



AGENDA

Committee of the Whole

Tuesday, April 1, 2025, 6:00 p.m.

Council Chambers, 400 Centre Road, Lions Bay

And Via Zoom Video Conference

Zoom Invite Link: <https://us02web.zoom.us/j/2780145720?omn=88086269441>

To join via phone, dial 778-907-2071 | Meeting ID: 278 014 5720

We are privileged to be meeting and doing work on behalf of the residents of Lions Bay on the traditional unceded territory of the Squamish and Musqueam Nations.

Pages

1. Call to Order

Mayor Berry called the meeting to order at TIME

2. Closure of Committee of the Whole Meeting

Proposed topics for discussion in the absence of the public:

1. Legal

Recommendation:

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:

(g) litigation or potential litigation affecting the municipality;

3. Adoption of Agenda

Recommendation:

THAT the Agenda of April 1, 2025 Committee of the Whole be adopted as presented.

4. Public Participation

5. Approval of Minutes of Prior Meetings

5.1 Committee of the Whole Meeting- March 4, 2025

3

Recommendation:

THAT the Committee of the Whole Meeting Minutes of March 4, 2025 be approved.

6. Business arising from the Minutes

7. Unfinished Business

7.1 Action Items Log

13

A list of ongoing action items for information & discussion

8. Reports

8.1 Staff

8.1.1 2025 Draft Budget
Financial Officer J Chirkoff
- for discussion

- 9. **New Business**
- 10. **Public Questions and Comments**
- 11. **Adjournment**
Recommendation:
THAT the meeting be adjourned.



**COMMITTEE OF THE WHOLE MEETING
OF THE VILLAGE OF LIONS BAY
MINUTES**

**March 4, 2025, 8:00 p.m.
Council Chambers, 400 Centre Road, Lions Bay
And Via Zoom Video Conference**

In Attendance: Mayor Ken Berry
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Jaime Cunliffe

Staff In Attendance: Chief Administrative Officer, Ross Blackwell
Deputy Corporate Officer, Kristal Kenna
Fire Chief, Barrett Germscheid
Director of Operations, Karl Buhr

1. Call to Order

Mayor Berry called the meeting to order at 8:01 PM

Discussion of the sequence of Agenda: Councillor Abbott suggested that Closed Committee of the Whole be moved to the end of the Open Committee of the Whole.

2. Adoption of Agenda

Moved by: Mayor Berry

Seconded by: Councillor Broughton

THAT the Agenda of March 4, 2025, Committee of the Whole be adopted with the following amendments:

- The closed portion of the meeting be moved to the end of the meeting.
- An update on the Lions Bay Beach Park Revitalization Project be provided under section 14, New Business.

CARRIED

3. Public Participation

- A. Norma Rodgers: Expressed concerns regarding the proposed Garbage and Recycling Bylaw amendments in the context of risk to wildlife.

4. Delegations

- none

5. Approval of Minutes of Prior Meetings

5.1 Committee of the Whole Meeting- October 15, 2024

Moved by: Councillor Abbott

Seconded by: Councillor Cunliffe

THAT the Committee of the Whole Meeting Minutes of October 15, 2024 be approved.

CARRIED

5.2 Committee of the Whole Meeting- November 6, 2024

Item 5.A Staff Reports - Action Item: revision of language used, sharing of vehicle with "Bylaw and Fire", was updated to correctly reflect "Joe Chirkoff, Financial Officer, to determine the feasibility of designating one vehicle to Bylaw Enforcement and the Works Department."

Moved by: Councillor Broughton

Seconded by: Councillor Abbott

THAT the Committee of the Whole Meeting Minutes of November 6, 2024 be approved.

5.3 Committee of the Whole Meeting- December 3, 2024

Moved by: Councillor Broughton

Seconded by: Councillor Abbott

THAT the Committee of the Whole Meeting Minutes of December 3, 2024 be approved.

CARRIED

5.4 Committee of the Whole Meeting- January 7, 2025

Moved by: Councillor Abbott

Seconded by: Councillor Broughton

THAT the Committee of the Whole Meeting Minutes of January 7, 2025 be approved.

CARRIED

5.5 Committee of the Whole Meeting- February 4, 2025

Moved by: Councillor Broughton

Seconded by: Councillor Abbott

THAT the Committee of the Whole Meeting Minutes of February 4, 2025 be approved.

CARRIED

6. Business arising from the Minutes

- none

7. Unfinished Business

7.1 Action Items Log

Item 321: Rural grant applications for the Village - The MLA has expressed support for these applications.

Item 326: Ministry of Municipal Affairs has requested an update on the steps that the Village is taking regarding to the Provincial Advisor's Report. CAO R Blackwell offered to draft a response letter for Council approval, or suggested that Council appoint someone to draft a response. An update to the Ministry is pending a meeting with Don Lidstone who has prepared a review of the report and will walk Council through the steps. Once this is complete, Council may detail the steps, in response to the Ministry's request for an update. Councillor Cunliffe to follow up with Don Lidstone to arrange the meeting.

Item 331: Councillor Cunliffe, has there been an update on the cost on additional garbage trucks, to inform the proposed bylaw amendments? Yes, will be discussed during item 12.1

8. Reports

8.1 Staff

8.1.1 CAO Report - Resident Satisfaction Survey

Staff presented a report outlining the need to circulate a Resident Satisfaction Survey, with the intent of identifying the priorities of the community; staff is seeking endorsement from Council.

Discussion ensued regarding the timing of this survey (referencing the upcoming by-election) and the preference from Council is to hold off until the community can devote their focus to the survey.

Moved by: Councillor Broughton

Seconded by: Councillor Cunliffe

THAT staff be directed to progress the survey concept and return to Council with more details for the launch of a Resident Satisfaction Survey for launch closer later in 2025.

CARRIED

8.1.2 CAO Report - Proposed Public Engagement Program

Staff presented a report regarding a community empowerment initiative (hosting subject matter experts) which would help facilitate an informed discussion in the community and ultimately the eventual update of the Official Community Plan.

Discussion ensued in support of the initiative; however, Council would like to roll out this kind of education plan once the by-election is complete and a full Council is at the table.

Moved by: Councillor Broughton

Seconded by: Councillor Cunliffe

THAT Council direct staff to proceed with the development and implementation of a public engagement program as outlined in the January 29, 2025 staff report, including detailed scheduling and budget considerations for Council review.

CARRIED

9. Resolutions

- none

10. Bylaws

10.1 Garbage and Recycling Bylaw No.639, 2024 Amendment

Discussion ensued regarding the feasibility of augmenting the waste control services (additional trucks etc.), input from Conservation Officers, resident

feedback (for and against) and suggestion to keep the bylaw as-is, but remove the seasonal specifications.

Moved by: Councillor Broughton

Seconded by: Mayor Berry

Recommendation THAT the Garbage and Recycling Bylaw No.639 be revised by removing the increased wildlife collection schedule.

Against (2): Councillor Abbott, and Councillor Cunliffe

DEFEATED (2 to 2)

11. Correspondence

- none

12. New Business

12.1 Update on the Lions Bay Beach Park Revitalization Project

Staff detailed the Beach Park contractors & Council working group. Nick Bray to present revised design including Council's priorities to EuroHouse and return to Council with a revised budget from EuroHouse for consideration. Timeline of revisions is dependent on Nick Bray and EuroHouse.

