

2020 ANNUAL REPORT

FOR THE YEAR ENDED DECEMBER 31, 2020



ABOUT THIS REPORT

District of West Vancouver
British Columbia, Canada

Annual Report
for the year ended
December 31, 2020

designed and prepared by the Community
Relations & Communications Division

produced by the Financial Services Division,
June 2021

This report is printed on 100% post-consumer
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AWARD FOR FINANCIAL REPORTING



Government Finance Officers Association

Canadian Award for Financial Reporting

Presented to
District of West Vancouver
British Columbia

For its Annual
Financial Report
for the Year Ended

December 31, 2019

Christopher P. Morrell
Executive Director/CEO

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Canadian Award for Financial Reporting to the District of West Vancouver for its annual financial report for the fiscal year ended December 31, 2019.

In order to be awarded a Canadian Award for Financial Reporting, a government must publish an easily readable and efficiently organized annual financial report, whose contents conform to program standards. Such reports should go beyond the minimum requirements of generally accepted accounting principles and demonstrate an effort to clearly communicate the municipal government's financial picture, enhance an understanding of financial reporting by municipal governments and address user needs.

A Canadian Award for Financial Reporting is valid for a period of one year only. We believe our current report continues to conform to the Canadian Award for Financial Reporting program requirements and we are submitting it to the GFOA.

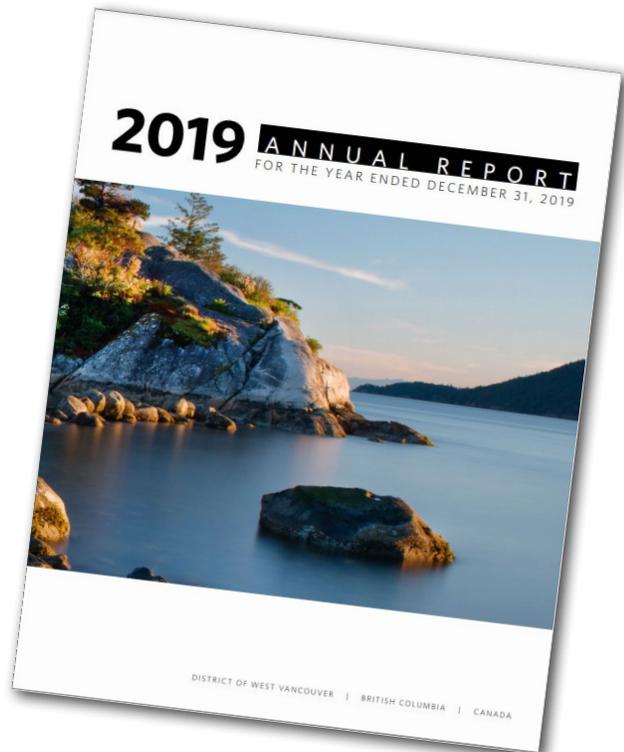




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OUR VISION

West Vancouver will **inspire excellence** and lead by example.

Collaborative government and a spirit of **personal civic commitment** will power the **innovations** that shape our **shared future**.

The **strength** of this relationship will secure our treasured quality of life and will be the measure of our **success as a community**.

OUR MISSION

We champion the opportunities that demonstrate our deep commitment to:

- Foster a sense of shared and individual responsibility for community well-being, inclusion, social unity and respect for our full heritage.
- Protect, restore and defend our natural environment; legislate efforts to effect positive change.
- Encourage diversity in housing, land use and innovative infrastructure within our distinct neighbourhoods to meet changing needs.
- Enrich community vitality, health and understanding through integrating arts, learning, intercultural experiences and physical activity into our daily lives.
- Maximize the potential of our economic base and services, and balancing the effective long-term use of resources for current and future generations.

District of West Vancouver at a Glance*

LAND AREA

- 87.4 square kilometres

POPULATION (2016 Census Canada)

- 42,470 residents
- 13.83% are 0-14 years old
- 58.36% are 15-64 years old
- 27.81% are 65 years and older
- 16,935 households

BUSINESSES

- 5,759 businesses (District of West Vancouver)

MUNICIPAL FACTS

- 804 permanent employees
- \$162 million operating budget
- \$70 million capital budget

*sources are portrayed in brackets



WEST VANCOUVER COUNCIL

Peter Lambur, Sharon Thompson, Craig Cameron, Mayor Mary-Ann Booth, Bill Soprovich, Nora Gambioli, and Marcus Wong.

MESSAGE FROM THE MAYOR

Life in West Vancouver changed significantly when the COVID-19 pandemic struck in March 2020. During this time, we focused on providing high-quality core services and supporting our most vulnerable residents.

Our accomplishments were guided by our six Strategic Goals listed below. The Official Community Plan mirrors these goals, and Council continued to advance a number of policies that will shape the future of our community:

Housing: significantly expand the diversity and supply of housing, including housing that is more affordable. Council approved rezoning of the District-owned site at 2195 Gordon Avenue to allow a combination of strata units, secured below-market rental housing, and an Adult Day Centre.

Local Economy: create vital and vibrant commercial centres. Council worked quickly to support local restaurants with an outdoor patio program, which allows more space to safely physically distance. Residents embraced Harmony Eats, where they could safely dine on the waterfront in Ambleside.

