



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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### **COMMITTEE OF THE WHOLE MEETING**

#### **OF THE VILLAGE OF LIONS BAY**

**HELD ON TUESDAY, FEBRUARY 15, 2022 at 5:30 PM**

**COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

**AND VIA ZOOM VIDEO CONFERENCE**

**MEETING LINK: <https://us02web.zoom.us/j/83069884382>**

**TO JOIN VIA PHONE, DIAL 778-907-2071 AND ENTER MEETING ID: 830 6988 4382**

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### **AGENDA**

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Public Participation**
- 4. Review & Approval of Minutes of Prior Meetings**
  - A. Council Strategy Committee Meeting – November 30 and December 1, 2021 (Page 3)  
THAT the Council Strategy Committee Meeting Minutes of November 30 and December 1, 2021 be approved, as circulated.
- 5. Business Arising from the Minutes**
- 6. Unfinished Business**
- 7. Reports**
  - A. Staff
    - i. CFO: 2022 Preliminary Budget (Page 17)  
THAT the report “2022 Preliminary Budget” be received for information purposes.
  - B. Mayor
  - C. Council
  - D. Committees
- 8. New Business**
- 9. Public Questions & Comments**
- 10. Closed Meeting**

Proposed topics for discussion in the absence of the public:

- A. Personnel
- B. Procurement
- C. Legal Matters

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

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

- (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;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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\*](#);
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

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

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

*Council does not anticipate reconvening the open meeting for any purpose other than to adjourn the meeting generally and report out if applicable.*

*[OR]*

*Council anticipates reconvening the open meeting to discuss the following item(s):*

**11. Reporting Out from Closed Portion of Meeting**

**12. Adjournment**



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

### MEETING OF THE COUNCIL STRATEGY COMMITTEE OF THE VILLAGE OF LIONS BAY HELD ON TUESDAY, NOVEMBER 30, 2021 AT 4:00 PM AND DECEMBER 1, 2021 AT 4:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY AND VIA ZOOM VIDEO CONFERENCE

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#### MINUTES

In Attendance:

Council: Mayor Ron McLaughlin  
Councillor Neville Abbott (via video conference)  
Councillor Fred Bain (via video conference)  
Councillor Norm Barmeier  
Councillor Jaime Cunliffe (via phone at 4:18 pm; in person at 5:27 p.m.)

Staff: Chief Administrative Officer Peter DeJong  
Chief Financial Officer Pamela Rooke  
Public Works Manager Nai Jaffer (via video conference)  
Municipal Coordinator Karla Duarte (Recorder)

Public: 11

**1. Call to Order**

Mayor McLaughlin called the meeting to order at 4:02 p.m. on November 30, 2021.

**2. Adoption of Agenda**

Discussion ensued on amendments to the agenda.

*Moved/Seconded*

THAT item 5Aiv Land Designation Under Metro's Regional Growth Strategy be deleted;

**Opposed: Mayor McLaughlin and Clr. Barmeier  
TIE VOTE - MOTION FAILED**

*Moved/Seconded*

THAT the agenda be adopted, as amended.

**CARRIED**

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

A. Brenda Broughton

B. Broughton commented on her opposition to obtaining an engineer for a rail crossing study citing anecdotal evidence of dangerous incidents.

#### 4. Schedule

Village of Lions Bay Strategic Planning-2022 Priority Setting (Day 1/Day 2)  
CAO DeJong provided an overview of the schedule for Strategic Planning.

#### 5. Reports

##### A. Staff

- i. CAO: Information Report – Corporate Strategic Planning and 2022 Priority Setting

CAO DeJong provided an overview of the Corporate Strategic Planning and 2022 Priority Setting report, noting:

- Council and staff roles
- Timing of general election – preparation to begin in the summer
- Overview of five key goals and timelines; short-term means commenced and progressed within one to two years; immediate means to be completed within 7-9 months.

*Councillor Cunliffe joined the meeting by phone at 4:18 pm*

- ii. PWM: Infrastructure Master Plan – 2021 Year-End Status Summary

PWM Jaffer presented the Infrastructure Master Plan – 2021 Year-End Status Summary, noting:

- Aged watermains on Bayview: asbestos cement watermain, when deteriorated is a health concern and is a top priority, followed by cast iron
- SCADA system has aged components
- Requirements for rail intersection changes
- Bayview and Oceanview section of roads

CFO Rooke noted:

- An overview of how past projects were funded
- Grants are scarce and oversubscribed for infrastructure; staff will continue to pursue grants and loans and draw from reserves
- Wastewater projects are not considered green; grants looking for conservation of water
- Requirements for sustainability aspects in projects for grants are increasing
- Having a funded asset management plan is looked on more favourably for grants
- Continuing to work on asset management plan and trying to make projects green may help with obtaining grants
- Can no longer rely on grants in 5-year plan

- 3<sup>rd</sup> phase of ICIP is final phase; grants are changing; increasingly competitive
- Grants requiring evidence of funding for replacement

Discussion ensued on:

- Ideas for obtaining grants; rural dividend fund
- Descoping projects

PWM Jaffer noted:

- if projects are to be done internally, then descoping would be considered
- other infrastructure projects that do not have grant funding are upcoming and critical

Discussion ensued on:

- Federal funding reserve impacts from communities that have experienced disasters
- Lions Bay successes: Klatt, Beach Park, Connector
- Internal focus for funding; look at what is most important
- Difficulty in obtaining grants due to federal funding going to disasters
- Watch dollars, think creatively
- Potential for revenue from energy – opportunity to make water projects “green”
- Keeping open mind

PWM Jaffer noted:

- water meter installations have been removed from grant programs
- opportunities for energy from water
- overview of requirements from Transport Canada for an engineering study and cost; national standards

Discussion ensued on:

- Safety impacts of stop sign removal
- Caution towards Council statements on rail safety due to liability – Council expertise not within rail safety

CAO DeJong continued with an overview of the priority list, noting

- Interest from CAC member to aid with wildfire protection
- PHD student to help with UBC water study

PWM Jaffer noted the steps required to onboard with Recycle BC and next steps to prepare an RFP for waste collection with input from Climate Action

Committee (CAC) and Bear Smart Team. PWM Jaffer will connect with CAC when information is obtained from Recycle BC.

CAO DeJong continued with an overview of the priority list.

Discussion ensued on where Council should focus priorities. CAO DeJong noted that items will be presented during the budget discussion and that some items are operational and underway.

Staff noted Council's financial goals:

- CFO Rooke provided an overview of grant application submissions
- Referendum and consultation requirements should Kelvin Grove lot be considered for development

*Councillor Cunliffe joined the meeting in person at 5:27 pm*

Discussion ensued on Council's priorities for financial goals, noting:

- Kelvin Grove parking lot not a priority
- short year approaching
- creativity required
- ongoing discussion with Province regarding public works yard
- caution to spending money
- taxation
- operational efficiency with upgrades; requires money to save money

CFO Rooke noted that Council directs staff on budgeting allocations and recommended doing so in a Committee of the Whole meeting; staff does not arbitrarily add a percentage to the budget.