13. Closure of 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 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:

(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;

The Committee of the Whole moved to a Closed session at 9:04 PM

14. Reporting Out from Closed Portion of Meeting

Staff Report from Item 6.1 of the Closed meeting will be added to the minutes of the Open session of the meeting.

15. Public Questions and Comments

- none

16. Adjournment

Moved by: Councillor Broughton

Seconded by: Councillor Cunliffe

THAT the Committee of the Whole Meeting be adjourned.

The meeting adjourned at 9:52 PM

CARRIED

Mayor

Corporate Officer

Date Adopted by Council:



The Village of
**LIONS
BAY**

STAFF REPORT

DATE: February 26, 2025 **FILE:** XXX
TO: Council (Closed)
FROM: Ross Blackwell, MAP, MCIP, RPP, CAO
RE: **FULL-TIME FIRE CHIEF**

PURPOSE:

To present Council with an analysis regarding the potential transition from a part-time Fire Chief to a full-time Fire Chief for the Village of Lions Bay. This report provides a brief overview of trends in similar British Columbia municipalities, an assessment of advantages and disadvantages, projected financial implications, and recommended next steps.

BACKGROUND:

The Village of Lions Bay currently operates with a part-time Fire Chief, consistent with many smaller communities with volunteer fire departments. However, as emergency response requirements evolve and the administrative demands on fire services increase, municipalities are considering the transition to a full-time Fire Chief to enhance fire protection services and long-term emergency planning.

Many municipalities of similar size in British Columbia have already transitioned to a full-time Fire Chief to improve service delivery, compliance with regulatory requirements, and operational efficiency. The Village of Lions Bay faces growing challenges, including increasing emergency call volumes, expanded firefighter training requirements, and complex regulatory obligations that require dedicated leadership.

DISCUSSION:

Trends in British Columbia Municipalities

Several small and medium-sized municipalities in British Columbia have transitioned from part-time or volunteer Fire Chiefs to full-time roles. These transitions are driven by the increasing complexity of fire and emergency response services, heightened training and certification requirements, and growing administrative and regulatory demands.

Comparable municipalities that have adopted full-time Fire Chiefs include:



- **Bowen Island (Population ~4,500)** – Transitioned to a full-time Fire Chief to enhance operational oversight, training, and emergency preparedness.
- **Pemberton (Population ~3,400)** – Moved to a full-time Chief model due to increasing emergency call volumes and firefighter certification requirements.
- **Tofino (Population ~2,500)** – Appointed a full-time Fire Chief to improve response times and ensure regulatory compliance.

The trends indicate that small communities facing increasing emergency management challenges are recognizing the necessity of dedicated leadership in their fire services.

Benefits of Appointing a Full-Time Fire Chief

1. **Enhanced Leadership and Accountability** - A full-time Fire Chief provides consistent oversight, ensuring that policies and procedures are properly developed, implemented, and enforced.
2. **Improved Training and Certification** - A dedicated Chief can ensure firefighters meet evolving provincial training and certification requirements, reducing liability risks.
3. **Increased Community Safety and Emergency Preparedness** - A full-time Chief has the capacity to focus on proactive fire prevention programs, emergency planning, and inter-agency coordination.
4. **Administrative Efficiency** - A full-time role would allow for better tracking of equipment, budgeting, grant applications, and department logistics, reducing the administrative burden on the CAO and other municipal staff.
5. **Regulatory Compliance** - Fire service regulations in British Columbia are becoming more stringent. A full-time Chief would ensure the department meets WorkSafeBC, NFPA, and Office of the Fire Commissioner standards.
6. **Improved Volunteer Retention and Recruitment** - Volunteer firefighters benefit from consistent leadership, structured training, and a well-managed department. A full-time Chief would ensure continuity in recruitment and retention efforts.

Disbenefits of Appointing a Full-Time Fire Chief

1. **Financial Commitment** - Transitioning to a full-time position requires a significant budgetary increase for salary, benefits, and additional operational costs.



2. **Recruitment Challenges** - Finding a highly qualified candidate willing to work in a small community may be challenging and require competitive compensation.
3. **Potential Impact on Volunteer Model** - Some volunteer departments see a shift in culture when moving to a full-time Chief. Clear expectations would need to be set to maintain volunteer engagement.

Projected Costs

Salary and Benefits

Based on regional salary data, the estimated cost of a full-time Fire Chief in British Columbia is approximately:

- **Base Salary:** \$110,000 - \$130,000 per year
- **Benefits & Pension Contributions:** \$20,000 - \$25,000 per year
- **Training, Equipment, and Operational Support:** \$10,000 - \$15,000 per year

Estimated Total Annual Cost: \$140,000 - \$170,000

This estimate does not include one-time transition costs such as recruitment, onboarding, or additional office space/equipment.

Alternative Considerations

If a full-time Fire Chief is deemed financially infeasible at this time, the following options could be explored:

1. **Expanding the Current Part-Time Role** - Increasing the current Chief's hours or hiring an Assistant Chief to provide additional administrative support.
2. **Regional Partnerships** - Exploring shared services or regional cooperation with a neighboring fire department (e.g., Squamish or West Vancouver) for oversight or administrative support.
3. **Hiring a Fire Services Consultant** - Engaging a professional consultant on a retainer basis to assist with compliance, training, and policy development.

SUMMARY:

The Village of Lions Bay must ensure its fire services remain effective, compliant, and sustainable. A full-time Fire Chief would provide enhanced leadership, improve training and emergency preparedness, and support administrative efficiency. However, the transition requires careful financial planning and consideration of potential recruitment challenges.

Municipalities with similar demographics and emergency service needs have made this transition, citing increased complexity in fire service operations and higher regulatory



The Village of
**LIONS
BAY**

expectations. If Council wishes to move forward with this model, budget implications and alternative models should be explored to ensure a financially responsible decision.

OPTIONS:

- 1) a) Direct Staff to Conduct a Feasibility Study - assessing comparable, financial impacts, job scope, and potential recruitment strategies.
 - b) Engage with the Fire & Rescue and Community Stakeholders - seeking feedback from volunteer firefighters, emergency response partners, and residents.
 - c) Consider a Phased Approach - evaluating whether an initial increase in part-time hours could serve as a transitional step before committing to a full-time position.
- 2) Provide no decision or direction.
 - 3) Refer the matter to staff with specific direction.

RECOMMENDED OPTION:

For direction.

FINANCIAL CONSIDERATIONS:

As set out above.