Climate Change and Nature: protect our natural environment, reduce our impact on it, and adapt to climate change. Council adopted the highest energy-efficient construction standards in Canada for new residential buildings.

Mobility: improve mobility and reduce congestion for people and goods. Local government leaders on the North Shore came together to prioritize joint transportation decisions, including advancing plans for a new rapid transit connection across Burrard Inlet, and an extension of the Lower Level Road to provide another east-west connection across the North Shore.

Municipal Services: deliver municipal services efficiently. Work on seismic upgrades to Municipal Hall continued and because many employees were working from home due to the pandemic, we saved costs and time. We are also re-assessing what their workspaces should look like in the future.

Social Well-being: enhance the social well-being of our community. The pandemic brought to light a need amongst our community's most vulnerable seniors, who lacked the means to access regular meals. This grew into the award-winning Feed the Need program.

For more details, please visit the Mayor's Year in Review: westvancouver.ca/2020-review.

Council is committed to using every tax dollar efficiently and effectively. After the pandemic began, under the leadership of our new Chief Administrative Officer, Robert Bartlett, staff completely reviewed and reorganized the District's financial plan to reflect the response to the pandemic and Public Health Orders, and find long-term savings.

The pandemic has been a huge shock. It has turned the world upside down and taken millions of lives. But it has also created opportunities for us to make changes that were long overdue and will make us stronger. I'm particularly proud of how our staff have adapted and innovated, and continued to serve this community at the highest level.

On behalf of Council, thank you for making West Vancouver a great place to live. Working with our staff and residents, we will continue to build a resilient community that is more livable, vibrant, and inclusive.

Sincerely,



Mayor Mary-Ann Booth



Mayor Mary-Ann Booth | West Vancouver

MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER

I am pleased to present the 2020 Annual Report on behalf of the District of West Vancouver.

The detailed and audited numbers in this report clearly describe our 2020 financial activities and offer a comprehensive picture of the District's position at the end of the year. This report has been prepared in accordance with Canadian Generally Accepted Accounting Principles as set out by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

As in all municipalities in British Columbia, life in West Vancouver changed significantly in 2020 when the COVID-19 pandemic began. The originally proposed "business as usual" budget was withdrawn and reviewed in detail. A second, modified budget was created that took the pandemic into account and only the capital works and operating costs that were considered to be critical to providing services were included in the budgeting process.

The accomplishments and diligence of staff over previous years made it possible for the District to continue to provide important core services and make progress on Council's six Strategic Goals that encompass: housing, the local economy, climate change and nature, mobility, municipal services, and social well-being. These goals, which are closely aligned with the objectives of the Official Community Plan, are the cornerstone of our work at the District and will guide our community into the future.

Last year, we continued to offer high-quality core services for our residents in a fiscally responsible manner, while taking the COVID-19 response into account. However, regional pressures continue to impact our area. High real estate costs, the ability to care for our residents, manage visitors and efficiently move people and goods in and out of West Vancouver, the need to support our local businesses and strengthen our economy, and the increasing impact of climate change on natural assets are examples of pressures that require policy action from all levels of government, including municipal governments.

I would like to thank Council, staff, and the residents who contribute to building an outstanding and resilient community. Your dedication and engagement will ensure our residents are proud to call West Vancouver home now and in the future.



