carry out monitoring and control of the single occurrence of Common Comfrey at site 323803.
3. Carry out monitoring and control at 16 small sites of Scotch Broom, English Holly, Cut-leaf Blackberry and Butterfly Bush.

Details of the work completed can be found in the "Species Summary Table" below. Please note that we had planned to revisit all high priority sites already mapped, however numerous infestations of a very high priority species, Spurge Laurel, were found early in the season. We shifted our attention to Spurge Laurel and the other highest priority species resulting in a slight change of goals than originally planned in the 2018 proposal. The details are discussed further in the "Discussion and Recommendations" section of the report.



Outcomes and Results

Between May and October, SSISC crews mapped 193m² of 9 species of invasive plants on Village of Lions Bay owned lands. We mapped 24 species sites in total, removed 127m² of plant material mechanically, and treated 5 sites with herbicide, as detailed in the table below.

Species Summary Table:

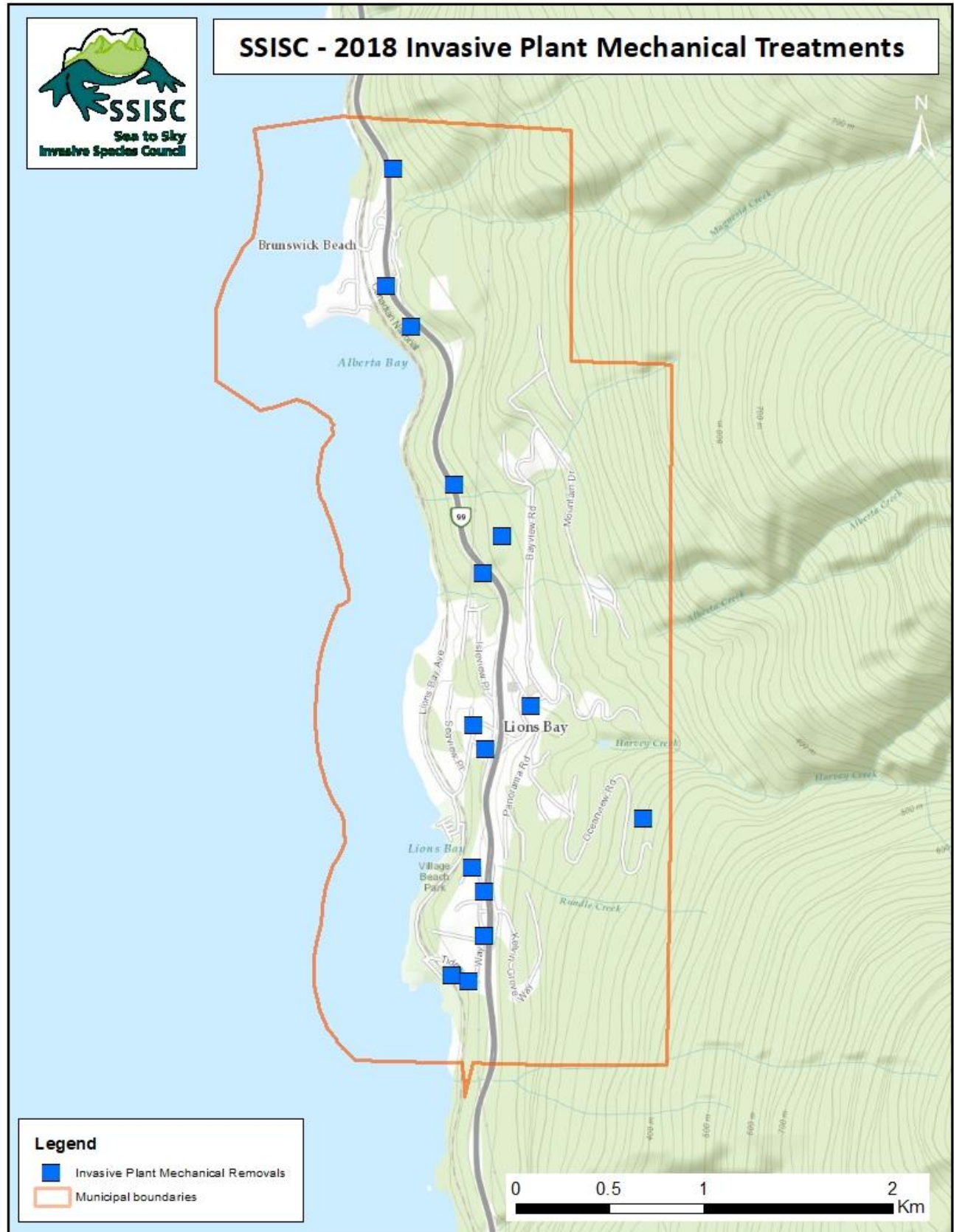
Species Surveyed	Amount of plants observed (Ha)	Number of sites surveyed	Total # dormant / extinct sites	Number of new sites surveyed	Number of sites mechanically treated	Area mechanically removed (ha)	Number of sites treated with herbicide	Species listed on Weed Control Act/Reg?	Species Priority (from SSISC list)	Notes
Giant Hogweed	0.0005	3	1				2	YES	Eradicate	All 3 known Giant Hogweed sites were surveyed and the 2 that has regrowth were treated.
Spurge Laurel*	0.0023	2		2	1	0.0022		-	Eradicate	See Discussion section of the report
Yellow Flag Iris	0.0005	3		1	2	0.0003		YES	Eradicate	All 2 known Yellow Flag Iris sites were surveyed and treated in 2018. One new site was discovered, but was not treated, as the plants were found in a landscaped garden bed.
Broadleaved Peavine	0.0002	1		1				-	Eradicate	This site was mapped, but not treated due to funds being spent on Spurge Laurel. Plan to treat in 2019.
Japanese Knotweed	0.0049	5		1			3	YES	Contain	3 known Knotweed sites were surveyed and controlled. One new site was discovered, but was not treated due to proximity to water. 1 known knotweed site was not treated due to proximity to the water.
English Ivy	0.0008	1			1	0.0008		-	Contain	Plants were removed during a community weed pull event
Lamium	0.0005	1						-	Strategic Control	Plants found at the Lions Bay Elementary School. Lamium surveyed at the same time as 6 other species including Knotweed and Broadleaved Peavine.