Respectfully submitted,

Ross Blackwell, CAO
Chief Administrative Officer

VILLAGE OF LIONS BAY FOLLOW-UP ACTION ITEM LIST				
ACTION NO.	DATE	ITEM/ACTION/DESCRIPTION	PERSON	STATUS
297	Sept 19, 2023	CAO to complete a cost-benefit analysis on document storage options	CAO	On-Going
310	Nov 7, 2023	CAO to rescope connector project and bring back to Council	CAO/Public Works	On-Going
311	Nov 7, 2023	Proceed with wayfinding signage project subject to community input	DO	Deferred
315	Feb 20, 2024	Firefighting Reserve Water Policy referred to Infrastructure Committee	DO	In Draft
316	Feb 20, 2024	Water Shortage Policy	DO	In Draft
321	June 18, 2024	Staff to investigate whether the Village of Lions Bay can apply for grants and funding as a rural community. Village has the support of the MLA in these applications.	FO	On-going
326	December 3, 2024	Ministry of Municipal Affairs has requested an update on the steps that the Village is taking regarding to the Provincial Advisor's Report. CAO R Blackwell offered to draft a response letter for Council approval or suggested that Council appoint someone to draft a response. An update to the Ministry is pending a meeting with Don Lidstone who has prepared a review of the report and will walk Council through the steps. Once this is complete, Council may detail the steps, in response to the Ministry's request for an update. Councillor Cunliffe to follow up with Don Lidstone to arrange meeting.	CAO & Councillor Cunliffe	On-going
328	December 3, 2024	Provide council with a working document of Council (tasks, responsibilities and status).	CAO	On-going
330	January 7, 2025	Chief Administrative Officer, Ross Blackwell, will compile topic recommendations for the Union of BC Municipalities Meeting and provide to Council.	CAO	On-going

A. VILLAGE OF LIONS BAY BUDGET FOLLOW-UP ACTION ITEM LIST				
ACTION NO.	DATE	ITEM/ACTION/DESCRIPTION	AGREE OR MODIFY	STATUS
1	March 18, 2025	Property tax increase – 5%		Ongoing
2	March 18, 2025	Water fee increase – 5%		Ongoing
3	March 18, 2025	Wastewater fee increase – 5%		Ongoing
5	March 18, 2025	Solid Waste fee increase – 5%		Ongoing
6	March 18, 2025	Administrative budget – approval		Ongoing
7	March 18, 2025	Public works budget – approval		Ongoing
8	March 18, 2025	Water budget – approval		Ongoing
9	March 18, 2025	Fire budget – approval		Ongoing
10	March 18, 2025	Parks budget – approval		Ongoing
11	March 18, 2025	Solid Waste budget – approval		Ongoing
12	March 18, 2025	Bylaw budget – approval		Ongoing
13	March 18, 2025	EOC budget – approval		Ongoing
14	March 18, 2025	Wastewater budget – approval		Ongoing
15	March 18, 2025	Council budget – approval		Ongoing
16	March 18, 2025	Planning budget – approval		Ongoing
17	March 18, 2025	Capital requests – approval		Ongoing
18	February 28, 2025	Operating supplementals – approval		Ongoing
19	March 18, 2025	Access temporary loan financing to fund capital expenditures		Approved
20	March 18, 2025	Approve danger tree removal budget request		Approved

5 Year Financial Plan 2025 - 2029

	2025	2026	2027	2028	2029
Revenues					
Taxation	2,042,442	2,103,715	2,166,827	2,231,832	2,298,787
Payments in Lieu of taxes	54,150	54,150	54,150	54,150	54,150
Parcel Taxes	98,606	98,606	98,606	98,606	98,606
Infrastructure Levy	204,244	210,372	216,683	223,183	229,879
Utility Fees and Rates	1,481,572	1,555,650	1,633,433	1,715,104	1,800,860
Fees, Licenses and Permits	420,421	422,434	425,332	426,402	427,527
Grants	4,895,980	422,561	422,561	427,516	427,516
Proceeds from Borrowing	1,300,000	-	-	-	-
Other	304,130	258,107	264,392	267,696	254,358
Grand Total	10,801,545	5,125,595	5,281,983	5,444,489	5,591,681
Expenditures					
Amortization	932,711	990,918	999,251	1,007,584	1,015,917
General Government	1,196,407	1,183,068	1,212,304	1,225,523	1,158,344
Fire Services	504,777	498,335	507,625	517,257	527,249
Bylaw Services	178,882	183,200	187,634	192,104	196,691
Public Works	1,199,265	774,547	635,835	652,240	667,213
Planning and Development	49,536	50,661	51,815	53,000	54,217
Parks, Recreation and Facilities	264,698	261,038	266,558	272,835	278,570
Solid Waste	237,289	250,779	258,019	265,526	273,215
Wastewater	123,050	74,546	76,478	78,505	116,708
Water Fund	846,597	769,313	778,471	800,012	903,375
Interest Payments	136,824	116,049	115,383	115,706	67,148
Grand Total	5,670,037	5,152,454	5,089,374	5,180,294	5,258,647
Surplus/(Deficit)	5,131,508	(26,859)	192,609	264,196	333,034
Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on Tangible Capital Assets	932,711	990,918	999,251	1,007,584	1,015,917
MFA Actuarial Gain on Debt	(52,634)	(65,710)	(79,238)	(93,234)	(41,015)
Cash Surplus	6,011,585	898,349	1,112,623	1,178,546	1,307,936
Cash items NOT included in Annual Surplus (Deficit)					
Repayment of Debt Principal	(438,473)	(447,843)	(356,025)	(333,189)	(277,779)
Capital Expenditures	(7,127,140)	-	-	-	-
Transfer from (to) Reserves	1,856,878	(141,529)	(441,308)	(523,568)	(701,672)
Transfer to Reserves - Infrastructure Levy	(204,244)	(210,372)	(216,683)	(223,183)	(229,879)
Transfer to Reserves - WWTP	(98,606)	(98,606)	(98,606)	(98,606)	(98,607)
Financial Plan Balance	(0)	0	0	0	(0)

Bridge - Previous Draft presented to CotW and Current Draft	
March 18, RCM	5,161,139
Legal fees	(20,000)
LBBP redesign fees	(9,631)
EPC director	12,900
Fire Chief Salary	(12,900)
True up Universal Metering Grant to \$3.94 million	140,000
April 1, 2025 CotW	5,271,508

Capital Expenditures	
March 18, CotW	7,399,140
ph Water Adjustment deferred	(200,000)
Fire Command Vehicle	(40,000)
Fire Electric Jaws of Life Cutter and Spreader	(32,000)
True Up Universal Metering	140,000
April 1, RCM	7,267,140

The table above reconciles Surplus (Deficit) from the draft budget provided to Council on March 18, 2025 to current version provided for the April 1, 2025 CotW meeting

Notes

	2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%	
Taxation						
General Municipal Property Tax	1,965,765	1,945,183	2,042,442	97,259	5.0%	5% increase; with infrastructure levy a total 5.5% increase
Infrastructure Levy	194,518	194,518	204,244	9,726	5.0%	10% of property tax
Parcel Taxes	98,606	98,606	98,606	-	0.0%	Kelvin Grove
Payments in lieu of taxes	63,317	54,150	54,150	-	0.0%	Telus, BC Hydro, Shaw provide letters indicating the Village's entitlement each year
	2,322,206	2,292,457	2,399,442	106,985	4.7%	
Utility Fees and Rates						
Water User Rates	1,103,076	1,103,076	1,158,229	55,154	5.0%	
Sewer User Rates	86,099	86,178	90,487	4,309	5.0%	
Solid Waste User Rates	221,764	221,767	232,855	11,088	5.0%	
	1,410,940	1,411,021	1,481,572	70,551	5.0%	
Fees, Licenses and Permits						
Building Permits	35,139	34,300	40,300	6,000	17.5%	
Temporay Use Permits	1,250	1,500	1,500	-	0.0%	
Development Permits	-	-	-	-	0.0%	
Board Of Variance Application Fee	-	1,000	-	(1,000)	-100.0%	
Secondary Suite Surcharge Fees	1,909	18,498	19,423	925	5.0%	Year end entry to re-allocate; 11 secondary suites that are subject to surcharge
Other Permits	1,240	1,500	1,500	-	0.0%	
Recreation Programs	160	-	-	-	0.0%	
Hall Rental	1,713	3,000	2,200	(800)	-26.7%	
Boat Space Rentals	6,825	7,400	7,400	-	0.0%	
Other Rentals	9,917	14,000	14,000	-	0.0%	
Rental Agree - BC Ambulance	14,874	28,333	28,333	-	0.0%	
Parking Fines	50,315	125,000	100,000	(25,000)	-20.0%	
Parking Passes - Annual	4,902	5,100	5,100	-	0.0%	
Parking Meters	163,502	160,000	160,000	-	0.0%	
Dog Licences	3,210	3,500	3,500	-	0.0%	
Filming Revenue	17,120	8,000	8,000	-	0.0%	
Tree Cutting Applications	(425)	750	750	-	0.0%	
Tax Information Charges	90	500	500	-	0.0%	
Miscellaneous (Recycle BC)	25,128	27,915	27,915	-	0.0%	
	336,868	440,296	420,421	(19,875)	-4.5%	