Robert Bartlett | Chief Administrative Officer

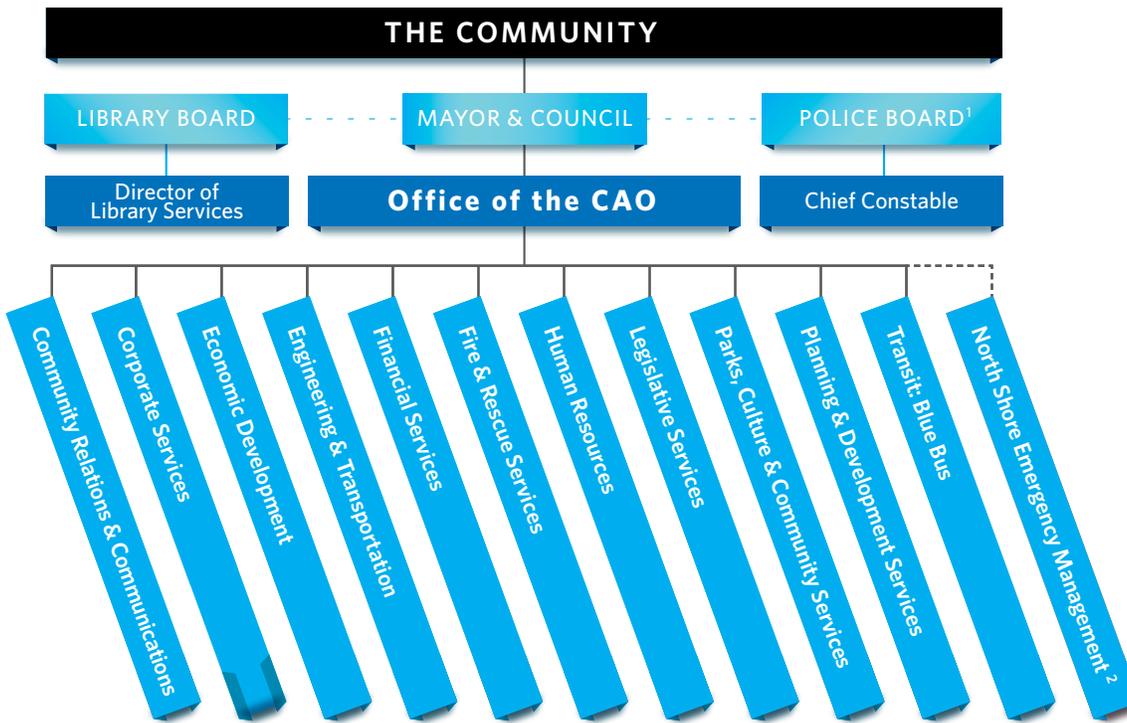
Sincerely,

A handwritten signature in blue ink, which appears to read "Robert Bartlett". The signature is fluid and cursive, written in a professional style.

Robert Bartlett



EXECUTIVE TEAM



¹Police services in West Vancouver are provided by an independent West Vancouver police detachment, which operates under the governance of the Police Board appointed by Council, as per the BC Police Act (RSBC 1996, chapter 367).

²North Shore Emergency Management (NSEM) is an inter-municipal agency providing emergency management services for the District of West Vancouver, City of North Vancouver and District of North Vancouver.

- Robert Bartlett** Chief Administrative Officer
- Donna Powers** Director of Community Relations & Communications
- Mark Chan** Deputy Chief Administrative Officer/Director of Corporate Services
- Jenn Moller** Director of Engineering & Transportation
- Isabel Gordon** Director of Financial Services
- Dave Clark** Chief of Fire & Rescue Services
- Eva Glickman** Director of Human Resources
- Mark Panneton** Director of Legislative Services/Corporate Officer
- Stephanie Hall** Director of Library Services
- Anne Mooi** Director of Parks, Culture & Community Services
- Jim Bailey** Director of Planning & Development Services
- Len Goerke** Police Chief Constable

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

The Office of the Chief Administrative Officer leads, coordinates, and provides oversight for all District divisions to ensure the District is accomplishing Council's priorities, goals of the community, and the District's vision and mission. The Chief Administrative Officer (CAO) also manages the District's interests on intergovernmental issues.

The CAO takes direction from Mayor and Council in their roles as governors of the District of West Vancouver. The CAO serves as a link between Council, which sets priorities, and the executive committee, which implements them. The CAO keeps Mayor and Council informed of corporate policies, plans, and financial information, and provides them with analysis, options, and recommendations. As administrative head of the District, the CAO ensures that the organization is operating at optimal levels and provides leadership and direction to executive committee members on development and execution of divisional and departmental work plans, while creating the working environment to allow the executive committee to successfully fulfill their roles.

2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Housing

- guided processes for the 2195 Gordon housing proposal to provide housing that is affordable for the professional workforce
- provided oversight for the development of opportunities to increase the number of units of purpose-built rental housing
- provided oversight for Cypress Village area development plan as it moves to public engagement

Local Economy

- provided oversight for the development of the Horseshoe Bay Local Area Plan
- provided oversight for the development of measures to support local businesses during the COVID-19 pandemic, including the Temporary Outdoor Patio Program

Climate Change & Nature

- continued to guide the response to meet Council's climate change targets, including policy updates, bylaw amendments, and operational measures
- guided the development of measures responding to sea level rise, including the implementation of a development permit area for flood construction levels and foreshore protection
- guided the development of measures responding to the threat of climate change, including a development permit area for the wildfire interface

Mobility

- working with our partners, guided initiatives to implement recommendations of the NXSTPP (Next Step)

Municipal Services

- provided oversight to ensure essential services and operations continued safely in compliance with Provincial Health Orders

Social Well-being

- continued to oversee initiatives that support the social well-being of our community by enhancing cultural, health, recreational, and socially supportive programs, including virtual programing, meals for families in need, and shower program for individuals experiencing homelessness

2020 OPERATIONAL ACCOMPLISHMENTS

- continued to provide essential services while re-opening facilities and programs in a phased manner
- oversaw the transition of service delivery methods with a focus on health and safety
- oversaw extensive budget review and revisions in a time of reduced revenue and economic uncertainty
- conducted comprehensive review of all service areas to ensure maximum efficiency of service delivery
- responded to emerging Council priorities, including Navy Jack House

COMMUNITY RELATIONS & COMMUNICATIONS

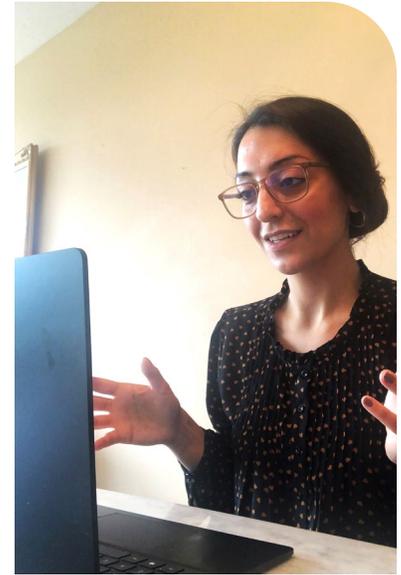
The Community Relations & Communications Division creates and administers integrated programs to keep residents informed of, and engaged with, District projects, policies, services, and events.