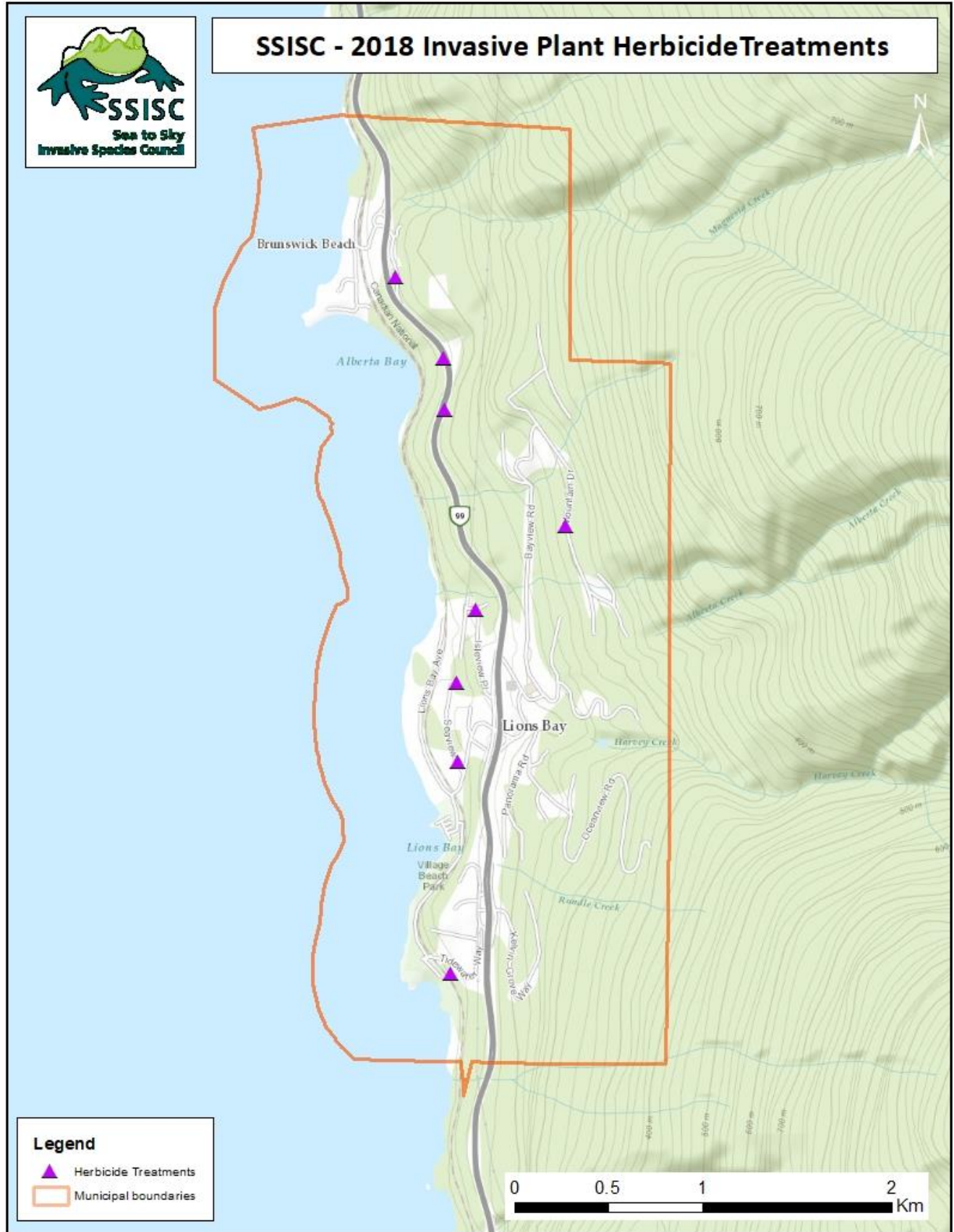
Scotch Broom	0.0094	7			7	0.0094		-	Strategic Control	All sites were treated mechanically early in the season when the plants were in flower
Cutleaf Blackberry	0.0002	1						-	Strategic Control	This site was mapped, but not treated. Site was not treated due to funds being spent instead on Spurge Laurel sites.
	<u>0.0193</u>	<u>24</u>	<u>1</u>	<u>5</u>	<u>11</u>	<u>0.0127</u>				

**There was more Spurge Laurel than we had funds to map, therefore this species was not fully mapped within Lions Bay, and the amount of plants reported in this table is an underestimate of the amount of Spurge Laurel actually present.*

DATA RECORDING:

- We mapped occurrences of invasive plants as points, lines and polygons using ArcGIS collector. These shapefiles can be provided to Village of Lions Bay staff upon request.
- All site level survey data was entered into the provincial invasive plants database ([IAPP](#)).





Discussion and Recommendations

- Spurge Laurel
 - While surveying Lions Bay, the SSISC crew discovered Spurge Laurel, a toxic plant found at only a few known locations within the Sea to Sky. Spurge Laurel is poisonous to humans if ingested. Additionally, the plant contains a sap that when in contact with the skin can cause rashes and blistering. More details can be found here (<https://ssisc.ca/spurgelaurel>). Due to the health risk associated with the plant and the limited distribution in the Sea to Sky, Spurge Laurel was deemed a high priority to survey and treat.
 - Upon initial surveys, only 2 sites were found within Lions Bay. Deeming eradication feasible, the crew mechanically removed the plants at these 2 sites. While continuing to survey and treat other plants in Lions Bay, we noticed numerous (>13) additional locations in Lions Bay where Spurge Laurel was present and well-established. It became apparent that Spurge Laurel was far more established in Lions Bay than first thought, including along roads, school grounds and landscaped gardens on private properties. We decided to defer any further mapping and treatment of Spurge Laurel in 2018, as the entire VOLB budget would have been spent on this species if we continued. As a result, there are many Spurge Laurel sites, on a variety of jurisdictions in Lions Bay that remain unmapped and untreated.
 - Recommended approach for 2019:
 1. Dedicated inventory to map the extend of Spurge Laurel in Lions Bay (public and private lands)
 2. Letter drop campaign for infestations found on private lands
 3. Prioritise sites for control on municipal land
 4. Consider herbicide treatment vs mechanical treatment at appropriate sites. Due to the toxicity of the plants, and the amount of protective equipment and clothing required to treat Spurge Laurel, it may make sense to consider herbicide treatment, or a combination of mechanical removal and herbicide treatment (e.g. cut and paint techniques), which would be faster, safer for the crew and likely more effective.
 5. Install educational signage at highly visible Spurge Laurel sites, for example Kelvin Grove Park. Note: SSISC staff have been working on educational signage for Spurge Laurel, and will be in touch with the draft sign design, for comment and input this spring.
- A total of 5 species sites were monitored post treatment to determine efficacy of the treatments. Mechanical treatment of Spurge Laurel, Scotch Broom and Yellow Flag Iris were monitored, as well as chemical control of Giant Hogweed and Japanese Knotweed. At all 5 sites, control methods were over 80% effective with 2 sites showing 100% treatment efficacy.



Removal of Spurge Laurel at Kelvin Grove Park

- Invasive Plants in Landscaped Gardens
 - Yellow Flag Iris was found in the landscaped gardens at the Lions Bay Beach Park, near the playground. The plants appear to have been planted and are well established in the garden (see picture). Yellow flag-iris is a species that was commonly sold in BC, and was popular with landscape architect and horticulturalists in the 90's, until its invasiveness was realised, and the species was added to the Weed Control Act. We have been working with landowners across the region to remove previously planted Yellow-flag iris, and we are seeing excellent efficacy from digging treatments.

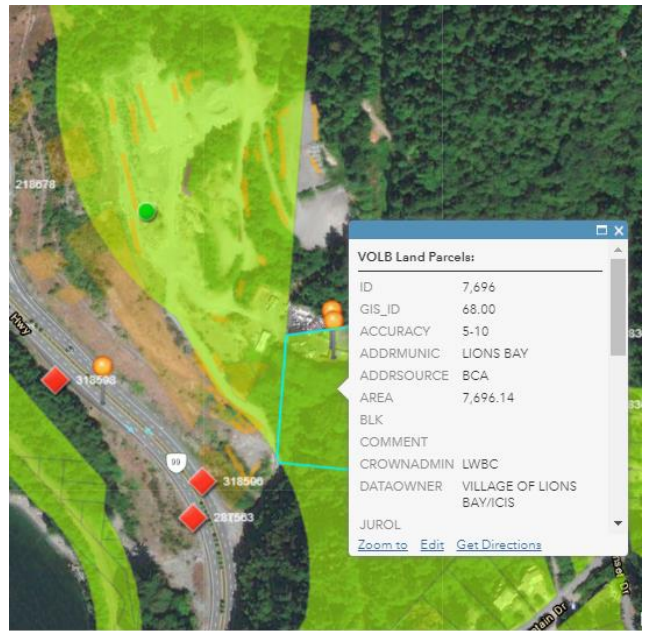


Yellow Flag Iris in garden at Lions Bay Beach Park

- We recommend 2 actions:
 1. The YFI at Lions Bay Beach Park be removed (either by SSISC as part of the 2019 workplan), or by Village of Lions Bay landscaping crews (for discussion). SSISC staff did not remove these plants in 2018, as we were worried about the sizable hole that would have been left behind in the nicely maintained garden, and we wanted to discuss removal options before proceeding.
 2. That Village of Lions Bay public works/landscaping staff attend invasive species training in 2019 (this can be provided free of charge through SSISC's Local Government Partnership Program). It is important for any staff purchasing plants, to be aware of invasive-free options when planting and maintaining gardens. We would be very interested to hold a training workshop for Village of Lions Bay staff, with site visits to show staff the problem plants.
- Fire Training Area SE of Brunswick Gravel Pit
 - The parcel on the SE side of the pit contains a gated-off fire training facility (PIN 7513190). This site was previously monitored and treated under the MOTI Brunswick Gravel Pit site (IAPP ID = 218678) at least twice since 2014. Knotweed has been found both in the training area (among cars and equipment) as well as outside the fence of the facility.
 - This training area was not included in the 2017 Lions Bay inventory. With the movement of fire trucks, equipment and firefighters in this area, there is a large potential for knotweed

to be transported and spread to other areas. It is highly recommended that the Knotweed on this site should be monitored and treated.