Notes

	2024 Actual	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%	
Grants						
Small Community Grant	328,400	295,000	295,000	-	0.0%	
Investing in Canada Infrastructure Program	162,690	1,183,585	4,373,419	3,189,834	269.5%	Includes \$3.8 million for universal water metering grant
Gas Tax Funding	-	-	-	-	0.0%	
Other Grants	555,865	742,651	227,561	(515,090)	-69.4%	
	1,046,955	2,221,236	4,895,980	2,674,744	120.4%	
Other Revenue						
External Borrowing	-	-	1,300,000	1,300,000	n/a	Use of Temporary Loan available from MFA for CUBB.3 project
Fire Department Callouts Highway	12,808	13,000	13,000	-	0.0%	
Donations to LB Fire Department	5,750	3,000	3,000	-	0.0%	
Fire Fighter Day Revenue	250	18,000	18,000	-	0.0%	
Tax Penalties and Interest	18,204	19,250	19,250	-	0.0%	
MFA Actuarial Interest	-	43,083	52,030	8,947	20.8%	
Bank Return on Investment	211,045	153,897	190,250	36,353	23.6%	
Miscellaneous	11,930	8,000	8,000	-	0.0%	
Water/Sewer Connection Fees	600	600	600	-	0.0%	
	260,587	258,830	1,604,130	1,345,300	519.8%	
Total Revenues	5,377,556	6,623,839	10,801,545	4,177,705	63.1%	

Notes

Village of Lions Bay
2025 Draft Budget
General Fund - Administration

Notes

1

1

2

Expenditures

	2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%	
Amortization	479,754	540,256	668,347	128,091	33.1%	
Communications	103,124	70,040	57,977	(12,063)	-17.7%	Telephone, Internet costs
Fiscal Charges	11,734	19,328	11,918	(7,409)	-33.5%	Bank charges, CC charges
Insurance	81,418	57,206	58,300	1,094	2.3%	Municipal Insurance Association
Internal Allocations	(67,825)	(67,825)	(69,860)	(2,035)	3.8%	
Maintenance	2,784	9,890	7,186	(2,703)	-20.0%	
Material, Supplies and Equipment	23,723	18,965	19,534	569	2.9%	Photocopier lease and office supplies
Professional Fees / Contract Services	235,980	125,500	121,915	(3,585)	-2.2%	Legal, audit, contract minute taking, appraisals and actuarial services
Salaries and Benefits	767,750	708,765	774,798	66,033	10.7%	
Sundry	2,592	3,918	3,987	70	1.8%	
Training / Professional Development	12,982	18,103	31,646	13,544	115.3%	UBC, GFOA conventions, courses, recruiting costs
Utilities	826	2,060	2,122	62	3.1%	
Total Expenditures	1,654,843	1,506,204	1,687,870	181,666	13.9%	

Notes:

1

There is a year end adjustment to allocate a portion of these costs to other departments

2

2024 - Legal (\$88k), Audit (\$100k), Minute taking (\$22k)

General Fund - Public Works (Including Roads/Bridges/Drainage)

Notes

1

2

Expenditures

Communications

Interest Payments

Insurance

Internal Allocations

Maintenance

Material, Supplies and Equipment

Professional Fees / Contract Services

Salaries and Benefits

Training / Professional Development

Utilities

Total Expenditures

2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
10,679	15,708	12,943	(2,765)	-17.6%
16,274	10,460	8,441	(2,019)	-19.3%
2,785	15,179	18,982	3,804	25.1%
(15,000)	(15,000)	(15,000)	-	0.0%
146,108	575,462	718,781	143,319	24.9%
16,151	49,153	50,627	1,475	3.0%
73,393	186,500	46,000	(140,500)	-75.3%
207,508	291,862	351,761	59,899	20.5%
369	6,695	6,896	201	3.0%
4,925	8,034	8,275	241	3.0%
463,192	1,144,052	1,207,707	63,655	5.6%

Telephone, Internet costs

Building and vehicle insurance

Bridge maintenance, dangerous trees removal

Vehicles fuel and oil, small tools and equipment

Notes

1 There is a year end adjustment to allocate a portion of insurance costs to public works

2 Bridge-end inspection and potential remediation, B04 (Crosscreek on Harvey), possibly B05 (Bayview on Alberta), potentially B07 (Bayview Pl on Alberta)

3 Opex Supplementals included in Public Works budget:

Amount

Bridge-end inspection and potential remediation, B04 (Crosscreek on Harvey), possibly B05 (Bayview on Alberta)

180,000

Dangerous Tree Removal

140,000

Mag Intake access road, roadbase pending \$1 mil.+ ditching-culverting-grading

40,000

B service on 72 hydrants (A/B completed 2024)

36,000

Fix the SW abutment of the Lions Bay Ave. bridge over Harvey Ck.

24,616

Increase vehicle maintenance budget: repair of aging vehicles

24,000

3 sets summer tires

18,000

Refloor Smith Building (previously delayed due to planned move to Pit)

16,500

Replace 18 unreliable heads with 3000 K LED fixtures

9,560

Village of Lions Bay
2025 Draft Budget
General Fund - Water

Notes

	2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Water User Rates	1,103,076	1,103,076	1,158,229	55,154	5.0%
Secondary Suite Fees	786	8,071	8,475	404	5.0%
Connection Fees	600	600	600	-	n/a
CWWF Grant	-	-	-	-	n/a
Other - MFA Actuarial Gain	-	36,940	45,305	8,365	n/a
Total Revenues	1,104,462	1,148,687	1,212,609	63,922	5.8%
Expenditures					
Amortization	205,884	205,884	233,164	27,280	13.3%
Data Connectivity	7,520	21,407	10,922	(10,485)	-49.0%
Interest Payments	87,202	67,954	127,892	59,938	88.2%
Insurance	53,908	50,202	51,206	1,004	2.0%
Maintenance	111,380	81,370	114,627	33,257	40.9%
Materials, Supplies and Equipment	10,852	52,938	32,849	(20,089)	-37.9%
Professional Fees / Contract Services	25,109	97,300	94,609	(2,691)	-2.8%
Salaries and Benefits	531,920	440,794	427,347	(13,447)	-3.1%
Sundry	15,631	19,375	20,292	917	4.7%
Training / Professional Development	3,662	5,923	6,100	178	3.0%
Utilities	12,812	16,738	17,240	502	3.0%
Internal Allocations	69,325	69,325	71,405	2,080	3.0%
Total Expenditures	1,135,205	1,129,209	1,207,653	78,444	6.9%
Surplus / (Deficit)	(30,743)	19,477	4,956		