Community Relations is a liaison and point of contact between individuals, businesses, and organizations, and District staff. Working with other District divisions, Community Relations proactively identifies and responds to residents' questions and concerns and provides them with current information about municipal projects and services. This department also advocates for residents who are impacted by projects undertaken by external agencies, such as Metro Vancouver and BC Hydro.

Communications provides information to residents, stakeholders, and media, and responds to media requests for information and interviews. Working with other District divisions, this department plans and oversees execution of coordinated communications projects, and also provides graphic design services in support of District publications, community engagement, marketing, events, advertising, online tools, and sign plans.

Community Engagement administers a suite of District websites, social media channels, and digital communications and engagement platforms. Working with other divisions, this department plans and oversees execution of community engagement on District projects and initiatives.

This division is also responsible for communications during emergencies and for the majority of internal staff communications.



2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Housing

- provided communications and engagement support for the 2195 Gordon housing proposal
- provided communications and engagement support for the Upper Lands/Cypress Village planning process
- supported communications and engagement efforts of the Neighbourhood Character Working Group

Local Economy

- provided communications and engagement support for Horseshoe Bay Local Area Plan
- supported programs implemented to assist local businesses impacted by COVID-19 restrictions

Climate Change & Nature

- provided communications support for implementation of Council's Climate Emergency deliverables
- supported the Community Wildfire Plan, North Shore Sea Level Rise engagement, and Wildfire and Flood Construction Level Development Permit Areas
- supported communications and engagement efforts of the Coastal Marine Management Plan Working Group

Mobility

- provided communications support for a suite of actions to improve movement of goods and people across the North Shore, with a focus on Shared Streets and Slow Streets

Municipal Services

- shifted and adapted the District's community engagement, consultation, and communication to virtual platforms, leveraging technology

Social Well-being

- provided communications and media support for a suite of programs to support vulnerable citizens during the pandemic
- provided communications and engagement support for the Arts and Culture Facility site identification process
- provided communications and engagement support for planning next steps for Klee Wyck Park
- provided support for planning the next steps for Navvy Jack House
- continued supporting communication and fundraising efforts for West Vancouver Place for Sport
- provided communications support for the Interim Youth Hub

2020 OPERATIONAL ACCOMPLISHMENTS

- working in close collaboration with provincial and other agencies, supported the gathering and dissemination of critical information related to health and safety, and accompanying changes to the provision of municipal services
- supported transformation of business processes in response to the COVID-19 pandemic
- developed a virtual platform for community meetings, Council meetings, and community engagement
- implemented email notification processes for the commercial districts of Ambleside, Dundarave, and Horseshoe Bay to keep business operators and residents informed of local capital works and District initiatives
- continued to advocate for and provide information to residents impacted by major development or infrastructure work

CORPORATE SERVICES

The Corporate Services Division provides support services to the organization and is responsible for Facilities & Asset Management, Municipal Lands, Information Technology Services, Bylaw & Licensing Services, Corporate Emergency Planning, First Nations related matters, and Legal Services.

Facilities & Asset Management provides a pan-organizational approach to facilities and asset maintenance, replacement, and renewal. The Lands Department plans and administers municipally-owned land and municipal property transactions. Information Technology Services manages computer equipment, applications and technology infrastructure, telephone systems, and the wide-area network that links municipal facilities. Bylaw & Licensing Services provides education and enforcement for municipal bylaws, rules, and regulations intended to keep citizens safe. Emergency Planning works with the tri-municipal North Shore Emergency Management to oversee District plan development, capital improvements, and training to move our community toward greater disaster resilience. The division also acts as the municipality's liaison to First Nations and oversees legal services.



2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Housing

- completed rezoning and approval of development permit guidelines for District-owned property at 2195 Gordon Avenue to enable adult day centre, below-market rental housing, and condominium housing to increase housing supply, improve affordability, and generate revenue
- completed sale of surplus District-owned land in Rodgers Creek area to enable additional housing

Local Economy

- enhanced e-licensing and e-billing to improve public access to municipal services

Climate Change & Nature

- continued implementation of Municipal Hall seismic upgrades and restoration project to reduce greenhouse gas emissions by over 90% through improved building envelope and mechanical system efficiencies
- participated as part of interdivisional team on climate emergency and next steps, and continued implementation of Corporate Energy & Emissions Plan

Mobility

- worked with Engineering & Transportation Division to implement changes to enable regional ride hailing services