CAO DeJong provided an overview of the informed and engaged public communications priority actions and item 5Avii was considered at this time

- Suggestion to revisit the implementation of new communication platform
- Municipal Coordinator presented an overview of item 5Avii, noting the changes in demand for online communication and provision of tools to increase staff accessibility and effectiveness.

Discussion ensued on:

- Updates to website
- Concern with staff time and cost
- Cannot have it both ways: ask for more engagement and not deliver a tool
- Have your say in staff time

- Effectiveness
- Number of people who communicate with the Village
- Engagement with community: few and far between and effective
- Pilot project; bring back for consideration with budget items

### **Public Participation**

#### A. Brenda Broughton

B. Broughton commented on her opposition to development at Kelvin Grove parking lot and a new engagement platform. She also noted that people would be invited to provide input on design of the Lions Bay Beach Connector.

Mayor McLaughlin noted that changes to the Kelvin Grove Parking Lot would not proceed and that the Connector project is in its early stages.

#### B. Michael Broughton

M. Broughton provided his concern with communications platforms, how development takes place and the results of the housing study.

### **Closed Council Meeting**

Proposed topics for discussion in the absence of the public:

- A. Disposition of Assets
- B. Proposed Services
- C. Labour Relations
- D. Such other strategic matters as Council considers could reasonably be expected to harm the interests of the municipality if they were discussed in public

### *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*, and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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(c) labour relations or other employee relations;

(d) the security of the property of the municipality;

- (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, which it does;
- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment, which it does;
- (g) litigation or potential litigation affecting the municipality;
- (h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the council or a delegate of council;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public, which it does;
- (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];
- (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

*The meeting was closed to the public at 6:15 p.m.*

*The meeting was re-opened to the public at 7:26 p.m.*

### **Reporting Out from Closed Portion of Meeting**

None

Moved/Seconded

THAT Council recess the meeting until December 1, 2021 at 4:00 p.m.

**CARRIED**

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*The meeting was reconvened on December 1, 2021*

In Attendance:

Council: Mayor Ron McLaughlin  
Councillor Neville Abbott  
Councillor Fred Bain (via video conference)  
Councillor Norm Barmeier  
Councillor Jaime Cunliffe

Staff: Chief Administrative Officer Peter DeJong  
Chief Financial Officer Pamela Rooke  
Public Works Manager Nai Jaffer (via video conference)

Public: 8

**Call to Order**

Mayor McLaughlin called the meeting to order at 4:02 p.m. on December 1, 2021.

(add CAC items)

**Public Participation**

- A. Brenda Broughton
  - B. Broughton commented on the letters sent on rail stop signs and provided her concerns on rail safety and stop signs.
- B. Marcus Reuter
  - M. Reuter commented on Urban Containment Boundary (UCB) issue, noting democratic processes and resident feedback and urging Council to move forward as soon as possible.
- C. Marek Sredzki
  - M. Sredzki commented on public feedback on the UCB issue, noting that the matter is for Council and resident decision.
- D. Michael Broughton

M. Broughton commented on community consultation for housing, his concern on the Bang the Table platform for communication, rural certification not to circumvent air quality, and looking for savings in addition to looking for revenue generation in the budget.

Councillor Abbott proposed consideration of waiving of fees for secondary suites to open up accommodation in the Village for firefighter.

CFO Rooke noted the process for secondary fees:

- statement in the Official Community Plan that would require revision
- objective to investigate possibilities in 2022
- previous committee feedback: to maintain fees
- recommend public consultation, initiate with utility bill
- timing tight on getting public input for preparing fees

Discussion:

- Recommendation that fees are waived for renters who rent to firefighters next year and consider expanding in 2022
- Good idea for firefighters
- Recommendation to be presented on 14<sup>th</sup>

CAO DeJong continued with the priority list under Supported Community Planning:

- Council can set a date for a Committee of the Whole to discuss DPAs for geohazards and staff will recommend a date at the December 14<sup>th</sup> meeting (subsequent meeting can be arranged later to hear from subject matter expert)
- public works yard update
- overview of requirements of the housing needs assessment report and item 5Aiii was considered at this time

Discussion ensued on:

- housing study not relevant to Lions Bay, lack of infrastructure support
- community not qualified to support social housing
- based on dated data

CAO DeJong noted that the deadline to submit the housing report to the Province is April 2022

Discussion ensued on:

- holding off until new census data available in February
- consultant still has time and budget to come back; Council still has questions
- BC assessment numbers more current
- Provincial expectation: need to review report and comment on report
- data relevancy

Staff to bring back information at the December 14, 2021 Council meeting.

CAO DeJong continued presenting the priority list and item 5Aiv was considered at this time, noting:

- consideration of redesignation of land designation during an OCP review
- process for redesignation outlined in report
- expunging report: antithesis of transparency; Council does not have to follow recommendations by staff, but required to receive information

Discussion ensued:

- action to take place in open meeting for decision and conclusion: end goal to get out of Urban Containment Boundary (UCB)
- intent not to remove item but to discuss and decide in regular Council meeting
- do a disservice to residents if deciding to go to full Official Community Plan (OCP) review
  
- overview of actions to be taken for land designation change to happen
- wood burning survey influence on UCB survey; survey did not address pro/con with request to development opportunities
- what should future development look like: policies need to be defined
- vision to be developed and defined: not there yet
- what's the rush: have not fully engaged public on housing and development
- issue derail Council instead of key goals: would like to see full OCP review
  
- dismay re: prepared statement by Mayor- Council should be discussing
- prioritization of resources and staff time: in the context of that: supporting community planning and important to hear from residents in terms of where it falls: not a high priority
- have heard from residents won't have benefit of infrastructure from urban; fundamental disconnect;
- do not see urgency, not a short-term issue
- resident feedback noted; will never have access to infrastructure
- by Metro's definition, Lions Bay seems rural

CAO DeJong referenced the next steps outlined in the report: two options.

Council to discuss at next meeting.

CAO DeJong continued presenting the priority list, noting:

- EV funding update: currently seems like a challenge but coming in the future; requires a Village-wide strategy

Councillor Barmeier noted the following:

- potential opportunities for future alignment with grants in the future with respect to EV chargers; potential for revenue streams

- presented the CAC recommendations and priorities for Council consideration and item 5Di was presented at this time.

Item 5Av was considered at this time:

PWM Jaffer noted

- manufacturer tolerance for renewable fuel blending: no tolerance
- Equipment manufacturers: engines that they have certified for use for renewable fuels is only for newer engines; not for older engines
- concern for ability to do the job properly and ensuring equipment is not compromised; recommend going with consultant to get assurance for compatibility with engines
- City of Vancouver's fleet budget – multi-million dollars; mechanic department; engineering department that monitors fuel batches
- hesitancy is operational, not philosophical to ensure service level provision

Item 5Avi was presented at this time:

CAO DeJong continued presenting the priority list, noting that staff are going to be trained in EOC set up. Overview of suggestions for future directions.