- In 2018, while surveying the gravel pit, SSISC crews mapped roughly 2m² of Knotweed. Due to this area being treated many times in the past and a small area of knotweed on site, treatments at this site will likely have a low cost in 2019.
- SSISC will also require a key to enter the training facility. We are currently able to access the MOTI Gravel Pit however we will need an additional key to access the fire training facility.
- Harvey Creek Community Watershed
 - Knotweed was mapped in the Harvey Creek Watershed. We would like to plan to treat the patches of Knotweed. We will need to do a site visit with public works staff to determine the location of wells and water sources within the area to protect any water sources in the area.



Summary of Recommendations and ball-park estimates for 2019:

Priority	Species	Control Method	Cost for existing sites	Cost for Inventory	Cost for New sites
High	Giant Hogweed	Chemical	\$ 762.82		
	Spurge Laurel	To be determined	\$ 1,008.01	\$ 1,500.00	\$ 500.00
	Yellow Flag Iris	Mechanical	\$ 1,498.40		\$ 525.00
	Broadleaved Peavine	Chemical	\$ 300.00		
	Japanese Knotweed	Chemical	\$ 463.14		\$ 400.00
Medium	Common Comfrey*	Chemical	\$ 300.00		
	Scotch Broom	Mechanical	\$ 792.79		
			\$ 5,125.16	\$ 1,500.00	\$ 1,425.00
			\$		8,050.16

*This species was observed during the 2017 inventory, however it was not treated in 2018 due to budget being allocated to higher priority species.

Priorities

1. Continue to monitor and treat known infestations of high priority species such as Giant Hogweed, Spurge Laurel, Yellow Flag Iris, Broadleaved Peavine and Japanese Knotweed on Village of Lions Bay land;
2. Inventory and map Spurge Laurel in Lions Bay on public and private lands;
3. Prioritise and control high priority Spurge Laurel sites on municipal lands;
4. Monitor for and treat any new infestations of high priority invasive species such as Yellow Flag Iris and Japanese Knotweed;
5. If funds allow, monitor for and treat known infestations of medium priority invasive species such as Common Comfrey and Scotch Broom.
 - Note: we anticipate the cost of Scotch Broom control to be lower in 2019 than in the previous year, due to many large, mature plants having been removed in 2018.

We see great value in the partnership between SSISC and the Village of Lions Bay, and hope that we can continue this partnership into 2019 and beyond. Thanks for your support!

Sea to Sky Invasive Species Council

Box 845, Whistler BC V0N 1B0
604-698-8334
ssinvasives@gmail.com
www.ssisc.info



Friday, February 1, 2019

To:
Mayor & Council
Village of Lions Bay
office@lionsbay.ca

RE: Request for Invasive Species Management Funding

Dear Mayor & Council,

Thank you for participating in SSISC's Local Government Partnership Program in 2018 and providing funding to support SSISC's coordination, education and outreach programs.

Thanks to funding from the Village of Lions Bay, and other local and regional governments in the Sea to Sky Region, in 2018 we were able to deliver effective, coordination, education & outreach programs. Some highlights of which include:

- Leveraging local government funding to attract and secure a total budget of over \$412,000 for 2012, which was spent on invasive Species prevention and management actions in the Sea to Sky Corridor;
- Attended 39 events throughout the region, and connected directly with 2602 people;
- Trained >100 people to identify and control invasive species;
- Distributed 1,744 printed and 11,468 electronic information resources (e.g. fact sheets, posters, rack cards, ID guides etc.);
- Launched our new SSISC website, and continued to build new content;
- Raised awareness about invasive species and provided information to social media users through Facebook, Instagram, YouTube and Twitter;
- Built new partnerships, and coordinated invasive species management efforts with the many and varied stakeholders and landowners in the region.

In addition to the grant received to support SSISC's Local Government Partnership Program, we were also able to work with Nai Jaffer to secure funds through the Public Work Department budget to carry out surveys and treatment for high priority invasive plants on municipal lands. This field work is described in a separate report.

We are very grateful for your support thus far, and we are writing to you to request that the Village continue to support our ongoing Invasive Species Local Government Partnership Program in 2019.

As a charitable organization, our programs are funded by a combination of contributions from our Local Government Partnership Program participants, our fee-for-service programs (training and field crew hire programs), and also through grants from government, industry and private foundations. Whilst we have been lucky in the past, we cannot rely on grants to support our work.

For this reason, we request annual funds from all local, regional and first nations governments in the corridor, as these communities directly benefit from the services we provide. **The Village of Lions Bay contributed \$1,500 in 2018, and we ask that that the Village continue this same level of support for 2019.**

Stable, yearly funding is being requested from all local governments in the region to support SSISC's coordination, education and outreach programs. Examples of the kind of services that Partnership Program participants receive include:

- support and advice to staff and residents regarding invasive species identification and recommendations for control and monitoring;

- access to Species Fact Sheets and electronic resources;
- sharing of knowledge and resources;
- maintenance of invasive species inventory and control maps;
- staff training;
- consultation services with Lions Bay staff for the development of disposal recommendations, bylaws, policies and/or planting lists;
- hosting a community weed pull or outreach event; and
- other services mutually agreed upon.

For a relatively small investment we can provide these much needed services region-wide. The idea being, that we can achieve much more through a united collaborative effort, than if each municipality and or regional district tries to go it alone. Some of our partners think of it as cost sharing for the services and resources that their staff would otherwise have to provide.

We hope you see value and merit in our work, and that you will consider the request for funding in your budget planning process.

Note: We will continue to work with Nai Jaffer in 2019 to determine an appropriate fee-for-service agreement for the control of high priority invasive plants on municipal lands. This fee for service agreement is separate to this grant request.

If you have any questions, please contact me anytime.

Warm regards,



Clare Greenberg
Executive Director
Sea to Sky Invasive Species Council

RECEIVED
JAN 28 2019
 pd \$75- Cash
 890426



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

Tree Cutting Application Form

All fields must be completed

Applicant's Full Name: <i>Limited Edition Realty</i> JORGE GRAHAM	
Address: [REDACTED]	
Phone: [REDACTED]	Email: [REDACTED]
Arborist/Contractor Name: <i>George Amos Tree Care Inc.</i>	
Phone: <i>778-836-7960</i>	Email: <i>george@georgeamostreecare.com</i>

Office Use Only	Tree Application Number: <i>#92</i>
Received by: <i>S. Lovel</i>	Date: <i>Jan 28/19</i>
Amount Paid: <i>\$75-</i>	Cash or Cheque: <i>cash 890426</i>
Application Complete? (Y/N) <i>Yes.</i>	If no, reason: <i>/</i>
Date referred to Public Works: <i>Date to P. De Jong:</i>	Date returned by Public Works: (See attached comments)
Date Application to Tree Ctte:	Meeting Date:
Agenda forwarded to Tree Ctte:	Minutes received from Tree Ctte:
Council Agenda Date:	Council Decision:
Parties Notified:	Received Damage Deposit: Name of Arborist/Contractor:
Date of Letter Notifying Applicant of Decision: (March 1-July 31: Arborist Certification Required)	Proof of WorkSafe Certificate: Proof of Insurance (\$5 mil/VoLB Add'l Insured):
Permit Issued:	Post-work check by Public Works:
Damage Deposit Returned:	If not, reason:



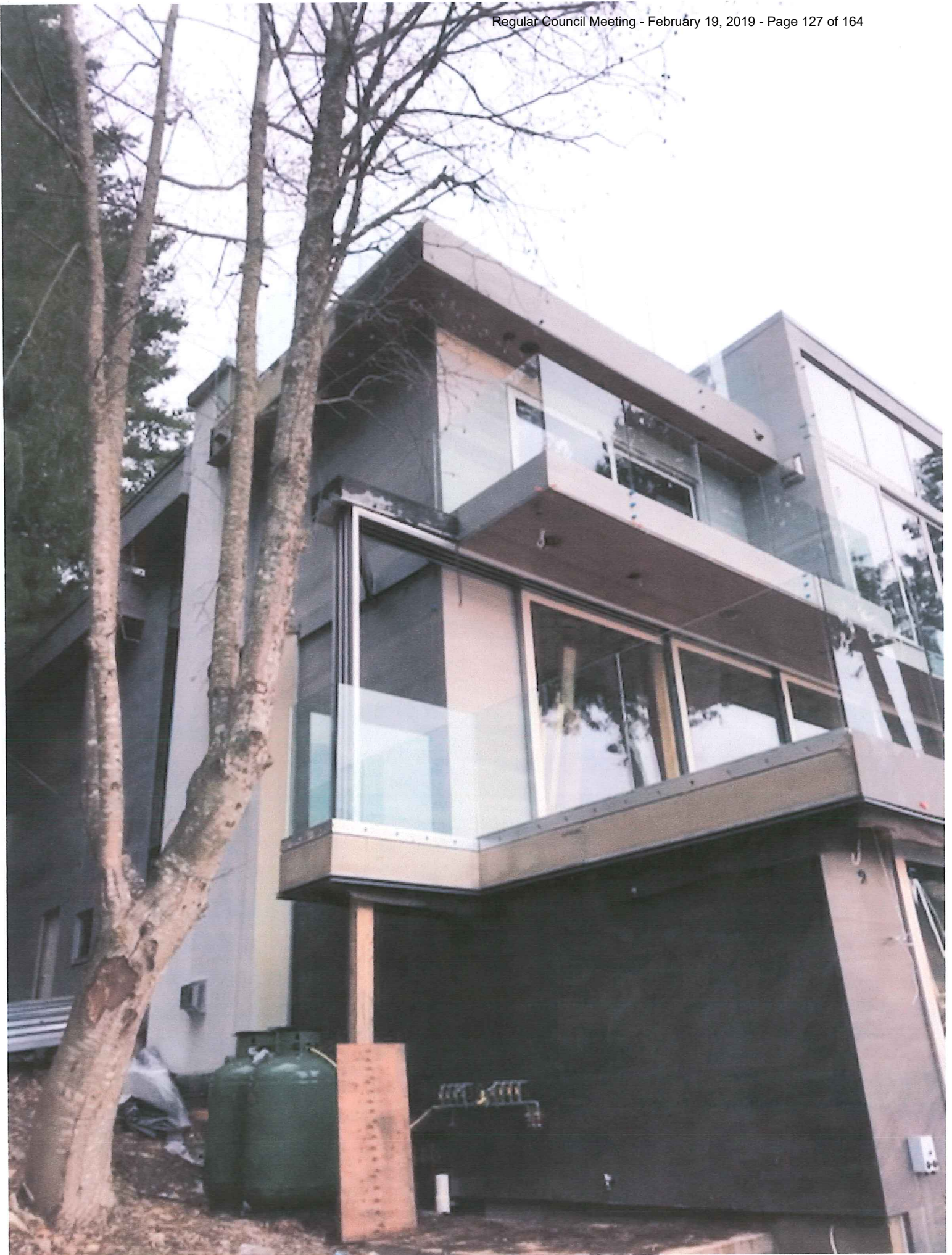
THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Species/Description of Tree(s): <p>Alder</p>
Location of Tree(s): <u>61 Brunswick Beach Rd.</u> (<u>At North West corner of house.</u>)

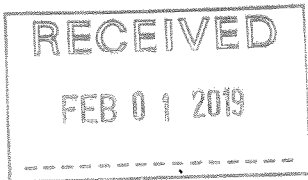
*Trees must be clearly marked with marking tape in time for the Trees, Views and Landscapes Committee's site visit.

Reason for Removal: <input checked="" type="checkbox"/> Too close to property (foundation, garage, fence, etc.) <input type="checkbox"/> Dead, dying or diseased <input type="checkbox"/> Unattractive <input type="checkbox"/> Blocking sunlight <input type="checkbox"/> Attracting wildlife	<input type="checkbox"/> Interfering with infrastructure (roads, sidewalks, etc.) <input type="checkbox"/> Leaves causing problems <input type="checkbox"/> Blocking site access <input type="checkbox"/> Affecting house value <input checked="" type="checkbox"/> Hazardous <input type="checkbox"/> Interfering with view
Please provide additional comments which may be useful: <p>Tree is dangerously close to house. May cause damage to house or injury to residents.</p>	
Replanting Plan, if any (please include anticipated timeframe for completion):	









Public Works Tree Cutting Referral Comments

Tree Cutting Application Number:	#92
Name of Applicant:	Limited Edition Realty Jorge Graham
Address of Applicant:	61 Brunswick Bench road
Location of Tree(s):	NW corner of property
Clearly on Municipal Land: (Y/N) (If no, survey required at applicant's cost)	(N)
Location in Relation to Municipal Infrastructure (Present & Future):	Not near any present or future municipal infrastructure
Location in Relation to Others' Infrastructure (Telus / Hydro Lines, etc.):	Not near infrastructure
Slope Stability Considerations:	None
Replanting Required (Y/N) and recommendations, if any):	
Other Considerations / Comments:	
Attachments (Y/N and Description):	

K. McAllone Jan 31/2019

Minutes of the Tree Committee meeting

February 14th, 2019

On-site @ 61 Brunswick Beach Road - #92

In attendance; Chair, Simon Waterson, Jay Barber and Mike Jury.

1. The meeting was called to order at 09:32 am.
2. Simon Waterson was appointed Recorder for the meeting.
3. The Agenda was approved unanimously.
4. Public Participation – none.
5. The minutes from the previous meeting on November 29th, 2018 were approved unanimously.
6. Old Business; None.
7. New Business; None

- a. Tree Application #92 – 61 Brunswick Beach Road - moved by Jay Barber; Seconded by Simon Waterson, that:

As requested, the applicant is permitted to carry out work as requested in the application, in accordance with the captioned photographs submitted with application #92.

Clean up and remove of all associated debris.

8. Adjournment; - The meeting adjourned at 9:45 am.

Simon Waterson

Recorder

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Utility User Rate Amendment Bylaws No. 557, 558 and 559		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	February 12, 2019	Version	
Issued for	February 19, 2019 Regular Council Meeting		

RECOMMENDATION

THAT the following bylaws be adopted:

1. Water Rates and Regulations Bylaw No. 2, 1971, Amendment Bylaw No. 557, 2019
2. Sewer User Rates Bylaw No. 122, 1984, Amendment Bylaw No. 558, 2019
3. Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 559, 2019

ATTACHMENTS

1. Bylaws No. 557, 558 and 559 as set out above.

KEY INFORMATION

At the January 22, 2019 Regular Council Meeting, staff were directed to prepare the water, sewer and solid waste utility user rate bylaws in accordance with the draft budgets presented to Council indicating the revenue required for each service. Three readings were given at the February 5, 2019 Regular Council Meeting.

OPTIONS

1. Approve the recommendations above and adopt the bylaws;
2. Rescind third reading of one or more of the bylaws, amend and then re-read a third time;
3. Refer one or more of the bylaws back to staff for revisions.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

FOLLOW UP ACTION

Assuming the bylaws are adopted, the utility notices will be prepared based upon the user rates in the adopted bylaws and mailed to residents at the end of February.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Water Rates and Regulations Bylaw No. 2, 1971, Amendment Bylaw No. 557, 2019

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

Water Rates and Regulations Amendment Bylaw No. 557, 2019

A bylaw to amend Water Rates and Regulations Bylaw No. 2, 1971

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 “Water Rates and Regulations Bylaw No. 2, 1971, Amendment Bylaw No. 557, 2019”.
2. Schedule “A” attached to Bylaw No. 2, 1971, as amended, is hereby deleted and the attached Schedule “A” is substituted therefore.
3. This bylaw shall take effect upon adoption.