Notes	Increase in		
	Water Rate	Revenue	\$ Increase
	5%	1,158,229	
Water - Revenue	6%	1,169,260	11,031
Water - Expenditures	7%	1,180,291	11,031
Water - Surplus	8%	1,191,322	11,031
	9%	1,202,352	11,031
	10%	1,213,383	11,031

Includes additional interest for \$1.3M loan for CUBB.3

Replacement of 4 leaking isolation valves at both plants

*A 1% increase in user rate equals \$11,505,
or \$18.51 per home

Notes

1
2

2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Expenditures				
Communications	49,317	53,491	54,557	1,0672.2%
Fiscal Charges	-	250	120	(130)n/a
Interest Payments	-	905	490	(415)n/a
Insurance	35,346	20,255	20,660	4051.1%
Maintenance	23,027	94,960	164,334	69,374301.3%
Material, Supplies and Equipment	51,885	99,491	88,409	(11,082)-21.4%
Professional Fees / Contract Services	4,842	-	-	n/a
Salaries and Benefits	97,935	143,753	157,188	13,43513.7%
Training / Professional Development	11,206	15,773	15,796	230.2%
Utilities	1,166	3,605	3,713	1089.3%
274,724	432,482	505,268	72,786	26.5%

Dispatch services

ICBC

Vehicle service; \$100k for fire truck reserve fund

1
2

Notes

ICBC; year end entry to allocate a portion of fleet insurance costs to public works

\$50k contributed to reserve in 2024 for a new fire truck; \$100k in 2025. A new fire truck is estimated to cost approximately \$1.4 million

Notes

Expenditures

	2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Grants	6,600	8,400	10,900	2,500	29.8%
Maintenance	126,485	63,554	70,476	6,923	10.9%
Material, Supplies and Equipment	26,225	28,020	23,656	(4,364)	-15.6%
Professional Fees / Contract Services	2,672	12,000	20,000	8,000	66.7%
Salaries and Benefits	182,179	228,243	126,685	(101,558)	-44.5%
Sundry	3,363	3,383	3,433	50	1.5%
Communications	2,054	-	-	-	0.0%
Utilities	8,019	9,270	9,548	278	3.0%
Total Expenditures	357,597	352,870	264,698	(88,172)	-25.0%

Porta potties, log removal, facilities maintenance

2025 - Sea-to-Sky invasive species

Notes

Village of Lions Bay
2025 Draft Budget
General Fund - Solid Waste

Notes

	2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%	
Garbage User Fees	221,608	221,767	232,855	11,088	5.0%	
Secondary Suite Fees	155	1,603	1,683	80	5.0%	
Miscellaneous Revenue (Recycle BC revenue)	29,186	26,990	26,990	-	0.0%	
Prompt Payment Discounts	(5,175)	(5,644)	(5,926)			
Total Revenues	245,774	244,716	255,602	11,168	4.6%	
Expenditures						
Mini-recycling depot	-	6,825	11,000	4,175	61.2%	
Collection Contract	56,997	61,153	62,988	1,835	3.0%	Waste control systems
Recycle Removal Contract	62,306	62,101	63,964	1,863	3.0%	Waste control systems
Green Waste Contract	72,096	79,021	81,392	2,371	3.0%	Waste control systems
Salaries and Benefits	-	9,316	8,446	(870)	-9.3%	
Internal Allocations	9,500	9,500	9,500	-	0.0%	
Total Expenditures	200,899	227,916	237,289	9,373	4.1%	
Surplus / (Deficit)	44,875	16,800	18,313			

Notes		
Solid Waste - Revenue		255,602
Solid Waste - Expenditures		237,289
Solid Waste - Surplus		18,313

Increase in Solid Waste		
Rate	Revenue	\$ Increase
5%	232,855	
6%	235,073	2,218
7%	237,290	2,218
8%	239,508	2,218
9%	241,726	2,218
10%	243,943	2,218

*A 1% increase in user rate equals \$2,218, or
\$3.72 per home

Village of Lions Bay
2025 Draft Budget
General Fund - Bylaw

Notes

Expenditures

Communications	17,805	2,781	2,292	(489)	-17.6%
Material, Supplies and Equipment	43,253	44,849	46,187	1,338	3.0%
Professional Fees / Contract Services	267	7,250	5,750	(1,500)	-20.7%
Salaries and Benefits	120,697	122,881	123,254	372	0.3%
Training / Professional Development	690	-	1,400	1,400	n/a
Total Expenditures	182,712	177,761	178,882	1,121	0.6%

1 full time officer and 2 temporary seasonal officers

Notes

Village of Lions Bay
2025 Draft Budget
General Fund - Emergency Services

Notes

1

1

1

2

2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%	
Expenditures					
Communications	4,197	-	8,800	8,800	n/a EOC and ESS IT costs
Search and Rescue	-	2,575	2,652	77	3.0%
Emergency Support Services (ESS)	452	10,000	25,037	15,037	150.4% ESS Director Honorarium
Maintenance	9,450	6,225	6,412	187	3.0%
Material, Supplies and Equipment	1,175	3,060	3,122	62	2.0%
Professional Fees / Contract Services	20,900	45,000	22,100	(22,900)	-50.9% EPC Director fees
Batanni Creek Debris Flow	88,502	-	-	-	0.0%
Training / Professional Development	1,000	1,000	-	(1,000)	-100.0%
Utilities	998	1,236	1,273	37	3.0%
Total Expenditures	126,673	69,096	69,396	300	0.4%

Notes

1

Year end entry to allocate shared costs to ESS and EOC

2

2024 - Emergency building costs of \$10k and Battani Creek Slide costs of \$88k. Battani Creek Costs are reimbursed by the province

Village of Lions Bay
2025 Draft Budget
General Fund - Wastewater

Notes

	2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
Utility Fees and Rates	86,099	86,178	90,487	4,309	5.0%
Parcel Taxes	98,606	98,606	98,606	-	0.0%
Secondary Suite Fees	968	8,824	9,265	441	5.0%
Connection Fees	-	-	-	-	n/a
Prompt payment discount	(1,652)	(1,811)	(1,902)	(91)	5.0%
Total Revenues	184,021	191,797	196,457	4,660	2.4%
Expenditures					
Amortization	36,200	36,200	36,200	-	0.0%
Communications	1,981	999	1,029	30	3.0%
Insurance	6,734	6,271	6,396	125	2.0%
Maintenance	32,258	29,355	81,620	52,265	178.0%
Material, Supplies and Equipment	-	2,120	2,184	64	3.0%
Professional Fees / Contract Services	-	-	-	-	n/a
Salaries and Benefits	31,748	23,290	21,114	(2,176)	-9.3%
Sundry	463	2,326	2,432	106	4.6%
Training / Professional Development	-	1,060	1,092	32	3.0%
Utilities	1,895	3,090	3,183	93	3.0%
Internal Allocations	4,000	4,000	4,000	-	0.0%
Total Expenditures	115,279	108,711	159,250	50,538	46.5%