Discussion ensued on:

- Importance of emergency planning
- Knowing who is trained in what
- Urgency and priority for emergency planning
- Drawing on local resources

CAO DeJong continued with an overview of the supported community planning, noting:

- overview of mutual aid agreements in terms of fire service levels
- opportunity to incentivize GHG reduction through policy; cannot regulate Building Act matters
- minimizing scope of inspections: heavier reliance on engineering schedules and certifications; minimizing what municipality is responsible for

Discussion ensued on:

- boulevard policy and beautification of the Village
- not one size fits all
- intra-regional transit still in discussion
- transit talks paused due to pandemic, gradual climb back to service levels- ridership levels, service levels and responsibility to residents in terms of transit

CAO DeJong noted that discussions continue on highway noise and pavement replacement with the Ministry of Infrastructure and Transportation

CAO DeJong noted that First Nation acknowledgement: what does it look like; need to find out from local first nations.

Mayor McLaughlin noted that he would reach out to First Nations leaders.

CAO DeJong concluded items on the priority list.

The following items were discussed in the order presented in the priority list:

- iii. CAO: Information Report - Housing Needs Assessment Report  
See above for notes
  - iv. CAO: Land Designation Under Metro's Regional Growth Strategy  
See above for discussion
  - v. PWM: Direction Request – Renewable Diesel Use by the Municipality  
See above for discussion
  - vi. Deputy Emergency Program Manager: Info Report - Emergency Program  
Status Update  
See above for discussion
  - vii. Municipal Coordinator: Increasing Public Engagement and  
Communications  
Discussed on November 30<sup>th</sup>, see above
- B. Mayor  
None
- C. Council  
None
- D. Committees
- i. Climate Action Committee: Report to Council for Strategic Planning  
See above for discussion

Councillor Abbott noted that a Bear Smart team needs to be formalized as a Committee and he would continue in the new year.

Councillor Barmeier noted there is still one vacancy for the Climate Action Committee, notification of which to be published in the Village Update and that he would bring forward a recommendation at the December 14<sup>th</sup> meeting.

Councillor Abbott noted he would revisit the Block Watch service.

E. Emergency Services

None

6. **Correspondence**

A. List of Correspondence relevant to Strategic Planning, if available

None

7. **New Business**

None

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

A. Brenda Broughton

B. Broughton questioned the diesel costs in 2019.

CFO Rooke noted that Lions Bay experienced a diesel theft.

9. **Closed Council Meeting**

Proposed topics for discussion in the absence of the public:

A. Disposition of Assets

B. Proposed Services

C. Labour Relations

D. Such other strategic matters as Council considers could reasonably be expected to harm the interests of the municipality if they were discussed in public

*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*, and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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- (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];
- (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

*The meeting was closed to the public at 6:00 p.m.*

*The meeting was re-opened to the public at 6:35 p.m.*

**10. Reporting Out from Closed Portion of Meeting**

None

**11. Adjournment**

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

*The meeting was adjourned at 6:35 p.m.*

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Corporate Officer**

**Date Approved by Council:**

DRAFT



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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<b>Type</b>	<b>Report to Council</b>		
<b>Title</b>	<b>2022 Preliminary Budget</b>		
<b>Author</b>	<b>Pamela Rooke</b>	<b>Reviewed By:</b>	<b>Peter DeJong</b>
<b>Date</b>	<b>February 10, 2022</b>	<b>Version</b>	
<b>Issued for</b>	<b>February 15, 2022 Committee of the Whole</b>		

### RECOMMENDATION

THAT the report “2022 Preliminary Budget” be received for information purposes.

### ATTACHMENTS

1. 2022 Preliminary Operating Budget
2. 2022 Supplemental and Capital Requests

### KEY INFORMATION

The attached 2022 preliminary operating budget has been prepared using the 2022 labour model and includes some adjustments to operating expenses and revenues based on 2021 actual YTD results and known 2022 costs (like insurance and debt financing). It does not yet include a tax rate increase or any general fund capital expenditures or supplementary operational expenditures, other than grant funded capital (as the grant revenue is also included in the budget) and the water and sewer capital that has been reviewed at previous Council meetings. A detailed list of the proposed capital and supplementary operational requests is also attached for review and discussion with Council to determine which requests will ultimately be included in the 2022 budget.

The preliminary budget shows a cash surplus of only \$60,502. This means that the majority of capital and supplemental operational expenses will need to be covered by a draw from surplus and reserves offset by any tax increases, similar to 2021. As previously discussed, this



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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is not a sustainable practice, especially as we need to work towards building our reserves for future capital projects and replacement of aging assets as identified in the 2021 Asset Replacement Funding Program Report.

### **FOLLOW UP ACTION**

Staff will be available to respond to any questions at the February 15, 2022 Committee of the Whole meeting. The draft budget will be reviewed again at the March 1, 2022 regular Council meeting.

**The Village of Lions Bay  
Preliminary Consolidated Operating Budget 2022**

	<b>2021 Budget</b>	<b>2022 Budget</b>	<b>Change</b>	<b>%</b>
<b>Revenues</b>				
Taxation	1,738,295	1,736,197	(2,098)	-0.1%
Infrastructure Levy	158,081	158,081	-	0.0%
Utility Fees and Rates	1,228,265	1,279,837	51,572	4.2%
Fees, Licenses and Permits	321,974	420,602	98,628	30.6%
Grants	4,017,862	1,956,524	(2,061,338)	-51.3%
Loan Proceeds	603,458	-	(603,458)	-100.0%
Net Land Sales	398,280	-	(398,280)	-100.0%
Other Revenue	143,851	136,711	(7,140)	-5.0%
	<b>8,610,066</b>	<b>5,687,952</b>	<b>(2,922,114)</b>	<b>-33.9%</b>
<b>Expenditures</b>				
Administrative Services	1,243,124	1,277,003	33,879	2.7%
Council	87,854	84,657	(3,196)	-3.6%
Emergency Management	89,230	102,215	12,985	14.6%
Fire	401,054	417,574	16,519	4.1%
Bylaw	109,462	120,071	10,609	9.7%
Parks and Recreation	270,512	294,225	23,713	8.8%
Planning and Development	123,188	92,301	(30,887)	-25.1%
Public Works	581,111	513,070	(68,041)	-11.7%
Water Fund	1,119,586	1,156,734	37,148	3.3%
Sewer Fund	105,740	117,147	11,407	10.8%
Solid Waste	198,858	202,907	4,049	2.0%
	<b>4,329,719</b>	<b>4,377,905</b>	<b>48,186</b>	<b>1.1%</b>
<b>Surplus / (Deficit)</b>				
<b>Non-cash items included in Surplus/(Deficit)</b>				
Add back amortization	612,690	618,992		
MFA Actuarial Gain on Debt	(34,201)	(38,561)		
	<b>4,858,836</b>	<b>1,890,478</b>		
<b>Cash items NOT included in Surplus/(Deficit)</b>				
Repayment of Debt Principal	(216,549)	(219,150)		
	<b>4,642,287</b>	<b>1,671,328</b>		
Capital Expenditures - Water		(127,249)		
Capital Expenditures - Sewer		(20,000)		
Capital Expenditures - General (grant funded capital only)		(1,844,525)		
Transfer from (to) Reserves:				
Gas Tax Funding		(62,053)		
Transfer from Surplus - COVID Grant		84,899		
Transfer from General Surplus		-		
Transfer from Reserves (for capital)		285,487		
Transfer from Surplus - Loan		41,649		
Transfer from Surplus - Re-budgets		317,993		
Transfer from Surplus - Election		13,500		
Transfer from Surplus - Curly Stewart Award		750		
Transfer to Reserves - Infrastructure Levy		(158,081)		
Transfer from (to) Reserves - WWTP		(98,606)		
Water Surplus		(59,836)		
Sewer Surplus		18,065		
Solid Waste Surplus		(2,820)		
<b>Cash Surplus</b>		<b>60,502</b>		