READ A FIRST TIME	February 5, 2019
READ A SECOND TIME	February 5, 2019
READ A THIRD TIME	February 5, 2019
ADOPTED	xxx

Mayor

Corporate Officer

**Certified a true copy of Water
Rates and Regulations Bylaw No. 2, 1971
Amendment Bylaw No. 557, 2019
as adopted.**

Corporate Officer

SCHEDULE "A"**Attached to and forming
part of Bylaw No. 2, 1971, as amended****WATER USER RATES****Prompt Payment Discount**

1. Single Family Residence	\$1,579.20 per year	2.0%
2. Condominiums, Apartments	\$1,579.20 per year	2.0%
3. Businesses – Store/Café	\$4,137.00 per year	2.0%
4. Businesses – Marina	\$4,137.00 per year	2.0%
5. Businesses – Other	\$1,086.75 per year	2.0%
6. Schools	\$4,137.00 per year	2.0%



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Sewer User Rates Bylaw No. 122, 1984, Amendment Bylaw No. 558, 2019

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

Sewer User Rates Amendment Bylaw No. 558, 2019

A bylaw to amend Sewer User Rates By-law No. 122, 1984

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

1. This Bylaw is cited for all purposes as “Sewer User Rates Bylaw No. 122, 1984, Amendment Bylaw No. 558, 2019”.
2. Schedule “A” attached to Bylaw No. 122, 1984, as amended, is hereby deleted and the attached Schedule “A” is substituted therefore.
3. This bylaw shall take effect upon adoption.

READ A FIRST TIME	February 5, 2019
READ A SECOND TIME	February 5, 2019
READ A THIRD TIME	February 5, 2019
ADOPTED	xxx

Mayor

Corporate Officer

**Certified a true copy of
Sewer User Rates Bylaw No. 122, 1984,
Amendment Bylaw No. 558, 2019 as adopted.**

Corporate Officer

SCHEDULE "A"

**Attached to and forming
part of Bylaw No. 122, 1984, as amended**

SEWER USER RATES

Prompt Payment Discount

- | | | |
|----------------------------|-------------------|------|
| 1. Single Family Residence | \$840.42 per year | 2.5% |
|----------------------------|-------------------|------|



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



**Garbage and Recycling Collection Bylaw No.
455, 2013, Amendment Bylaw No. 559, 2019**

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

Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 559, 2019

A bylaw to amend Garbage and Recycling Collection Bylaw No. 455, 2013

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 “Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 559, 2019”.
2. Schedule “A” attached to Garbage and Recycling Collection Bylaw No. 455, 2013, as amended, is hereby deleted and the attached Schedule “A” is substituted therefore.
3. This bylaw shall take effect upon adoption.

READ A FIRST TIME	February 5, 2019
READ A SECOND TIME	February 5, 2019
READ A THIRD TIME	February 5, 2019
ADOPTED	xxx

Mayor

Corporate Officer

**Certified a true copy of
Garbage and Recycling Collection
Bylaw No. 455, 2013, Amendment
Bylaw No. 559, 2019, as adopted.**

Corporate Officer

SCHEDULE "A"

**Attached to and forming
part of Bylaw No. 455, 2013, as amended**

	Garbage, Recycling and Green Waste		Annual Charge	Prompt Payment Discount
1	Single Family Residences	Garbage, Recycling and Organics	\$340.00	3.5%
2	Strata Condominiums (Crosscreek Road)	Garbage, Recycling and Organics	\$340.00	3.5%
3	Strata Apartments (350 Centre Road)	Recycling Only	\$153.00	3.5%
4	Businesses – Store/Café	Recycling Only	\$1,380.00	3.5%
4	Businesses - Other	Recycling Only	\$153.00	3.5%

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VILLAGE OF LIONS BAY

Incoming Correspondence - February 19, 2019

General Correspondence:

- G-1: Lions Bay Beach Park Grant - MP Goldsmith-Jones (Page 1)
- G-2: Lions Bay Beach Park Grant - MLA Sturdy (Page 2)
- G-3: Community Budget Consultation Feedback (Page 3)
- G-4: New Funding Opportunity - 2019 Vision Zero Seed Grants (Page 4)

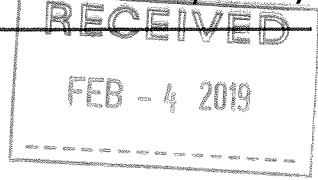
Resident Correspondence:

- R-1: Christine Taylor - Library (Page 5)
- R-2: Stuart Hood - Community Police Officer (Page 6)
- R-3: Pat Craig - Lions Bay Beach Park Renewal (Page 7)
- R-4: Jaime Cunliffe - Kelvin Grove Treatment Facility (Page 13)
- R-5: Tibor Zombori - Kelvin Grove Wastewater Treatment Plant (Page 15)
- R-6: Cam Mehlenbacher - Septic or Sewer (Page 18)



Pamela Goldsmith-Jones

Member of Parliament
West Vancouver - Sunshine Coast - Sea to Sky Country



January 23, 2019

François-Philippe Champagne, P.C., M.P.
Minister of Infrastructure and Communities
House of Commons
Ottawa, ON K1A 0A6

VILLAGE OF LIONS BAY
FILE TO I/C ✓
FILE TO PROPERTY FILE
OTHER

Dear Minister Champagne,

Re: Support for Village of Lions Bay Application - Canada-British Columbia Investing in Canada Infrastructure Program (Community, Culture and Recreation Stream)

I write in full support of the Village of Lions Bay in their application under the Investing in Canada Infrastructure Program's Community, Culture and Recreation stream for \$785,000 for the revitalization of Lions Bay Beach Park (LBBP).

The Lions Bay Beach Park Revitalization Project involves the renewal of one of Lions Bay's most precious community jewels. The most significant improvement involves the replacement of the aging and inadequate washroom bunker with a new, accessible facility meeting the needs of the community and the many visitors to the park from around the region. The LBBP renovation is an important project that brings the community together. Throughout the year, the park is utilized for community functions such as the Canada Day celebration, the Firefighters' Day event and the Halloween Fireworks. This project will achieve federally desired outcomes to improve access to, while increasing the quality of cultural, recreational and community infrastructure for residents of Lions Bay, including accessibility challenged persons.

This important community project's completion would coincide with the 50th Anniversary Celebration for the Village of Lions Bay in 2021. Thank you for your consideration.

Sincerely,

Pamela Goldsmith-Jones, M.P.
West Vancouver-Sunshine Coast-Sea to Sky Country

cc: Mayor and Council, Village of Lions Bay

Confederation Building, Room 583 | 6367 Bruce Street
Ottawa, ON K1A 0A6 | West Vancouver, BC V7W 2G5
Tel: 613 947 4617 Fax: 613 947 4620 | Tel: 604 913 2660 Fax: 604 913 2664

pam.goldsmith-jones@parl.gc.ca
www.pgoldsmithjones.ca



LEGISLATIVE ASSEMBLY

of BRITISH COLUMBIA

Jordan Sturdy MLA West Vancouver - Sea to Sky

Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Local Government Infrastructure and Finance Branch
939 Stn Prov Gov't
V8W 9T1

Dear Minister Robinson,

RE: Lions Bay: Investing in Canada Infrastructure Program - British Columbia - Community, Culture and Recreation Infrastructure

This letter confirms my support for the recent application by the Village of Lions Bay for funding from the Community, Culture and Recreation Fund.

The beach park at Lions Bay is an important community amenity but it is dated and in need of improvement. Funding would specifically be directed to updating the beach park which has seen dramatic increases in usage in the last few years from visitors to the Sea to Sky corridor as well as residents.

Completing the park upgrade would align with several other initiatives the community is planning for the 50th Anniversary Celebration for the Village of Lions Bay.

If there is any other information I can provide for you or staff to support the application by Lions Bay please let me know.