Municipal Services

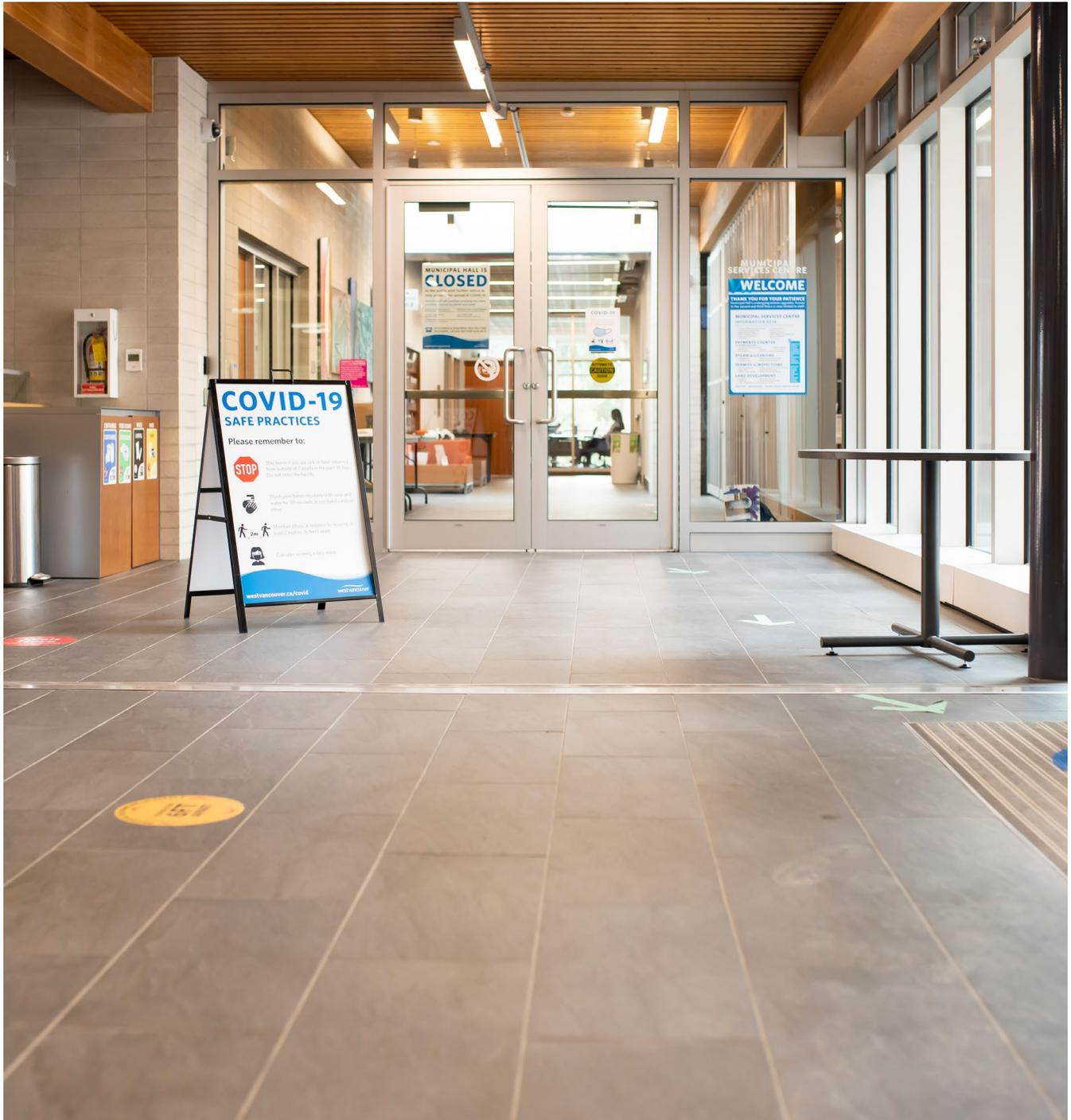
- implemented significant hardware, software, and training enhancements to enable District-wide remote work, and virtual Council/Committee/Working Group Meetings, in response to COVID-19 pandemic
- completed seismic upgrades at Fire Hall No. 1 to significantly enhance resilience after a major seismic event
- continued construction on Municipal Hall seismic upgrades and restoration project to allow for modern building code compliance for public safety and seismic standards

Social Well-being

- led District's COVID-19 pandemic response and planning, working with other District divisions and North Shore Emergency Management
- obtained Court approval to vary terms of trust regarding Brissenden Park to enable acquisition of final two remaining Argyle Avenue waterfront properties for public park
- led Navy Jack House restoration and creek restoration projects for heritage preservation and park enhancement
- demolished house on Argyle Avenue to create additional Ambleside waterfront parkland

2020 OPERATIONAL ACCOMPLISHMENTS

- implemented District-wide automated Accounts Payable system in collaboration with Financial Services Division
- relocated District data centre to post-disaster Police Services and Municipal Hall building
- developed electronic document intake portal to allow public to safely upload documents
- managed all leases and licences for all District properties
- administered all business licences and dog licences



ENGINEERING & TRANSPORTATION

The Engineering & Transportation Division comprises three departments: Roads & Transportation, Utilities, and Engineering Services. The Water, Sewer, and Solid Waste Utilities are funded through rates specific to the utility servicing, while the other services are funded by the General Fund.

The Roads & Transportation Department ensures the safe and efficient movement of people, goods, and services within West Vancouver. Functions include providing technical expertise for municipal infrastructure projects, road maintenance, traffic operations, and signage.

The Engineering Services Department supports the Engineering & Transportation Division's operational functions, including Geographical Information Systems and mapping services for the District and public, maintenance of fleet and equipment, and Operations Centre support such as Dispatch and the Asset Maintenance Management System.