**Village of Lions Bay  
2022 Draft Budget**

**Revenues**

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
<b>Taxation</b>										
General Municipal Property Tax	1,404,485	1,446,609	1,489,938	1,534,763	1,580,768	1,580,806	1,580,806	-	0.0%	
Infrastructure Levy	-	-	144,658	153,464	158,053	158,081	158,081	-	0.0%	
Parcel Taxes	10,585	10,585	10,585	10,585	128,539	111,289	109,191	(2,098)	-1.9%	
Grants in Lieu	38,577	47,855	50,218	48,320	46,200	46,200	46,200	-	0.0%	
	<b>1,453,647</b>	<b>1,505,049</b>	<b>1,695,399</b>	<b>1,747,131</b>	<b>1,913,560</b>	<b>1,896,376</b>	<b>1,894,278</b>	<b>(2,098)</b>	<b>-0.1%</b>	
<b>Utility Fees and Rates</b>										
Water User Rates	834,605	837,613	879,494	925,127	952,878	952,880	1,000,522	47,642	5.0%	
Sewer User Rates	67,234	68,034	72,276	72,276	74,444	74,444	78,166	3,722	5.0%	
Solid Waste User Rates	185,795	183,570	186,697	194,734	200,997	200,941	201,149	208	0.1%	
	<b>1,087,634</b>	<b>1,089,217</b>	<b>1,138,467</b>	<b>1,192,137</b>	<b>1,228,319</b>	<b>1,228,265</b>	<b>1,279,837</b>	<b>51,572</b>	<b>4.2%</b>	
<b>Fees, Licenses and Permits</b>										
Building Permits	89,603	54,300	91,797	39,005	58,475	80,300	80,300	-	0.0%	
Temporay Use Permits	-	2,500	-	2,500	-	-	2,500	2,500	n/a	
Development Permits	-	-	-	1,000	1,000	500	500	-	0.0%	
Board Of Variance Application Fee	2,000	2,000	1,500	-	2,500	500	1,000	500	100.0%	
Secondary Suite Surcharge Fees	22,476	28,307	24,248	24,553	26,952	25,295	26,354	1,059	4.2%	
Other Permits	3,655	(200)	3,205	6,700	8,250	1,400	1,750	350	25.0%	
Recreation Programs	2,695	3,124	3,552	340	565	2,600	-	(2,600)	-100.0%	
Hall Rental	11,256	9,450	4,809	1,850	2,100	3,000	3,000	-	0.0%	
Boat Space Rentals	9,894	7,475	5,925	8,200	7,363	8,200	8,200	-	0.0%	
Rental Agree - BC Ambulance	25,113	25,113	25,113	26,455	28,333	26,454	28,333	1,879	7.1%	
Parking Fines	9,986	10,238	22,356	96,134	122,427	65,000	100,000	35,000	53.8%	1
Parking Passes - Annual	1,520	1,760	1,320	2,680	2,720	1,400	2,000	600	42.9%	
Parking Meters	20,731	22,350	45,745	35,599	133,255	61,500	123,000	61,500	100.0%	1
Street Parking	-	-	-	-	28,758	30,000	28,000	(2,000)	-6.7%	
Dog Licences	4,800	3,900	3,150	3,490	3,130	3,500	3,500	-	0.0%	
Filming Revenue	3,100	12,150	20,535	15,650	11,000	8,000	8,000	-	0.0%	
Tree Cutting Applications	450	600	675	1,450	675	750	750	-	0.0%	
Tax Information Charges	2,430	1,920	1,710	2,245	2,940	2,000	2,000	-	0.0%	
Miscellaneous	2,787	1,478	3,721	1,400	996	1,575	1,415	(160)	-10.2%	
	<b>212,495</b>	<b>186,465</b>	<b>259,359</b>	<b>269,250</b>	<b>441,439</b>	<b>321,974</b>	<b>420,602</b>	<b>98,628</b>	<b>30.6%</b>	
<b>Grants</b>										
Small Community Grant	298,898	296,118	296,642	298,345	300,000	295,000	295,000	-	0.0%	
COVID 19 Restart Grant	-	-	-	603,000	-	-	-	-	n/a	
CWWF Grant	213,369	75,532	1,641,372	335,788	154,348	234,811	-	(234,811)	-100.0%	
ICIP Grants	-	-	-	-	-	2,943,596	1,284,371	(1,659,225)	-56.4%	2

Village of Lions Bay  
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Revenues

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
CN Railway Grant	-	-	-	-	51,912	51,912	-	(51,912)	-100.0%	
Translink Grant	12,524	-	-	40,000	-	206,000	206,000	-	0.0%	
Gas Tax Funding	56,502	59,264	118,381	59,117	121,170	59,117	62,053	2,936	5.0%	
Other Grants	33,842	31,926	15,455	42,125	67,653	227,426	109,100	(118,326)	-52.0%	3
	<b>756,175</b>	<b>573,392</b>	<b>2,025,628</b>	<b>1,378,375</b>	<b>695,082</b>	<b>4,017,862</b>	<b>1,956,524</b>	<b>(2,061,338)</b>	<b>-51.3%</b>	
<b>Other Revenue</b>										
External Borrowing	456,291	-	-	600,000	-	603,458	-	(603,458)	-100.0%	
Net Proceeds from Land Sales	-	-	1,810,716	-	430,186	398,280	-	(398,280)	-100.0%	
Fire Department Callouts Highway	16,085	10,110	11,045	10,469	11,353	11,000	11,000	-	0.0%	
Donations to LB Fire Department	1,000	1,650	11,161	8,199	9,663	3,000	3,000	-	0.0%	
Fire Fighter Day Revenue	23,234	15,324	20,091	3,828	4,646	20,000	18,000	(2,000)	-10.0%	
Tax Penalties and Interest	23,528	25,873	22,194	21,135	17,789	21,250	17,250	(4,000)	-18.8%	
MFA Actuarial Interest	20,422	23,456	26,901	30,481	34,201	34,201	38,561	4,360	12.7%	
Bank Return on Investment	22,174	33,517	62,379	42,198	26,400	40,300	30,300	(10,000)	-24.8%	
Miscellaneous	20,568	16,144	47,250	15,588	10,448	13,500	18,000	4,500	33.3%	4
Water/Sewer Connection Fees	15,958	1,200	13,891	1,854	7,894	600	600	-	0.0%	
	<b>709,952</b>	<b>177,240</b>	<b>2,025,629</b>	<b>733,752</b>	<b>552,580</b>	<b>1,145,589</b>	<b>136,711</b>	<b>(1,008,878)</b>	<b>-88.1%</b>	
<b>Total Revenues</b>	<b>4,219,903</b>	<b>3,531,363</b>	<b>7,144,482</b>	<b>5,320,646</b>	<b>4,830,981</b>	<b>8,610,066</b>	<b>5,687,952</b>	<b>(2,922,114)</b>	<b>-33.9%</b>	

Notes:

- The parking meter revenue and parking fine budget will be determined by Council's 2022 Parking Plan.
- Budget is comprised of the two ICIP grants awarded - LBBP Revitalization (\$784,951) and the Klatt Building Expansion and Retrofit (\$499,420).
- Budget is comprised of:

FCM - Asset Management Phase 3	50,000	awarded
UBCM - Community Wildfire Protection Project	27,500	awarded
UBCM - Emergency Support Services	21,600	submitted
IPG - Upper Bayview Watermain Design	10,000	awarded
	<u>109,100</u>	
- Includes credit card transaction fees and proceeds from sale of Rescue 63 (replaced).