Sincerely,


Jordan Sturdy
MLA, West Vancouver – Sea to Sky

C.c. Mayor Ron McLaughlin, Village of Lions Bay
C.c. Peter De Jong, CAO, Village of Lions Bay
C.c. Liam Edwards, Executive Director, Local Government Infrastructure and Finance

West Vancouver - Sea to Sky Constituency Office

6650 Royal Avenue
West Vancouver BC V7W 2B8
T 604-922-1153 F 604-922-1167
jordan.sturdy.mla@leg.bc.ca

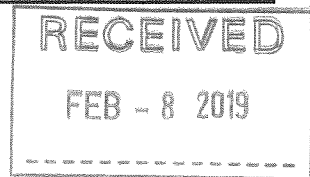
Legislative Office

Room 201 Parliament Buildings
Victoria BC V8V 1X4
T 250-387-3445 F 250-387-9100

Pamela Goldsmith-Jones

Member of Parliament

West Vancouver - Sunshine Coast - Sea to Sky Country



January 31, 2019

The Honourable Bill Morneau, P.C., M.P.
Minister of Finance
House of Commons
Ottawa, ON K1A 0A6

VILLAGE OF LIONS BAY
FILE TO I/C
FILE TO PROPERTY FILE
OTHER

Dear Minister Morneau,

Re: Community Budget Consultations Feedback

Thank you for taking the time to hear the concerns of Canadians around the country. I have conducted two broad pre-budget consultation town hall meetings - one with students at Howe Sound Secondary and another with the general public. The students' priorities are:

- The environment
- Cost of healthcare
- Cost of post-secondary tuition

The general public remains focussed on the cost of housing and public transportation.

Additionally, there are eight municipalities in my riding. I can confirm that all eight mayors, all newly elected, are unanimous in their support for our continued investment in clean infrastructure.

Sincerely,

Pamela Goldsmith-Jones, M.P.
West Vancouver-Sunshine Coast-Sea to Sky Country

cc: Mayor and Council, Resort Municipality of Whistler
Mayor and Council, Village of Pemberton
Mayor and Council, Village of Lions Bay
Mayor and Council, District of West Vancouver
Mayor and Council, District of Squamish
Mayor and Council, Town of Gibsons
Mayor and Council, District of Sechelt
Mayor and Council, District of Lillooet
Heather Lafreniere, Howe Sound Secondary School

Confederation Building, Room 583 | 6367 Bruce Street
Ottawa, ON K1A 0A6 | West Vancouver, BC V7W 2G5
Tel: 613 947 4617 Fax: 613 947 4620 | Tel: 604 913 2660 Fax: 604 913 2664

pam.goldsmith-jones@parl.gc.ca
www.pgoldsmithjones.ca

From: [Community Investments \[VC\]](#)
Subject: New Funding Opportunity - 2019 Vision Zero Seed Grants
Date: Monday, February 4, 2019 11:16:07 AM

Good morning!

Vancouver Coastal Health in partnership with the Public Health Association of BC is pleased to announce **Vision Zero Seed Grants in support of road safety projects.**

Local governments (municipalities, regional districts, First Nations) in the Vancouver Coastal Health region are invited to apply. Community organizations may work in partnership with local governments or be engaged in project activities, though project applications must be submitted through a local government.

Individual grants are anticipated to range from \$3,000 to \$15,000, with a median value of \$5,000. Exceptional projects will be considered for funding up to \$15,000. Activities and expenditures for successful VCH Vision Zero Seed Grants are to be completed between June 1st, 2019 and June 30th, 2020.

The deadline to submit completed applications is March 31st, 2019. Please note that applicants are strongly encouraged to discuss proposal ideas with the appropriate VCH Healthy Communities Lead or Aboriginal Health Lead prior to submitting their proposal. Contact information is listed in the application form.

For further information, or to apply, please visit www.vch.ca/grants. Resources, including the BC Community Road Safety Toolkit, are referenced in the application form.

Please feel free to contact VCH Community Investments at (604) 714-3780 or Community.Investments@vch.ca should you have further questions.

Sincerely,

Community Investments | Population Health

Vancouver Coastal Health

520 West 6th Avenue, 2nd Floor

Vancouver, BC V5Z 4H5

Tel: 604.714.3780

Fax: 604.874.7518

From: [Shawna Gilroy](#)
To: [Shawna Gilroy](#)
Subject: FW: FROM CHRISTINE TAYLOR
Date: Wednesday, February 13, 2019 11:36:25 AM

From: Christine Taylor
Sent: Saturday, February 2, 2019 7:59 AM
To: Council @ Lions Bay
Subject: [POSSIBLE SPAM] FROM CHRISTINE TAYLOR

Hi:

My husband and I moved to Lions Bay a couple of years ago. I would like to ask why there is no umbrella agreement with West Vancouver re: Library services. Because the library closed here, I went into the West Vancouver Library to take out a membership but was told that I would have to pay \$50 for the privilege. I would not have minded if this was a one time fee but was told that I would have to pay this amount every year which is a little outrageous. I may as well go out and buy books.

Would it be possible for you as the council to approach West Vancouver regarding this issue. Thank You.

Regards, Christine Taylor

From: [Ron McLaughlin](#)
To: [Peter DeJong](#); [Municipal](#); [Council @ Lions Bay](#); [REDACTED]
Subject: Fw: Community Police Officer
Date: Sunday, February 10, 2019 11:42:10 AM

Good morning Stuart. Thank you very much for taking the time to write in to us. As I mentioned in my Friday VU article there has been very little correspondence that has come in to us from our residents in 3 months and your feed back is welcome. Your email will be in the correspondence area of our next Council meeting on the 19th. There is no certainty on a Community Police Officer (CPO) and everything to date is prep work at this point. It is timely that your note came in just now as the CPO is a budget discussion as well which will take place on the latter date. Consideration of cameras has been done before and we will have to look for the documentation. You can expect a more formal reply to your note after the Council meeting.

As to our Councillors writing in the VU, I am glad this is welcomed. I hope they will continue to contribute to the VU every second week.

The quiet behind the scenes but important work that you and Heather have and continue to do for the Community is greatly appreciated. Thank you.

Warm regards,

Ron McLaughlin

Mayor

The Village of Lions Bay

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

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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From: Hood in lions bay [REDACTED]
Sent: Saturday, February 9, 2019 10:19 AM
To: Ron McLaughlin
Cc: Peter DeJong; Council @ Lions Bay
Subject: Community Police Officer

Hi Ron

In recent village updates you asked for better ways to get feedback so I thought I would provide some. I find the village updates a very good way of communicating with the village, I personally read it every week as does my wife so one email reaches 2 people. So thank you for the communication and please continue to keep it coming I feel like it keeps me informed on what is going on and would be happy to see more of it. It would be great to hear from more of the councillors through this channel as we have started to see in some recent editions.

In recent weeks you have been discussing the community police officer and this week it seems to be moving forward with some certainty. The idea of the village spending an additional \$40,000 on this is something I am opposed to. I don't believe it will have any real impact on the kind of crime we see in the village which frankly is very low, we are block watch captains up here on timbertop so also read all these reports like for December ..."A crime free month in Lions Bay" January..."another quiet month" what would this police officer be doing during these times? Its a hefty price tag given our limited tax base. There are far more important things to spend our money on. I would be interested to know how many people think this is a wise use of funds and how council came to the conclusion that we should proceed with this.

When people hear of crime like the post office theft I'm sure they think it would be good to have more policing, its never a bad thing, but how many people stop to consider the cost. My point is I don't think a semi retired police officer driving around the village or sitting in the office at the Hall during the day will deter or even catch anyone or for that matter have prevented crimes of this nature. We would be better to put up surveillance cameras at the entry and exit points to the village and on municipal properties so we can check licence plates of vehicles coming and going after a crime. Encouraging people to put up cameras on their homes, technology is getting better and cheaper and is a much greater deterrent than any part time cop that can only ever be in one place at a time. How about a recommendation from someone on what is the best value security camera for home owners. How many security cameras could \$40,000 buy? I would urge you to reconsider this initiative and would like to hear back on how consensus was reached, maybe you can point me to some previous correspondence. As recommended in your recent village update on communication I have copied all of council so its on the record.

Thank you to you and council for all you do, I know its a tough and under appreciated role so please accept my correspondence as feedback and not criticism.