2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Climate Change & Nature

- completed Climate Action Revenue Incentive Program report for 2019 period
- commissioned Electric Vehicle Charging Capacity Study for Municipal Hall and Operations Centre with support of Facilities

Mobility

- re-established North Shore staff Transportation Leadership Committee to support NXSTPP (Next Step)
- completed the Burrard Inlet Rapid Transit Study in collaboration with Ministry of Transportation and Infrastructure, TransLink, City of Vancouver, City of North Vancouver, and District of North Vancouver
- ongoing participation in the Economic Impact Study related to North Shore Rapid Transit in collaboration with Western Economic Diversification and the partner working group
- participated in development of TransLink's Transport 2050 Regional Plan
- collaborated with Ministry of Transportation and Infrastructure on Highway 1 Corridor Study from Lynn Valley Road to Horseshoe Bay
- adopted municipal regulations related to ride hailing services consistent with City of North Vancouver and District of North Vancouver
- partnered with Park Royal to upgrade Welch Street Bridge to provide a Spirit Trail linkage
- completed Phase 1 Horseshoe Bay Streetscape construction project
- completed bike rack installations in Ambleside

Municipal Services

- represented division on corporate Asset Management Task Group
- implemented web-based Geographic Information Systems data portal
- supported Parks, Culture & Community Services in detailed design of the Ambleside Waterfront Plan and the Horseshoe Bay Park Plan and in development of the Ambleside Park Master Plan

2020 OPERATIONAL ACCOMPLISHMENTS

- completed rail crossing upgrade at Sharon Drive in consultation with Transport Canada and CN Rail
- completed annual Roads and Bridges Capital Program for 2020

FINANCIAL SERVICES

The Financial Services Division supports the District's service delivery operations by providing financial planning, financial accounting, risk management, asset management, purchasing services, and advice to staff and Council to ensure strong fiscal performance. In addition, the Division oversees the Municipal Services Centre that provides customer service to the public.

Financial Services is responsible for accounting, reporting, budgeting, and forecasting functions, as well as revenue collection, cash management, and investments. It also supports the strategic planning and decision making process of the District by identifying financial implications and assessing and mitigating risk.

The Taxes & Utilities Department is responsible for rate-setting, billing and collection of utilities and property tax.

The Purchasing Department provides contracting, procurement, risk management, and insurance services.

The Municipal Services Centre provides a single point of access to District services such as permits and inspections, bylaw licensing and ticketing, and tax and utility billings.



2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Municipal Services

- led COVID-19 Restart Group to develop, fund and deploy strategies to respond to challenges created by Public Health Orders, WorkSafeBC requirements, and public safety challenges
- coordinated and supported work from home strategies
- completed in-depth cost review for all divisions
- continued analysis in support of District Asset Levy program

2020 OPERATIONAL ACCOMPLISHMENTS

- completed three separate Five-year Financial Plans to respond to COVID-19 requirements
- completed review of purchasing card policy and deployment to greatly reduce spending
- implemented fully electronic processing of all Account Payable invoices
- implemented new Provincial system for tax deferments
- completed transition from Royal Bank of Canada to Bank of Montreal for daily banking

FIRE & RESCUE SERVICES

West Vancouver Fire & Rescue is focused on the safety and well-being of our community. We provide compassionate emergency, fire, and rescue services to residents and visitors through:

- providing exceptional public safety by delivering caring, prompt, and effective response to fire, rescue, and medical emergencies
- ensuring the protection of life, property, and the environment
- delivery of fire prevention and education services to the public
- enforcement of regulations including the BC Fire Code, the BC Building Code, and municipal bylaws

Fire & Rescue Services is comprised of six functions: Emergency Response, Fire Prevention, Public Education, Mechanical, Training, and Administration.

Fire & Rescue Services works in collaboration with both the City of North Vancouver and the District of North Vancouver fire departments to provide shared services across the North Shore with the common goals of:

- improving fire and rescue service levels to residents, businesses, and industry
- improving the safety of first responders at mutual aid incidents
- improving resource coordination between the three departments

2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Climate Change & Nature

- obtained grant funding approval to implement Community Wildfire Protection Plan recommendations including conducting FireSmart critical infrastructure assessments and performing detailed treatment prescriptions of prioritized areas
- purchased a structural protection unit and wildland personal protective equipment to be deployed during an interface fire

Municipal Services

- provided financial reporting and analysis of departmental expenditures and key performance indicators
- reviewed and reduced ongoing contracts to find cost-savings
- completed modified joint North Shore recruitment program with the City of North Vancouver and the District of North Vancouver in conjunction with Human Resources



2020 OPERATIONAL ACCOMPLISHMENTS

- implemented new records management software for training records to ensure compliance with WorkSafeBC, Criminal Code Amendment (Bill C45), and the Fire Commissioner
- implemented online training to supplement hands on training requirements which were restricted due to the COVID-19 pandemic
- implemented new mobile fire inspection software
- commissioned new fire engine into service and disposed of retired fire engine
- awarded contract for fire tower truck procurement
- implemented maintenance management software for daily vehicle inspections and other previously paper based processes
- continued to rewrite and refine operational guidelines
- worked collaboratively with the Facilities Department to complete seismic upgrades and address deferred maintenance at Fire Station No. 1
- updated confined space training for all staff
- completed and implemented new dispatch agreement with Surrey Fire Service
- completed annual Commercial Vehicle Inspections Program and pump, aerial & ground ladder testing, hose testing, and self-contained breathing apparatus inspections to comply with industry standards
- participated in discussions regarding Cypress Village fire protection and response area
- reviewed Fire Underwriters Survey report and investigated proposed recommendations
- completed all required fire inspections
- completed an Officer's Development Program
- continued to refine and improve asset management system for fire vehicles and life safety and station equipment