**Village of Lions Bay  
2022 Draft Budget**

**General Fund - Administration**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
<b>Expenditures</b>							
Amortization	337,761	361,939	361,939	361,939	-	0.0%	
Communications	49,992	63,138	62,345	68,000	5,655	9.1%	1
Fiscal Charges	7,897	21,324	14,430	22,150	7,720	53.5%	2
Insurance	37,330	42,188	44,045	47,918	3,873	8.8%	
Internal Allocations	(53,500)	(53,500)	(53,500)	(53,500)	-	0.0%	
Maintenance	6,865	9,218	7,500	13,485	5,985	79.8%	3
Material, Supplies and Equipment	9,598	14,658	19,400	19,850	450	2.3%	
Professional Fees / Contract Services	104,707	83,171	165,653	158,500	(7,153)	-4.3%	4
Salaries and Benefits	629,205	610,926	600,362	621,061	20,699	3.4%	
Sundry	4,572	2,743	4,100	3,850	(250)	-6.1%	
Training / Professional Development	10,272	8,901	14,850	11,750	(3,100)	-20.9%	
Utilities	1,634	1,936	2,000	2,000	-	0.0%	
	<b>1,146,332</b>	<b>1,166,640</b>	<b>1,243,124</b>	<b>1,277,003</b>	<b>33,879</b>	<b>2.7%</b>	

**Notes:**

- 1 Increased IT support for new laptop for Council Zoom meetings, increased security, additional adobe licence and increased external support from our IT Provider.
- 2 Increase in Moneris fees and parking meter fees due to the increase in tickets issued, longer parking meter season and fees for the debit machine at the Village office.
- 3 Includes the installation of ionization devices for air purification for the Village Hall and offices (COVID funded).

4 Budget is comprised of:	2021 Actual	2021 Budget	2022 Budget	
Legal Fees	26,910	35,000	35,000	
Audit Fees	41,154	39,000	41,000	
Grant Writing Services	-	5,000	5,000	Re-budget
General Contract Services (incl. Actuarial)	4,983	5,000	5,000	
Asset Management - Phase 2	-	4,153	-	
Asset Management - Phase 3	-	62,500	62,500	Re-budget - Cost offset by an 80% grant
Records Management	10,124	15,000	10,000	(\$4,800 re-budget)
	<u>83,171</u>	<u>165,653</u>	<u>158,500</u>	

\* The following expenses are re-budgeted in 2022:

Alarm Monitoring	1,500	
Fire Prood Safe	4,200	
Legal Fees	8,000	
Asset Management - Phase 3 (net of grant)	12,500	
Grant Writing Services	5,000	
Records Management	4,800	<u>36,000</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay  
2022 Draft Budget**

**General Fund - Council**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
<b>Expenditures</b>							
Council Communication	1,874	1,867	1,475	2,200	725	49.2%	1
Office Supplies	-	201	300	200	(100)	-33.3%	
Professional Services	-	760	-	3,000	3,000	n/a	2
Salaries and Benefits	51,635	51,583	51,879	53,807	1,929	3.7%	
Council Funded Events	1,676	10,259	28,500	8,500	(20,000)	-70.2%	3
Election	-	-	2,250	15,000	12,750	n/a	4
Conferences & Conventions	-	-	1,500	250	(1,250)	-83.3%	
Association Dues / Memberships	1,404	1,441	1,450	1,450	-	0.0%	
Travel	-	10	500	250	(250)	-50.0%	
	<b>56,589</b>	<b>66,527</b>	<b>87,854</b>	<b>84,657</b>	<b>(3,196)</b>	<b>-3.6%</b>	

**Notes:**

- 1 Budget includes costs for software license fees, Zoom, AV equipment in Council Chambers and Council publications and postage.
- 2 Budget includes funds for election training and council orientation.
- 3 2021 budget included funds for the 50th Anniversary (\$20k) as well as volunteer recognition, which was not fully spent and has been re-budgeted.
- 4 Costs to cover the 2022 Municipal election to be partially offset by a draw from the election surplus (\$11,500).

\* The following expenses are re-budgeted in 2022:

Council Funded Events	8,500	
Conferences & Conventions	250	
Travel	250	9,000
	<hr/>	

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay  
2022 Draft Budget**

**General Fund - Emergency Management**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
<b>Expenditures</b>							
Communications	4,111	6,899	9,750	11,275	1,525	15.6%	1
Search and Rescue	2,079	2,600	2,100	2,500	400	19.0%	
Emergency Support Services (ESS)	431	-	3,870	25,470	21,600	558.1%	2
Maintenance	6,239	5,537	8,000	7,495	(505)	-6.3%	
Material, Supplies and Equipment	17,546	13,574	18,350	12,000	(6,350)	-34.6%	3
Professional Fees / Contract Services	-	-	5,000	40,000	35,000	700.0%	4
Salaries and Benefits	40,563	36,482	38,085	-	(38,085)	-100.0%	4
Training / Professional Development	266	-	2,275	2,275	-	0.0%	5
Utilities	660	1,059	1,800	1,200	(600)	-33.3%	
	<b>71,895</b>	<b>66,151</b>	<b>89,230</b>	<b>102,215</b>	<b>12,985</b>	<b>14.6%</b>	

**Notes:**

- 1 Relates to the increased IT support for the four new laptops purchased for the EOC and the two laptops and two Ipads purchased for the ESS (all grant funded).
- 2 Budget includes a \$3,870 re-budget and \$21,600 for supplies, equipment and training to be fully funded by a UBCM ESS grant (application submitted).
- 3 Budget includes \$7k for park washroom cleaning and \$3k for COVID supplies (to be funded by the COVID grant).
- 4 The Village has entered into a contract with Red Cape Solutions Inc. for the provision of emergency management services, in place of the previous part-time Emergency Planning Coordinator position.
- 5 Includes a re-budget \$2,000 for JIBC Training for staff and volunteers.