6 Manholes, spare gearbox for RBC

Notes	Increase in		
	Sewer Rate	Revenue	\$ Increase
Wastewater - Revenue	5%	90,487	
Wastewater - Expenditures	6%	91,349	862
Sewer - Surplus	7%	92,211	862
	8%	93,073	862
	9%	93,934	862
	10%	94,796	862

*A 1% increase in user rate equals \$862, or \$10per home

Village of Lions Bay
2025 Draft Budget
General Fund - Council

Notes

1

Expenditures

Council Communication

Office Supplies

Salaries and Benefits

Council Funded Events

Election

Conferences and training

Association Dues / Memberships

Travel

Total Expenditures

2024 Preliminary	2024 Budget	2025 Budget	Increase (Decrease) in Budget	%
2,860	2,266	1,973	(293)	-12.9%
643	200	200	-	0.0%
57,771	57,967	59,461	1,495	2.6%
808	4,000	2,000	(2,000)	-50.0%
8	6,500	31,500	25,000	384.6%
10,334	12,000	10,300	(1,700)	-14.2%
1,533	1,494	1,538	45	3.0%
472	500	515	15	3.0%
74,730	84,926	107,488	22,261	26.2%

By-election costs
UBCM conference

1

Notes

By-election costs in 2023 amounted to \$25k; budgeted \$25k for 2025 by-election and \$6.5k contribution to election reserve

Village of Lions Bay
2025 Draft Budget
General Fund - Building and Planning

Notes

Expenditures

Communications	174	4,378	2,235	(2,143)	-48.9%	Housing needs report
Professional Fees / Contract Services	2,500	8,676	8,936	260	3.0%	
Salaries and Benefits	38,869	33,897	34,076	179	0.5%	
Sundry	-	773	796	23	3.0%	
Training / Professional Development	707	1,451	1,494	44	3.0%	
Community planning	-	2,000	2,000	-	100.0%	Contribution to OCP reserve
	42,249	51,173	49,536	(1,636)	-3.2%	

Notes

		WHOLE-VILLAGE											
LIKELIHOOD OF HARM ARISING		SEVERITY OF HARM											
ID	1-10	1-10	\$/RISK	PROJECT		Estimated cost	Spent	Remaining Cost	Budgeted previously and unspent	Grant/Loan funding remaining	Deferred to future years	2025 municipal funding required	
	PW	8	6	82,083	Universal water metering (Grant Funded)	3,940,000	-	3,940,000	-	3,940,000	-	-	
	PW	8	8	20,313	CUBB.3: replace 400 m of 6" cast-iron watermain from Alberta Ck - Centre	1,300,000	-	1,300,000	-	1,300,000	-	-	
CO2024.1	PW	5	7	35,000	HiTAP and successor projects	1,225,000	621,561	603,439	378,439	-	225,000	-	
		8	8	16,711	Lions Bay Beach Park Revitalization Project	1,069,486	294,596	774,890	-	573,419	-	201,471	
	PW	7	8	5,357	Project SCORE (SCada Operations Rework)	300,000	50,000	250,000	155,000	-	-	95,000	
	PW	5	5	8,000	pH water adjustment	200,000	-	200,000	-	-	200,000	-	
	CAC	9	9	2,469	Village Hall heat pump	200,000	-	200,000	-	200,000	-	-	
	PW	10	3	5,427	LBBP jetty (reduced scope):log boom only	162,811	4,000	158,811	186,000	-	-	-	27,189
	PW	6	3	6,944	Bayview: design, construction to replace 50 m of CMP under road just north of School	125,000	-	125,000	-	-	-	125,000	
	PW	10	2	6,250	Frontcountry toilet facilities at Missing Link to “minimise fecal contamination in the watersheds"	125,000	-	125,000	-	-	125,000	-	
	PW	6	3	5,556	Bayview: design, construction to replace 50 m of CMP from #315 to Alberta Ck	100,000	-	100,000	-	-	100,000	-	
	PW	8	1	11,250	Creekview.1:Design o Replace 90m 8"CI	90,000	-	90,000	-	-	90,000	-	
	PW	7	3	2,381	Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage): review prior design for 350 m ditches and culverts	50,000	-	50,000	-	-	-	50,000	
BLAW2025-1		10	1	4,500	Bylaw - Vehicle	45,000	-	45,000	-	-	-	45,000	
FIRE2025-1		1	2	22,500	FIRE -Forklift/backhoe	45,000	-	45,000	-	-	-	45,000	
	PW	8	5	1,038	Oceanview from PRVs 2/3 - Highview (included): design to replace 415 m of CI watermain, drainage	41,500	-	41,500	-	-	41,500	-	
FIRE2025-3		10	1	4,000	FIRE - Command Vehicle	40,000	-	40,000	-	-	40,000	-	
FIRE2025-2		5	5	1,280	FIRE - Electric Jaws of Life Cutters and Spreader	32,000	-	32,000	-	-	32,000	-	
						9,090,797	970,157	8,120,640	719,439	6,013,419	853,500	534,282	
						Capital Cost Remaining		(8,120,640)					
						Grant funding remaining		6,013,419					
						Draw from reserves (previously taxed)		719,439	} 1,253,721	Note [3] on reserves schedule			
						Draw from reserves (current)		534,282					
						Deferred		853,500					
								-					

Village of Lions Bay 5 Year Capital Expenditure Plan

VoLB Committee of the Whole - April 1, 2025 - Page 32 of 36

High
Medium
Low

Capital Expenditures	Funding 2025	Next 4 Years
Lions Bay Beach Park	174,282	
Bayview: design, construction to replace 50 m of CMP under road just north of School	125,000	
Project SCORE (SCada Operations Rework)	95,000	
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage): review prior design for 350 m ditches and culverts	50,000	
Bylaw - Vehicle	45,000	
FIRE -Forklift/backhoe	45,000	
CUBB.3: replace 400 m of 6" cast-iron watermain from Alberta Ck - Centre (\$1.3 M funded by Loan)	0	
Universal water metering (Grant Funded)	0	
Village Hall heat pump (Climate Action Committee - Grant Funded)	0	
Oceanview from PRVs 2/3 - Highview (included): design to replace 415 m of CI watermain, drainage	0	100,000
pH water adjustment	0	200,000
FIRE - Command Vehicle	0	40,000
FIRE - Electric Jaws of Life Cutters and Spreader	0	32,000
HiTAP (Highway Tank Alternatives Project: former Water Contingency/ASAP	0	225,000
Bayview: design, construction to replace 50 m of CMP from #315 to Alberta Ck	0	603,439
Creekview.1:Design o Replace 50m 8"CI	0	250,000
Frontcountry toilet facilities at Missing Link to "minimise fecal contamination in the watersheds"	0	200,000
Engine 62 - Fire Department (one new, one used)	0	1,350,000
Magnesia - Raw water intake settling and skimming launder basin to separate vegetation and small rocks	0	333,333
Creekview.2:Construction to replace 90m 8"CI	0	280,000
CUBB.1: replace 450 m of 6" asbestos-cement watermain from cul-de-sac - #465 Upper Bayview	0	1,450,000
CUBB.2: replace 6" cast-iron watermain from #465 Upper Bayview - Bayview Rd + Bayview Pl	0	2,350,000
Design and construction of end-Mountain drainage	0	130,000
DWIP: Bayview from Soundview to School PRV: upsize 500 m of watermain from 6" to 8" to provide fireflow (50/50 Roads/Water)	0	1,350,000
End-Tidewater Drainage	0	149,999
Highview: replace 450 m 6" cast-iron watermain: design, construction, road repair, stormwater	0	1,450,000
Mountain, 410 - 450: 200 m design & construction of stormwater system	0	300,000
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage).2: construct 350 m ditches and culverts	0	450,000
Oceanview from PRVs 2/3 - Highview inclusive.2: construct 415 m of cast-iron watermain, remove orphaned stub, drainage	0	1,345,000
Tidewater, Sweetwater: design, construct 100 m of CMP culvert	0	322,700
Replace PRV 4 (Upper Bayview)	0	300,000
Tidewater: design, construction to replace 50 m of CMP under tracks	0	100,000
Weir Height/Inclination Realign (WHIRL) @ Magnesia (if MAGIIC does not alleviate most grate blockage issues)	0	425,000
Village hall sound system	0	7,500
Kuboda Side-by-side ATV for intake access	0	25,000