Stuart Hood

[REDACTED]
[REDACTED]

From: [Ron McLaughlin](#)
To: [REDACTED]; [Peter DeJong](#)
Cc: [Council @ Lions Bay](#); [Municipal](#); [Shawna Gilroy](#)
Subject: Re: LB beach park renewal
Date: Sunday, February 3, 2019 9:42:49 AM

Hi Pat. Your note will be added into correspondence. Thank you for your point of view that is not lost on anyone.

In the past I have offered that you give me a call. Your response was that you preferred not to do this, rather follow Council activities and make comment electronically.

My home # is [REDACTED]. I am offering again that you call me. I am home today and suggest you act on the offer. I am pretty sure you will find our conversation results in you sleeping better at night.

Regards,

Ron McLaughlin

Mayor

The Village of Lions Bay

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

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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From: Patrick Craig [REDACTED]
Sent: Saturday, February 2, 2019 8:31 AM
To: Peter DeJong
Cc: Council @ Lions Bay
Subject: Re: LB beach park renewal

Peter

There is not a dispute here over a beach park upgrade but rather the \$value and timing. A \$30k bathroom upgrade would be sufficient to pull this Village through.

The point I'm trying to get at is that LB have invested in an infrastructure plan. LB has yet to deliver on that plan. LB is again hoping to deliver on a second Community Infrastructure

Project that was not identified on any infrastructure plan. LB are therefore draining reserve funds.

Next will be a new works yard (likely contaminated site and adjacent to a substation - I'll sell out before that disaster) and upgrades to the Klatt Hall as have been suggested. We can't afford any more "pie in the sky" ideas such as a future KB desalination plant.

We can't all be so selfish about what we would like to have. We need to make drainage issues a priority or there will be no future need for an OCP in this Village as we can't access our properties.

On Friday, February 1, 2019, Peter DeJong <cao@lionsbay.ca> wrote:

Hello Pat:

Exclusion from the Terms of Reference for the AECOM IMP report does not mean that other infrastructure such as parks infrastructure isn't also very important for the Village of Lions Bay. Similar examples of infrastructure excluded from the report would include the Municipal Offices and Broughton Hall, the Dale Klatt Fire Hall and Ambulance Building, and the Frank Smith Public Works Building. Without these other critical assets, the community would be severely handicapped and many residents would've likely decided not to live here without such assets due to a substandard quality of life. Attracting families to live in Lions Bay and support our school and other valued community assets is part of our OCP and Council's Strategic Planning Priorities.

Council also recognizes that 77% grant funding opportunities are not the norm historically and, with one or more senior government elections on the horizon, may not be available again any time soon. These are not monies that would otherwise be spent on water, sewer and roads projects. Those infrastructure projects require at least 50% grant funding to be at all economically feasible and the loan authorization bylaw approved by referendum in 2016 was also clear on that concept. The Municipality has applied for each of the infrastructure grant intakes, with approval on the first and an unknown result on the second. We will be ready with shovel ready plans for the third such intake, expected in Spring 2019, and will continue to apply for grants in respect of infrastructure needs identified in the IMP. One of our objectives with these grants is to combine opportunities to improve water, storm drainage and roads so that we are not faced with digging up the same section of road more than once. It should also be noted that grant programs do not support exclusive improvements to roads – they must be captured within the rebuild after the primary purpose (eg: watermain replacement).

I know you and many others, including Council and staff, are passionate about the need to improve the infrastructure deficit identified in the IMP. We are always looking to advance this goal at every opportunity (see for example, the Oceanview drainage item on the pending February 5th Agenda), but will still consider other core infrastructure vital to Villagers' way of life in Lions Bay. Again, thank you for your valued feedback on these matters.

Peter DeJong, BA, LLB, CRM
Chief Administrative Officer



The Municipality of the Village of Lions Bay www.lionsbay.ca
PO Box 141, [400 Centre Road, Lions Bay, BC V0N 2E0, Canada](#)
Village Office (604) 921-9333 | Fax (604) 921-6643

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From: Patrick Craig [mailto:████████████████████]
Sent: Friday, January 18, 2019 7:13 PM
To: Peter DeJong <cao@lionsbay.ca>
Cc: Council @ Lions Bay <council@lionsbay.ca>
Subject: Re: LB beach park renewal

Thanks Peter

I guess then by the answer to question 1&4 that this is not critical infrastructure, as was addressed by the AECOM infrastructure report. My concern is why this would then take precedence over critical infrastructure. Taxpayer dollars on critical infrastructure should be a priority for this Village. A structured decision making process by a Professional Project Manager would likely afford this conclusion.

I welcome you to walk the LB streets with me in the next storm cycle to observe flows.

How very disappointing.

On Friday, January 18, 2019, Peter DeJong <cao@lionsbay.ca> wrote:

Hello Pat:

Thanks for your email below. Replies are provided inline.

Peter DeJong, BA, LLB, CRM
Chief Administrative Officer



The Municipality of the Village of Lions Bay www.lionsbay.ca
PO Box 141, [400 Centre Road, Lions Bay, BC V0N 2E0](#), Canada
Village Office (604) 921-9333 | Fax (604) 921-6643

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From: Patrick Craig [mailto:████████████████████]
Sent: Saturday, December 08, 2018 4:23 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Council @ Lions Bay <council@lionsbay.ca>
Cc: Peter DeJong <cao@lionsbay.ca>
Subject: LB beach park renewal

Please provide reference to Lions Bay Beach park recommendation for repairs/renewal found within the recent Lions Bay infrastructure report completed under last Council term.

As you likely know, the Infrastructure Master Plan prepared by AECOM did not examine or address municipal infrastructure or assets other than those related to the potable water system, the sewer system, drainage, and roads & bridges.

Please provide results of Lions Bay Beach Park renewal survey, citing yes VS no results, to support Lions Bay Beach Park renewal decision by Council.

Please see https://www.lionsbay.ca/sites/2/files/docs/community/Parks/lbbpac_com.pdf, which includes a link to the survey questions and results.

Please provide status/results of a structured decision-making process, as applied to Project Management Systems for decision making, to effectively draw such conclusion to advance the Lions Bay Beach Park renewal. If not undertaken, why not?

The linked document above includes a link to the Terms of Reference for the Lions Bay Beach Park Advisory Committee, noting the rationale for its creation and the process that would be used to provide for community consultation and recommendations to Council.

Please outline methods to avoid a similar situation as Lions Bay did so with the Village Hall renewal.

Issues requiring repair, renewal or replacement were identified during the LBBPAC process, consultation with the community took place via survey and then again via

requested feedback on draft plans formulated with preliminary pricing and, once a final check back with the committee and those members of the public that were engaged enough to provide feedback, grant funding was identified and cost estimates were updated for the purposes of grant submission, which will be done by January 23, 2019. The Lions Bay Beach Park Revitalization Project is modest in scope and will either be approved for grant funding or not. If not, Council will need to determine options for the community at that point in time.

Will a copy of the Lions Bay Infrastructure report be appended to the grant application being submitted for the Lions Bay Beach Park renewal? If not, why?

The IMP will not be appended to this grant application for the reasons set out in my response to your first question.

Pat

Thank you for your interest in this project.

Peter DeJong

From: [Shawna Gilroy](#)
To: [Shawna Gilroy](#)
Subject: FW: KG Treatment Facility -- correspondence
Date: Wednesday, February 13, 2019 12:07:43 PM

From: Jaime Cunliffe
Sent: Saturday, February 9, 2019 2:42 PM
To: [REDACTED]
[REDACTED]
[REDACTED]
Cc: Ron McLaughlin
Subject: KG Treatment Facility

Hello Neighbours,

For privacy reasons, I need to correspond through my Council email, while a concerned resident of Kelvin Grove as well, I do need to be mindful of Freedom of Information which could expose my personal emails.

I echo many of the concerns outlined by Paula & Bruce, Jim, Rod and Dale. I have always wondered why Kelvin Grove residents were the only residents to pay a sewer levy, it does seem divisive. I raised this concern at the February 5th Council Meeting. Staff advised me that many Municipalities do this same thing, our closest example is West Vancouver. It is common for Municipalities to tax residents on services that are specific to certain neighbourhoods etc.