\* The following expenses are re-budgeted in 2021:

Emergency Support Services (ESS)	3,870	
Professional Fees / Contract Services	5,000	
Training / Professional Development	<u>2,000</u>	<u>10,870</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay  
2022 Draft Budget**

**General Fund - Fire Department**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
<b>Expenditures</b>							
Communications	43,963	39,347	58,050	51,253	(6,797)	-11.7%	1
Fiscal Charges	234	229	250	250	-	0.0%	
Interest Payments	2,079	1,698	1,875	1,307	(567)	-30.3%	
Insurance	15,719	13,287	16,693	16,329	(364)	-2.2%	
Maintenance	55,279	54,394	56,125	63,000	6,875	12.2%	2
Material, Supplies and Equipment	51,216	63,293	57,197	83,200	26,003	45.5%	3
Professional Fees / Contract Services	16,500	3,470	31,000	27,500	(3,500)	-11.3%	4
Salaries and Benefits	134,841	144,207	160,615	155,484	(5,130)	-3.2%	
Training / Professional Development	11,609	1,552	15,750	15,750	-	0.0%	5
Utilities	3,368	2,688	3,500	3,500	-	0.0%	
	<b>334,808</b>	<b>324,165</b>	<b>401,054</b>	<b>417,574</b>	<b>16,519</b>	<b>4.1%</b>	

**Notes:**

- 1 The budget includes re-budgeted Fire Fighter's Day expenses (2021 event was cancelled), Surrey Dispatch charges, E-Comm radio costs, IT, phone and internet costs.
- 2 Budget includes \$5k for Burn Building anchors to allow rope rescue training and funds for new roll out bags.
- 3 Budget includes \$20k for SCBA and one time funds to outfit the new Rescue 63 (ropes, lights, medical supplies, Ipad, signage, roll out beds/bags).
- 4 Community wildfire protection project (offset by 100% UBCM grants) - to be completed in Spring 2022.
- 5 Training underspent in 2021 due to COVID. Budget includes the purchase of training and equipment maintenance software.

\* The following expenses are re-budgeted in 2022:

Fire Fighter's Day Supplies	8,000	
Holmatro Maintenance	3,000	
Hoses & Fittings	2,000	
Training Meals	5,000	
Training / Professional Development	<u>13,000</u>	<u>31,000</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay  
2022 Draft Budget**

**General Fund - Bylaw Services**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
<b>Expenditures</b>							
Communications	1,284	2,357	2,200	2,700	500	22.7%	1
Material, Supplies and Equipment	2,186	8,199	12,450	10,550	(1,900)	-15.3%	2
Professional Fees / Contract Services	1,718	6,082	2,250	6,200	3,950	175.6%	3
Salaries and Benefits	44,137	96,182	92,562	100,621	8,059	8.7%	4
Training / Professional Development	60	-	-	-	-	n/a	
	<b>49,385</b>	<b>112,820</b>	<b>109,462</b>	<b>120,071</b>	<b>10,609</b>	<b>9.7%</b>	

**Notes:**

- 1 An additional cell phone was purchased in 2021.
- 2 Budget includes the purchase of new uniform shirts for the BEO's and the monthly cost of the automated ticket software.
- 3 Fees for the collection agency increased due to increase in tickets sent to, and collected by, collections.
- 4 Budgeted the same hours as 2021 - one BEO Monday to Thursday, 2 BEO's Friday to Sunday plus stats, third BEO covering some weekends. Final hours to be determined by Council's 2022 Parking Plan.

**Village of Lions Bay  
2022 Draft Budget**

**General Fund - Parks and Recreation**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
<b>Expenditures</b>							
Communications	594	396	650	-	(650)	-100.0%	
Grants	14,117	4,882	5,912	5,483	(429)	-7.3%	
Maintenance	41,934	53,519	64,450	74,450	10,000	15.5%	1
Material, Supplies and Equipment	8,611	24,866	15,200	23,800	8,600	56.6%	2
Professional Fees / Contract Services	8,100	10,080	12,048	12,300	252	2.1%	3
Recreation Programs	-	-	2,300	-	(2,300)	-100.0%	
Salaries and Benefits	163,862	187,062	163,952	171,192	7,240	4.4%	4
Training / Professional Development	-	552	-	-	-	n/a	
Utilities	5,248	7,382	6,000	7,000	1,000	16.7%	
	<b>242,466</b>	<b>288,739</b>	<b>270,512</b>	<b>294,225</b>	<b>23,713</b>	<b>8.8%</b>	

**Notes:**

- 1 Budget includes the equipment rental for the Logger's Lane culvert repair, the irrigation for the Kelvin Grove Berm, and an electric lawn mower.
- 2 Budget includes cost of porta potties, doggie bags and plants for WWTP fence area and Brunswick Beach entrance.
- 3 Budget includes costs for invasive species eradication (per Sea to Sky Invasive Species 2022 Workplan).
- 4 The portion of PW salaries allocated to Parks was increased. Overall, PW salaries and benefits have increased 2.3%.
- \* The following expenses are re-budgeted in 2022:

Maintenance - Banners	<u>2,500</u>	<u>2,500</u>
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These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay  
2022 Draft Budget**

**General Fund - Planning and Development**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
<b>Expenditures</b>							
Communications	1,955	2,250	4,000	4,250	250	6.3%	
Professional Fees / Contract Services	6,445	19,705	59,675	42,673	(17,002)	-28.5%	1
Salaries and Benefits	30,682	31,718	55,163	41,278	(13,885)	-25.2%	
Sundry	500	414	1,000	750	(250)	-25.0%	
Training / Professional Development	674	642	3,350	3,350	-	0.0%	
	<b>40,256</b>	<b>54,728</b>	<b>123,188</b>	<b>92,301</b>	<b>(30,887)</b>	<b>-25.1%</b>	

**Notes:**

1 Budget is comprised of:	2021 Actual	2021 Budget	2022 Budget	
Building Inspection Services (vacation coverage)	-	1,500	-	
Communication Consultant (initiatives per strategic plan)	-	7,500	7,500	Re-budget
Planning Consultants	-	25,000	25,000	Re-budget
Housing Needs Assessment	14,324	15,000	676	Re-budget
EV Charging Station Design	1,178	2,425	1,247	Re-budget
Land Surveys	3,800	5,000	5,000	
Land Appraisals	-	3,000	3,000	Re-budget
Miscellaneous	403	250	250	
	<u>19,705</u>	<u>59,675</u>	<u>42,673</u>	

\* The following expenses are re-budgeted in 2022:

Professional Fees (see above)	37,423	
Training / Professional Development	2,600	40,023

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay  
2022 Draft Budget**

**General Fund - Public Works**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
<b>Expenditures</b>							
Communications	9,811	14,739	10,500	15,250	4,750	45.2%	
Interest Payments	13,877	9,923	15,307	11,986	(3,321)	-21.7%	
Insurance	18,578	10,815	19,693	14,881	(4,812)	-24.4%	
Internal Allocations	(15,000)	(15,000)	(15,000)	(15,000)	-	0.0%	
Maintenance	127,894	243,158	236,250	144,540	(91,710)	-38.8%	1
Material, Supplies and Equipment	35,818	47,359	49,500	45,250	(4,250)	-8.6%	
Professional Fees / Contract Services	6,452	-	41,000	51,000	10,000	24.4%	2
Salaries and Benefits	194,427	235,695	204,961	230,863	25,902	12.6%	3
Training / Professional Development	4,757	9,433	11,100	6,500	(4,600)	-41.4%	
Utilities	7,602	7,355	7,800	7,800	-	0.0%	
	<b>404,215</b>	<b>563,478</b>	<b>581,111</b>	<b>513,070</b>	<b>(68,041)</b>	<b>-11.7%</b>	

**Notes:**

1 The 2021 budget and actual included the work on the KG and BB railway grade crossings. The 2022 budget includes lane marking (not done in 2021) and fence repairs at the BB railway crossing.