Total Capital Expenditure	534,282	13,868,971
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Village of Lions Bay

5 Year Capital Expenditure Plan

VoLB Committee of the Whole - April 1, 2025 - Page 33 of 36

High

Medium

Low

Capital Expenditures	Funding 2025	Next 4 Years
Lions Bay Beach Park	174,282	
Bayview: design, construction to replace 50 m of CMP under road just north of School	125,000	
Project SCORE (SCada Operations Rework)	95,000	
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage): review prior design for 350 m ditches and culverts	50,000	
Bylaw - Vehicle	45,000	
FIRE -Forklift/backhoe	45,000	
CUBB.3: replace 400 m of 6" cast-iron watermain from Alberta Ck - Centre (\$1.3 M funded by Loan)	0	
Universal water metering (Grant Funded)	0	
Village Hall heat pump (Climate Action Committee - Grant Funded)	0	
Oceanview from PRVs 2/3 - Highview (included): design to replace 415 m of CI watermain, drainage	0	100,000
pH water adjustment	0	200,000
FIRE - Command Vehicle	0	40,000
FIRE - Electric Jaws of Life Cutters and Spreader	0	32,000
HiTAP (Highway Tank Alternatives Project: former Water Contingency/ASAP	0	225,000
Bayview: design, construction to replace 50 m of CMP from #315 to Alberta Ck	0	603,439
Creekview.1:Design o Replace 50m 8"CI	0	250,000
Frontcountry toilet facilities at Missing Link to "minimise fecal contamination in the watersheds"	0	200,000
Engine 62 - Fire Department (one new, one used)	0	1,350,000
Magnesia - Raw water intake settling and skimming launder basin to separate vegetation and small rocks	0	333,333
Creekview.2:Construction to replace 90m 8"CI	0	280,000
CUBB.1: replace 450 m of 6" asbestos-cement watermain from cul-de-sac - #465 Upper Bayview	0	1,450,000
CUBB.2: replace 6" cast-iron watermain from #465 Upper Bayview - Bayview Rd + Bayview Pl	0	2,350,000
Design and construction of end-Mountain drainage	0	130,000
DWIP: Bayview from Soundview to School PRV: upsize 500 m of watermain from 6" to 8" to provide fireflow (50/50 Roads/Water)	0	1,350,000
End-Tidewater Drainage	0	149,999
Highview: replace 450 m 6" cast-iron watermain: design, construction, road repair, stormwater	0	1,450,000
Mountain, 410 - 450: 200 m design & construction of stormwater system	0	300,000
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage).2: construct 350 m ditches and culverts	0	450,000
Oceanview from PRVs 2/3 - Highview inclusive.2: construct 415 m of cast-iron watermain, remove orphaned stub, drainage	0	1,345,000
Tidewater, Sweetwater: design, construct 100 m of CMP culvert	0	322,700
Replace PRV 4 (Upper Bayview)	0	300,000
Tidewater: design, construction to replace 50 m of CMP under tracks	0	100,000
Weir Height/Inclination Realign (WHIRL) @ Magnesia (if MAGIIC does not alleviate most grate blockage issues)	0	425,000
Village hall sound system	0	7,500
Kuboda Side-by-side ATV for intake access	0	25,000

Total Capital Expenditure

534,282

13,868,971

Projects	LIKELIHOOD OF HARM ARISING 1-10	WHOLE- VILLAGE SEVERITY OF HARM 1-10	Cost before GST	\$/RISK	2025 municipal funding requested	Later years must-do	Notes
Bayview: design, construction to replace 50 m of CMP from #315 to Alberta Ck	6	3	100,000	5,556	125,000	10,000	Concept design complete Concept design complete Concept design complete Was design already done? Possible Metro/BCMC funding Remaining cost 500,000
Bayview: design, construction to replace 50 m of CMP under road just north of School	6	3	125,000	6,944			
Creekview.1: design to replace 90 m 8" cast-iron	8	1	90,000	11,250		90,000	
Creekview.2: construction to replace 90 m 8" cast-iron	8	1	280,000	35,000	1,300,000	280,000	
CUBB.1: replace 450 m of 6" asbestos-cement watermain from cul-de-sac - #465 Upper Bayview	7	8	1,450,000	25,893		1,450,000	
CUBB.2: replace 6" cast-iron watermain from #465 Upper Bayview - Bayview Rd + Bayview Pl	8	7	2,350,000	41,964		2,350,000	
CUBB.3: replace 400 m of 6" cast-iron watermain from Alberta Ck - Centre	8	8	1,300,000	20,313	-		
Design and construction of end-Mountain drainage	10	2	130,000	6,500		130,000	
DWIP (Drainage & Water Improvement Project): Bayview from Soundview to School PRV: upsize 500 m of ductile-iron watermain from 6" to 8" to provide fireflow (50/50 Roads/Drainage/Water)	5	5	1,350,000	54,000		1,350,000	
End-Tidewater drainage	4	2	149,999	18,750	50,000	149,999	
Frontcountry toilet facilities at Missing Link spur to replace portables and partly address VCH directive to “minimise fecal contamination in the watersheds"	10	2	125,000	6,250		125,000	Added a further 95,000 to the prior 205,000 SCADA line item to address turbidity and UV transmissivity issues thru process changes, before we are ordered to install filtration at \$10-16 mil. for two plants. Oldest. Part of CUBB Poss. MoE funding? Pref. vendor: Neptune Alleviate constant plugging
Highview: replace 450 m 6" cast-iron watermain: design, construction, road repair, stormwater	7	7	1,450,000	29,592		1,450,000	
HiTAP (Highway Tank Alternatives Project: former Water Contingency/ASAP	5	7	1,225,000	35,000	95,000	225,000	
LBBP jetty (reduced scope): no underwater berms, log boom only (recover prior 50,000 floating dock and barrier funding). Eliminate 34,700 sand replenishment.	10	3	162,811	5,427		27,189	
Mountain, 410 - 450: 200 m design & construction of stormwater system	7	3	300,000	14,286		300,000	
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage).1: review prior design for 350 m ditches and culverts	8	5	50,000	1,250	-		
Oceanview from Highview - Harvey (LORD, Lower Oceanview Road Drainage).2: construct 350 m ditches and culverts	8	5	450,000	11,250		450,000	
Oceanview from PRVs 2/3 - Highview inclusive.1: FINAL design to replace 415 m of cast-iron watermain, drainage incorporation daylighting, natural infrastructure	6	7	41,500	988		41,500	
Oceanview from PRVs 2/3 - Highview inclusive.2: construct 415 m of cast-iron watermain, remove orphaned stub, drainage (remove	6	7	1,345,000	32,024	3,940,000	1,345,000	
Project SCORE (SCada Operations Rework): Cloud alarming [done in 2024], ENSURE (Excessive NTU Shutdown Routine), zone metering, inline chlorine monitoring, MAGIIC (Magnesia Intake Instrumentation & Cutout) [partly done in 2024], HII (Harvey Intake Instrumentation)	7	8	300,000	5,357			
pH water adjustment	5	5	200,000	8,000		200,000	
Replace PRV 4 (Upper Bayview)	6	7	300,000	7,143	3,940,000	300,000	Poss. MoE funding? Pref. vendor: Neptune Alleviate constant plugging
Tidewater, Sweetwater: design, construct 100 m of CMP culvert	8	2	322,700	20,169		322,700	
Tidewater: design, construct replace 50 m of CMP under tracks	6	3	100,000	5,556		100,000	
Universal metering to address consequent leakage	8	6	3,940,000	82,083	-	-	
Weir Height/Inclination Realign (WHIRL) @ Magnesia (if MAGIIC does not alleviate most grate blockage issues)	9	8	425,000	5,903		425,000	
Totals					5,482,811	11,094,199	