HUMAN RESOURCES

Human Resources provides direct, operational and strategic support to District divisions for all human resource activities and all employees. The division is responsible for employee and labour relations activities (including bargaining of six collective agreements), training, leadership development and succession planning, recruitment and selection, payroll and benefits administration, disability, health and safety programs, and employee recognition and engagement programs.

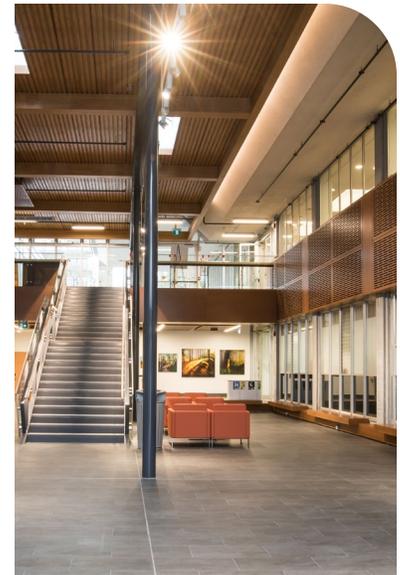
Human Resources both leads and is part of many organization-wide initiatives that build organizational culture, find efficiencies, reduce costs and, most importantly, recognize and support employees.

2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

- as a division that provides support and service to all other District divisions, the accomplishments of Human Resources and support for Council Strategic Goals is inherently reflected in the accomplishments of all other divisions

2020 OPERATIONAL ACCOMPLISHMENTS

- completed bargaining with two unions
- preparation underway for bargaining with two other unions
- ensured that the District continued to meet current human resource and labour relations best practices and relevant legislative requirements
- enhanced the Corporate Training Program to provide dynamic learning and growth opportunities for employees during the COVID-19 pandemic
- negotiated Letters of Understanding with two unions on how the District would manage employees through the temporary workforce adjustment that occurred due to the COVID-19 pandemic
- worked with Division leaders and union representatives to pivot programs and services to meet changing requirements of the Provincial Health Orders
- provided strategic advice to departments in the areas of staffing and organization to better align with Council objectives
- strengthened relationships through training, proactive communication, support for flexible work arrangements, and health and safety protocols in accordance with COVID-19 requirements



LEGISLATIVE SERVICES

The Legislative Services Division is comprised of two departments—Legislative Operations and Records & Privacy.

Legislative Operations provides support for legislative matters, including statutory processes and procedures, Council meetings and related decisions, public notifications, Council committees, bylaw and policy processes, document certification and the execution of legal documents on the District's behalf. Legislative Operations also provides a communications link between Council, other divisions and the public through the provision of the Council correspondence process.

Records & Privacy manages compliance with the *Freedom of Information and Protection of Privacy Act*. Records & Privacy is also responsible for the ongoing development and maintenance of the corporate records and information management program, including archival records, to ensure appropriate access to, and protection of, records and information maintained by the District.

The division also conducts all legislated elector approval processes, by-elections and general local and school elections.



2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Housing

- provided support for statutory processes pertaining to development, such as notifications and public hearings

Municipal Services

- continued to refine service delivery models to ensure efficient service delivery to internal and external clients
- assisted in transition to virtual service delivery due to COVID-19 pandemic

2020 OPERATIONAL ACCOMPLISHMENTS

- performed statutory and other requirements for Council meetings, public hearings, board of variance hearings, and statutory notifications
- pivoted to virtual Council meetings and digital Council agenda process due to COVID-19 pandemic
- administered the *Freedom of Information and Protection of Privacy Act* (FIPPA), including processing Freedom of Information requests
- processed non-FIPPA information requests from internal and external sources
- continued to develop updates for records and information management best practices, and continued development of updated corporate records/information management procedures
- coordinated training on FIPPA privacy legislation requirements
- managed corporate agreement, bylaw, and policy processing
- continued to review corporate administrative requirements and provide recommendations for updates and implementation
- conducted recruitment for board, committee, and working group volunteers

WEST VANCOUVER MEMORIAL LIBRARY

The West Vancouver Memorial Library (WVML) is governed by the BC Library Act and managed by the Council-appointed West Vancouver Memorial Library Board.

Our Mission: Open and welcoming to all, our Library connects people with information, the world of imagination and each other.

Our Vision: Where wonder sparks, possibilities emerge, and minds thrive. Our Library inspires people to grow in a dynamic world.