2 Budget is comprised of:

	2021 Actual	2021 Budget	2022 Budget	
Contract Services - Engineering	-	5,000	5,000	Re-budget
Upper Bayview Watermain - Survey/Design (40%)	-	36,000	36,000	Re-budget
Driveway Bridge Options	-	-	10,000	
	-	41,000	51,000	

3 The portion of PW salaries allocated to Public Works was increased. Overall, PW salaries and benefits have increased 2.3%.

\* The following expenses are re-budgeted in 2022:

Lane Marking	7,500	
Upper Bayview Watermain - Survey/Design (40%)	36,000	
Contract Services	<u>5,000</u>	<u>48,500</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

## Village of Lions Bay 2022 Draft Water Budget

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Parcel Tax Brunswick Beach	10,585	10,585	10,585	10,585	-	0.0%	
Water User Rates	925,127	952,878	952,880	1,000,522	47,642	5.0%	1
Secondary Suite Fees	18,571	20,495	19,129	20,085	956	5.0%	
Connection Fees	1,854	1,200	600	600	-	n/a	
CWWF Grant	335,788	154,348	234,811	-	(234,811)	-100.0%	
ICIP Grants	-	-	995,535	-	(995,535)	n/a	
Other Grants	-	-	-	-	-	n/a	
Loan Proceeds	600,000	-	362,075	-	(362,075)	-100.0%	
Other - MFA Actuarial Gain	25,952	34,649	29,156	32,978	3,822	13.1%	
<b>Total Revenues</b>	<b>1,917,877</b>	<b>1,174,154</b>	<b>2,604,771</b>	<b>1,064,770</b>	<b>(1,540,001)</b>	<b>-59.1%</b>	
Amortization	198,069	203,736	213,348	219,318	5,970	2.8%	
Communications	2,799	3,941	2,900	8,800	5,900	203.4%	2
Interest Payments	36,321	68,076	68,632	68,297	(335)	-0.5%	
Insurance	35,175	42,287	41,883	39,769	(2,114)	-5.0%	
Maintenance	127,904	182,917	143,730	170,700	26,970	18.8%	3
Material, Supplies and Equipment	22,061	47,748	48,800	54,050	5,250	10.8%	
Professional Fees / Contract Services	20,692	14,252	108,000	126,000	18,000	16.7%	4
Salaries and Benefits	341,481	345,043	397,544	376,300	(21,243)	-5.3%	5
Sundry	16,748	17,128	20,000	18,500	(1,500)	-7.5%	
Training / Professional Development	3,336	3,332	5,500	5,750	250	4.5%	
Utilities	12,782	12,109	14,250	14,250	-	0.0%	
Internal Allocations	55,000	55,000	55,000	55,000	-	0.0%	
<b>Total Expenditures</b>	<b>872,368</b>	<b>995,569</b>	<b>1,119,586</b>	<b>1,156,734</b>	<b>37,148</b>	<b>3.3%</b>	
<b>Surplus / (Deficit)</b>	<b>1,045,509</b>	<b>178,585</b>	<b>1,485,184</b>	<b>(91,965)</b>			

## Village of Lions Bay 2022 Draft Water Budget

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Amortization	198,069	203,736	213,348	219,318			
MFA Actuarial Gain on Debt	(22,869)	(22,869)	(29,156)	(32,978)			
<b>Cash Surplus</b>	<b>1,220,709</b>	<b>359,452</b>	<b>1,669,377</b>	<b>94,376</b>			
Capital Expenditures			(2,160,817)	(127,249)			6
Repayment of Debt Principal			(87,874)	(88,040)			
Draw from (to) Surplus (loan)			465,396	41,649			7
Draw from Surplus (re-budget)			33,450	139,100			8
Draw from Surplus (capital)			75,000	-			
<b>Transfer (from) to Water Surplus</b>			<b>(5,468)</b>	<b>59,836</b>			

### Notes:

- 1 The revenue includes a 5.0% increase in user rates (equates to a \$85 increase over 2021 rates per household).
- 2 Budget includes cost for the connection (Shaw Internet) to the Magnesia Plant via the underground conduit and internet for the PRV Scada.
- 3 Budget includes \$25k for condition assessments and \$30k for cleaning of the three water tanks (Harvey, Magnesia and Highway).

## Village of Lions Bay 2022 Draft Water Budget

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
4 Budget is comprised of:		2021 Actual	2021 Budget	2022 Budget			
Rock Slope Remediation		-	20,000	40,000	(\$20k re-budget)		
UBC Hydrology Study Contribution		-	10,000	12,000	(\$10k re-budget)		
Upper Bayview Watermain - Survey/Design (60%)		-	54,000	54,000	(\$54k re-budget)		
General Contract Services		6,513	12,000	10,000			
Water Testing		7,739	12,000	10,000			
		<u>14,252</u>	<u>108,000</u>	<u>126,000</u>			
5 The portion of PW salaries allocated to the water fund was decreased. Overall, PW salaries and benefits have increased 2.3%.							
6 Capital Expenditures include:							
Three PRV project (funded by balance of MFA Financing)			41,649				
SCADA (20% sewer/80% water)			80,000				
Safety Showers at Treatment Plant			5,600	127,249			
7 The balance of the three PRV project is funded by the MFA loan.							
8 Re-budgets include:							
General Contact Services - Rock Slope Remediation			20,000				
Upper Bayview Watermain - Survey/Design (60%)			54,000				
UBC Hydrology Study			10,000				
Safety Showers at Treatment Plant			5,600				
Tank Inspections / Cleaning			37,500				
Sensors for Harvey (ordered in 2021, delivered in 2022)			6,800				
Hydrant Parts (ordered in 2021, delivered in 2022)			5,200	139,100			

These items were budgeted in 2021 but will not be purchased/completed until 2022.