Village of Lions Bay
2025 Draft Budget
Supplementals - Operating Costs

Department	Description	Estimated cost	Budgeted previously and unspent	Grant funding	2025 municipal funding required	Ongoing /One Time
Public Works	Mag Intake access road, roadbase pending \$1 mil.+ ditching-culverting-grading	40,000	-	-	40,000	One Time
Public Works	3 sets summer tires	18,000	-	-	18,000	One Time
Public Works	B service on 72 hydrants (A/B completed 2024)	36,000	-	-	36,000	One Time
Public Works	Refloor Smith Building (previously delayed due to planned move to Pit)	16,500	-	-	16,500	One Time
Public Works	Bridge-end inspection and potential remediation, B04 (Crosscreek on Harvey), possibly B05 (Bayview on Alberta), potentially B07 (Bayview Pl on Alberta)	180,000	180,000	-	-	One Time
Public Works	Drought emergency reserve (not used, no longer needed, recover)	200,000	200,000	-	(200,000)	One Time
Public Works	Reassign drought emergency reserve to Battanni Creek recovery	200,000	-	-	200,000	One Time
Public Works	Increase vehicle maintenance budget: repair of aging vehicles	24,000	-	-	24,000	One Time
Public Works	Recycling depot	10,000	10,000	10,000	(10,000)	One Time
Public Works	Sewer I&I, 6 manholes	30,000	-	-	30,000	One Time
Public Works	Replace failed (leaking) 8" strainer at PRV 1	8,900	-	-	8,900	One Time
Public Works	Replacement of 4 leaking isolation valves at both plants	22,816	-	-	22,816	One Time
Public Works	Fix the SW abutment of the Lions Bay Ave. bridge over Harvey Ck.	24,616	-	-	24,616	One Time
Public Works	12 hydrovac service calls for service line daylighting	48,000	-	-	48,000	One Time
Public Works	Replace 18 unreliable heads with 3000 K LED fixtures	9,560	-	-	9,560	One Time
Public Works	Spare gearbox for RBC	12,000	-	-	12,000	One Time
Public Works	Dangerous Tree Removal	140,000	-	-	140,000	One Time
Administration	aMais Accounts Receivable module	7,000	-	-	7,000	Ongoing - \$2,100 maint fee
Fire	Increase in contribution to fire truck reserve	50,000	-	-	50,000	Ongoing
Fire	Increase Paid on Call standby pay rate closer to industry standards	50,000	-	-	50,000	Ongoing
		1,127,392	390,000	10,000	527,392	

		Statutory Reserves					Surplus			
	Year	Infrastructure	Capital	Land	Gas Tax	Curly Stewart	Climate Action	Recycle BC	General	Total
Ending Balance	2022	642,115	656,772	773,323	676,727	11,881	57,886	-	2,025,865	4,844,569
Increase (Decrease) in Surplus		-	-	-	-	-	-	-	877,555	877,555
Interest		11,000	12,500	10,000	13,000	238	-	-	(46,738)	-
Transfers		179,878	-	98,606	62,053	(1,000)	51,082	28,510	(419,129)	-
Ending Balance	2023	832,993	669,272	881,929	751,780	11,119	108,968	28,510	2,437,553	5,722,124
Increase (Decrease) in Surplus		-	-	-	-	-	-	-	1,390,035	1,390,035
Interest		11,000	12,500	10,000	13,000	320	-	-	(46,820)	-
Transfers		189,165	50,000	98,606	-	70	149,647	26,500	(513,988)	-
Ending Balance	2024	1,033,158	731,772	990,535	764,780	11,509	258,615	55,010	3,266,780	7,112,159
Increase (Decrease) in Surplus		-	-	-	-	-	-	-	5,271,508	5,271,508
Interest		11,000	12,500	10,000	13,000	320	-	-	(46,820)	-
Transfers		204,244	100,000	98,606	-	-	-	26,500	(429,350)	-
Ending Balance	2025	1,248,402	844,272	1,099,141	777,780	11,829	258,615	81,510	8,062,118	12,383,667
Capital expenditures		Infrastructure	Capital	Land	Gas Tax	Curly Stewart	Climate Action		General	
Draw from reserves (previously taxed)		-	-	-	-	-	-	-	(719,439)	(719,439)
Draw from reserves (current)		(154,782)	-	-	(650,000)	(1,500)	(200,000)	-	(5,541,419)	(6,547,701)
Ending Reserves		1,093,620	844,272	1,099,141	127,780	10,329	58,615	81,510	1,801,260	5,116,527

Note [1] Interest earned on unspent funds that are reserved for a specific purpose are reallocated from the general surplus to the associated reserve account on an annual basis

Note [2] Transfers represent a reallocation from general surplus to specific reserve accounts for revenues collected during the year specifically related to those reserves

Note [3] Draws from reserves represent funding for capital projects associated with those reserves. Refer to 2025 Budget Capital Requests - Funding

(719,439) This represents capital expenditures that have been previous taxed for but were unspent and currently reside in general surplus

(154,782) This represents a draw from the infrastructure fund, in accordance with the associated bylaw, to pay for planned capital expenditures

(650,000) This represents a draw from the gast tax reserve, in accordance with the associated restrictions on use of funds, to pay for planned capital expenditures

(1,500) This represents a draw from the Curly Stewart reserve for the current year's scholarship award

(5,741,419) This represents a draw from general surplus to pay for planned capital expenditures. The draw on surplus relates to the following:

(7,267,140) 3,940,000 Universal Water Metering Grant (claims will be reflected in Revenue and used to offset costs of development)

573,419 Lions bay beach park - provincial contribution (claims will be reflected in Revenue and used to offset costs of development)

1,300,000 Temporary loan - used to finance CUBB.3 project

200,000 Climate Action funding received

6,013,419 Grant / Loan Funded capital expenditures

(1,253,721) Draw on general reserves (refer to Capital Funding Schedule)

Note [4] General surplus is allocated as follows:

Election	Legal	Growing Communities	FireSmart	Housing Initiatives	Next Gen 911	General	Total
11,500	100,000	675,546	100,000	155,786	45,000	723,059	1,810,891