What has become abundantly clear to me is a failure of past Councils to communicate to the residents of Kelvin Grove on how the sewer services work, what the life span of the treatment facility is, when the replacement of this system will be required, and what the cost may be to its users. This is as new to me as it is to all Kelvin Grove Residents.

I agree that there must be some ways to mitigate the cost involved in replacement of the treatment facility. Council has stated that any development in Kelvin Grove would be contingent on replacement of the existing facility. It is too bad that during the public consultation on the proposed development for upper Kelvin Grove a year ago, the health and lifespan of our treatment system was not addressed, and communicated.

If anyone would like to chat further about this situation I welcome the opportunity. This situation affects us all, and I would certainly like to explore all options on how to move forward from here.

Jim- to your question of the rest of the Village and Brunswick, every residence is on a private septic system. There is no raw sewage being pumped into the ocean. That being said, I can not speak to aging septic systems in close proximity to the ocean that may be failing.

Best,

Jaime

[REDACTED]

[REDACTED]

From: [Shawna Gilroy](#)
To: [Shawna Gilroy](#)
Subject: FW: Village Update - KG WWTP
Date: Friday, February 15, 2019 1:11:15 PM

From: ty Giovanni <[REDACTED]>
Sent: Wednesday, February 13, 2019 4:30 PM
To: Ron McLaughlin
Cc: [REDACTED]
Subject: Re: Village Update - KG WWTP

Dear Mayor and Fellow Lions Bay-ers,

I have no problem sharing my opinion, to whom ever is interested in the subject, or for improving our life while saving \$. Life is all about gaining pleasure and avoiding pain I have red your PDF communique on the sewer questions. I for one 100% disagree with point no 2.

"Eventually, repairs become unfeasible due to financial impracticality or non-existent parts, or both."

as I stated before the current system WAS REPLACED! just a few years ago. We can expect an other 30+ year life out of this one with proper maintenance, as it a fairly simple "macerator" marine gear setup, parts are widely available in any marine gear supplier, luckily we live close to one of the largest harbor in the world!

As for future requirements, we have been paying 70.000/year in sewer fees, for ages, where is that \$? Should not have been part of that put a side for a rainy day fund so down the road we will have the means to repair/replace? Was not any bylaw enacted for that provision?

"As well, the regulatory environment dictated by higher orders of government changes and treatment requirements become stricter. "

I also strongly oppose to pay for some study that will tell us what we already know. When the day really comes that we need to act, we can ask a bunch of potential contractors to give us estimates what needs to be done. Scaring us into spending because of non existent "regulatory environments dictated by higher orders" is just wrong.

As for 35 Kelvin that is a prime example how not to do things, the prep was supposed to take a week, but the village changed design multiple times while the work was being done, so the finished project was dug up 3 times, so it turned into a 3 week \$150.000 cost on a parcel, that we are lucky if we get out even that. I know that the village is trying to sell it for a million, but that is delusional, for a parcel of land that is 70 degrees steep and 20 ft wide, it is a bus stop and HWY exit. The neighboring LOT#50 that is 2x wider, less steep, and has a landing sold for \$250K and still not being built on.

If any of you need any help, don't hesitate to contact me.

Best regards.

Tibor Zombori

[REDACTED] Kelvin Grove.

From: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>

Sent: Tuesday, February 12, 2019 11:31 AM

To: ty Giovanni

Cc: [REDACTED]
[REDACTED]
[REDACTED]

Peter DeJong; Naizam Jaffer

Subject: Re: Village Update - KG WWTP

<https://www.lionsbay.ca/government/news/kelvin-grove-wastewater-treatment-plant-replacement-faqs>

Dear Ty:

Late yesterday the Village posted the attached document on the home page of our website under Village News. I am replying to those who have sent me emails and ask you to review the information. Please refer anyone you may speak with about this topic to the FAQs. In this Friday's Village Update we will include a link to this information.

For you to consider is whether or not you would like your email (address redacted) to become part of the Village's official correspondence and available for the public to see. Please advise me if you would and it will appear in the correspondence section of the agenda of the Council's next meeting (19th.)

Hopefully this information will help everyone engage in thoughtful, considerate discussions on these matters. I think it's important to convey that Council is not jumping to any conclusions and need to receive the study to help understand options and costs.

The Public Works Manager along with the Village Chief Administration Officer have been copied. If there is any chance that hard to obtain parts can be sourced sooner, your suggestion will be explored.

Regards,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada
Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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From: ty Giovanni <[REDACTED]>

Sent: Tuesday, February 12, 2019 10:20 AM

To: Ron McLaughlin

Cc: [REDACTED]
[REDACTED]
[REDACTED]

Subject: Fw: Village Update

Dear Mayor,

I would like to respond to you posting regarding the Kelvin Grove septic system.

In my professional opinion we do not need an/any company for 70K\$ to tell us what we need for 200+\$K.

Most people do not know but the current system was completely replaced just a few years ago (took pictures when it was done), and it consists of a 20 ft long steel axle turning on 2 bearings, containing a few dozen of plastic discs, the whole thing is driven/turned slowly by a chain and a big electric motor. If and when that needs to be replaced again MANY YEARS FROM NOW that is NOT \$200K! in the mean time if any of the bearings, the chain or the electric motor needs servicing it is beyond me why we have to wait for parts for weeks it is a simple marine gear setup widely available in any harbor (Vancouver being one of the largest in the world).

Tibor Zombori

[REDACTED] Kelvin Grove Way.
[REDACTED]

From: [Shawna Gilroy](#)
To: [Shawna Gilroy](#)
Subject: FW: Septic, or Sewer?
Date: Wednesday, February 13, 2019 12:58:27 PM

-----Original Message-----

From: CAM MEHLENBACHER [REDACTED]
Sent: Saturday, February 09, 2019 9:20 PM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Septic, or Sewer?

Hi Ron

Saw your notes in the Village Update regarding upgrades to the Kelvin Grove Sewer system.

We live at 200 Panorama Rd, and are hoping we may be able to tap into this!

So far we have spent about \$7,000 on surveys and design for our new septic system, and still have another \$20,000 + to spend before the upgrade is complete. I would much rather spend this money on tapping into the Kelvin Grove sewer system.

Please let me know if this is an option...we are only 3 doors down from Kelvin Grove...and would be willing to pay up front!

Thank you!

Cam
[REDACTED]

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ON-TABLE ITEMS

PUBLIC WORKS
2019 Supplemental Requests

Priority (TBD)	Description	Quantity	Unit Cost	Total
	Honda Mower GCV-190-HRX27	1	1,200	1,200
	Stihl Backpack Blower BR-600	1	700	700
	Shindaiwa Trimmer T-282	1	900	900
	Stihl Pole Saw KM 94R	1	420	420
	Stihl Pole Saw KM 131R	1	560	560
	Stihl KM - 12" pruning bar	2	260	520
	Stihl KM - Pole Extension	2	120	240
	Stihl KM - Hedger	2	364	728
	Steel Road Plate 8x10	2	3,700	7,400
	Steel Road Plate 8x12	1	4,500	4,500
	Road Plate Lifter	2	350	700
	Hilti Hammerdrill TE70 AVR	1	3,700	3,700
	Bear-proof Garbage Bins	2	1,500	3,000
	Bear-proof Recycle Bins	2	1,500	3,000
	Skeleton Bucket for Backhoe	1	4,500	4,500
	Heavy Duty Event Tents (10 x 10)	4	680	2,720
	Heavy Duty Event Tents (10 x 20)	2	1,110	2,220
	Refurbish 335 Stick (mini excavator)	1	10,000	10,000
	Electric Cement Mixer	1	800	800
	Miller 300337 Dual EZ-Change Rack	1	500	500
	APC Backup for PC's	1	1,200	1,200
	Stihl Cutoff Saw TS 700	1	1,800	1,800
	Ricoh WG-50 Camera	1	400	400
	Fuel transfer tank / pump	1	2,000	2,000
				53,708