## Village of Lions Bay 2022 Draft Solid Waste Budget

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Garbage User Fees	194,734	200,997	200,941	201,149	208	0.1%	1
Secondary Suite Fees	3,965	4,380	4,088	4,088	-	0.0%	
Miscellaneous Revenue	460	551	400	490	90	22.5%	
<b>Total Revenues</b>	<b>199,159</b>	<b>205,928</b>	<b>205,429</b>	<b>205,727</b>	<b>298</b>	<b>0.1%</b>	
Supplies and Education	353	947	750	1,000	250	33.3%	
NS Transfer Station Agreement	1,500	-	1,500	-	(1,500)	-100.0%	2
Collection Contract	52,626	55,845	54,898	56,545	1,647	3.0%	3
Recycle Removal Contract	52,934	55,580	54,690	57,421	2,731	5.0%	3
Green Waste Contract	69,430	70,879	71,920	73,066	1,146	1.6%	3
Prompt Payment Discounts	5,339	5,376	5,600	5,375	(225)	-4.0%	
Internal Allocations	9,500	9,500	9,500	9,500	-	0.0%	
<b>Total Expenditures</b>	<b>191,682</b>	<b>198,127</b>	<b>198,858</b>	<b>202,907</b>	<b>4,049</b>	<b>2.0%</b>	
<b>Surplus / (Deficit)</b>	<b>7,477</b>	<b>7,801</b>	<b>6,571</b>	<b>2,820</b>			

### Notes:

- 1 The revenue includes a 0.0% increase in user rates.
- 2 Direct municipal funding is no longer required for the recycling depots at Recycling and Waste Centres.
- 3 Garbage, recycling and green waste costs will increase by 3% in 2022.

## Village of Lions Bay 2022 Draft Sewer Budget

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Utility Fees and Rates	72,276	74,444	74,444	78,166	3,722	5.0%	1
Parcel Taxes	-	117,954	100,704	98,606	(2,098)	-2.1%	
Secondary Suite Fees	2,017	2,078	2,078	2,181	103	5.0%	
<b>Total Revenues</b>	<b>74,293</b>	<b>195,676</b>	<b>177,226</b>	<b>178,953</b>	<b>1,727</b>	<b>1.0%</b>	
Amortization	76,544	36,735	37,403	37,735	332	0.9%	
Communications	429	886	1,050	970	(80)	-7.6%	
Insurance	3,057	5,278	5,278	4,939	(339)	-6.4%	
Maintenance	3,024	27,732	30,000	39,000	9,000	30.0%	2
Material, Supplies and Equipment	1,634	3,600	4,950	4,000	(950)	-19.2%	
Professional Fees / Contract Services	3,169	-	-	-	-	n/a	
Salaries and Benefits	19,152	21,074	17,034	19,278	2,244	13.2%	3
Sundry	1,984	2,340	2,125	2,225	100	4.7%	
Training / Professional Development	250	-	1,000	2,000	1,000	100.0%	
Utilities	2,846	3,021	2,900	3,000	100	3.4%	
Internal Allocations	4,000	4,000	4,000	4,000	-	0.0%	
<b>Total Expenditures</b>	<b>116,087</b>	<b>104,666</b>	<b>105,740</b>	<b>117,147</b>	<b>11,407</b>	<b>10.8%</b>	
<b>Surplus / (Deficit)</b>	<b>(41,794)</b>	<b>91,010</b>	<b>71,486</b>	<b>61,806</b>			
Amortization	76,544	36,735	37,403	37,735			
<b>Cash Surplus / (Deficit)</b>	<b>34,750</b>	<b>127,745</b>	<b>108,889</b>	<b>99,541</b>			
Capital Expenditures			(36,248)	(20,000)			4
Transfer from Surplus - Re-Budgets			24,450	1,000			5
Transfer from Surplus - WWTP			2,826	-			
Transfer from (to) Reserves - WWTP			(87,282)	(98,606)			
<b>Transfer (from) to Sewer Surplus</b>			<b>12,635</b>	<b>(18,065)</b>			

**Village of Lions Bay  
2022 Draft Sewer Budget**

**Notes:**

- 1 The revenue includes a 5.0% increase in user rates (equates to a \$43 increase over 2021 rates per household).
- 2 Budget includes \$10k for smoke testing and \$25k for pump outs of the treatment plant.
- 3 The portion of PW salaries allocated to the sewer fund was increased. Overall, PW salaries and benefits have increased 2.3%.

4 Capital Expenditures include:		
SCADA (20% sewer/80% water)	20,000	20,000
5 Re-budgets include:		
Training / Professional Development	1,000	1,000

These items were budgeted in 2021 but will not be purchased/completed until 2022.

## Village of Lions Bay

### 2022 Budget - Proposed Capital and Supplemental Requests

Operating	Net Amount
<b>Building and equipment appraisals</b> (insurance requirement - can be funded by MIA over a three year period)	15,800
<b>Public Works summer help</b> - two qualified staff for two months - ditching, sign cleaning, and vegetation / trimming works	30,750
	(30,750)
	-
	-
<b>Public Waste Receptacles in the Village</b> the addition of 11 bearproof double bins with garbage and recycling plus concrete pads - 9 replacements and 2 new	29,645
	(29,645)
	-
	-
<b>Official Community Plan</b> start putting money aside for the OCP	50,000
<b>Engineering Traffic Review of CN Crossings</b>	30,000
<b>Drainage Master Plan</b>	50,000
<b>Total Operating Supplementals</b>	<b>145,800</b>
Capital	
<b>Road Paving and Repairs</b> Part of three year plan commenced in 2020.	200,000
<b>High Priority Bridge Repairs</b> Repairs on 8 bridges, per recent inspection and quote from ISL	149,100

## Village of Lions Bay

### 2022 Budget - Proposed Capital and Supplemental Requests

<b>Lions Bay Beach Park Revitalization Project</b>	1,070,438	
ICIP Community, Culture and Recreation Program Grant (awarded)	(784,951)	
Re-Budgets / Donations	(60,000)	
	<u>225,487</u>	225,487 From Reserves
<b>Lions Bay Avenue Connector Project</b>	274,667	
TransLink Funding (75%)	(206,000)	
	<u>68,667</u>	68,667
<b>Kelvin Grove Beach Park Bridge</b>		
to provide access to public park on the point of land adjacent to KG beach		60,000
<b>Public Works:</b>		
Skid steer loader to replace bobcat	90,000 cost	20,000 Annual Payment
Mini excavator	90,000 cost	20,000 Annual Payment
to be financed with a 5 year MFA equipment loan		
Salter for flat deck		12,000
<b>Fire Department:</b>		
Turn-Out Gear	11,000	
Pagers	6,000	
Mobile CAD's for Fire Truck	15,000	
Sea Cans (for storage)	7,000	
Shelving for Fire Hall	10,000	
Training Structure at Pit	6,000	
	<u>55,000</u>	55,000

## Village of Lions Bay

### 2022 Budget - Proposed Capital and Supplemental Requests

<b>Used Forklift/Backhoe</b> (for auto extrication training)		30,000
<b>Rescue 63 (Small Engine)</b> Budgeted in 2021 - purchased in January 2022 Proceeds from sale of old truck	10,700 <u>(10,000)</u> 700	700
<b>New Engine 62</b> Truck is nearing the end of its insurable life - need to start planning for replacement	tbd	
<b>Washer and Dryer for Turnout Gear</b> Budgeted in 2021 but backordered - to be delivered in 2022		27,060
<b>Emergency Building Expansion and Retrofit</b> ICIP COVID-19 Resilience Infrastructure Program Grant (awarded)	499,420 <u>(499,420)</u> -	-
<b>Total Capital Requests</b>		<u><u>868,014</u></u>
<b>Total Operating and Capital Requests</b>		<u><u>1,013,814</u></u>

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