2020 ACCOMPLISHMENTS

Support 21st Century Learning

- converted all programs to virtual delivery within one week of facility closure
- moved all technology training online and supported the public in a rapid transition to e-services
- provided skills development training for all ages and promoted self-directed learning options performance of self-directed learning options increased by 64% year-over-year
- coordinated with West Vancouver Schools to support educators and families in the transition to online learning. Promoted Solaro and other key resources, support for educators, launched customized newsletter for schools, and created “one-stop shop” webpage for schools staff and families
- expanded Tell Your Story program for youth to create their own e-books in the form of timely anthologies on current events, available for circulation in the library catalogue

Deepen and Extend Community Collaborations

- proposed and supported North Shore Emergency Management Social Community Impact Team and seconded staff to Emergency Operations Centre
- led the application for a shared grant with North Shore Libraries that saw close to 400 TELUS-sponsored devices donated to people in need. Ensured rapid rollout of devices through SCIT partners agencies ranging from women’s shelters, to stroke recovery, to senior’s groups
- led the application for a shared grant with North Shore libraries to double a Provincial investment in public technology offerings. The West Vancouver Foundation, administering Emergency Community Support funds, provided \$15,000 in matching funds to each library system. The new technology offerings will roll out in 2021.
- supported the implementation of the action plan for the North Shore Settlement and Integration Strategic Plan
- supported the restoration of community services as part of the DWV’s Restart Team
- partnered with West Vancouver Seniors’ Activity Centre, loaning them our car for food delivery and in return they delivered library materials to seniors with mobility challenges
- hosted Honouring Reconciliation training and public event with Bob Joseph
- joined the West Vancouver Schools District Parent Advisory Council Inclusion Committee, at their invitation

Sustain and Enhance our Physical Space

- renewal of emergency generator completed. Cement stairs to rooftop parking lot refreshed. High-contrast painting of stair noses on inner stairwell as a safety measure for people with low vision
- conversion of rooftop parking to a temporary or recurring rooftop patio area to provide safe outdoor seating options during the pandemic
- reconfigured office space and made space available for District tech support staff to be temporarily housed at the library
- removed all public indoor seating, reconfigured work areas and traffic flows, and added plexiglas barriers to ensure compliance with COVID-19 safety measures, including full safety plan, cleaning regime, collections shifts, and increased fresh air intake profile



Develop and Integrate our Digital Platform

- seamless and immediate launch of LibraryConnect, a phone and online patron service to provide access to all available library services upon closure of the facility
- website migration achieved in August 2020, which resulted in overwhelmingly positive user feedback
- launch of Patron Point Software to enhance all patron communications
- increased selection and availability of e-books and e-audiobooks, as well as launched Kanopy and Solaro

Additional operational items

- contended with one-time budget reductions and shifting safety requirements through the pandemic year. Creation of comprehensive safe reopening plan and collegial participation in District reopening processes
- expanded opening hours to include select statutory holidays of key importance to families and community
- continued to be one of the busiest libraries in the province per hour open



PARKS, CULTURE & COMMUNITY SERVICES

Parks, Culture & Community Services provides a broad continuum of services and programs.

The Parks Department manages over 140 parks, natural areas, sports amenities, playgrounds, play courts, beaches, Centennial Seawalk, over 135 kilometres of trails, Ambleside Par 3 Golf Course, Gleneagles Golf Course, and Capilano View Cemetery, and is also responsible for environmental management of public lands, including the public foreshore.

The Cultural Services Department oversees the Ferry Building Gallery, West Vancouver Art Museum, and cultural and art education programs at various District locations and West Vancouver schools. This department also oversees public art and collections and presents visual arts programming, festivals, events, and filming.

The Community Services Department offers health, fitness, and leisure programs at the West Vancouver Community Centre, Aquatic Centre, Gleneagles Community Centre, Ice Arena, and the Seniors' Activity Centre. This department also oversees Access & Inclusion, the West Vancouver Child & Family Hub, specialized leisure services, the Community Grants Program, Child Care Services, and Youth Outreach Services.

2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Housing

- continued to support planning for Cypress Village
- supported new Tri-Municipal North Shore Homelessness Action Initiative

Local Economy

- commenced revitalization of Horseshoe Bay Park
- hosted Harmony Eats 2020

Climate Change & Nature

- collaborated on the Community Wildfire Protection Plan
- participated in the North Shore Sea Level Rise Risk Assessment Strategy
- continued to support the Coastal Marine Management Plan Working Group

Mobility

- continued to implement the District's Plan for Trails on Public land

Municipal Services

- secured federal funding to restore the Ferry Building
- applied for and received numerous grants to support divisional services during the COVID-19 pandemic

Social Well-being

- brought forward recommendations to Council from the Arts Facilities Advisory Committee on short and long-term plans for the Klee Wyck park site
- worked with user groups and private land owners to sanction trails and upgrade the District's trails network
- continued to support the planning of the West Vancouver Place for Sport project, a replacement track and new artificial field at the West Vancouver Secondary School site
- selected operator for new child care centre at 723 Main Street

2020 OPERATIONAL ACCOMPLISHMENTS

- swiftly and successfully adapted operations to changing scenarios throughout the pandemic
- adjusted programs and services throughout the year to offer programs and services safely
- successfully delivered a modified Canada Day celebration and Harmony Eats program
- successfully delivered a Food Security Program, which served 26,635 meals to vulnerable seniors in the community
- launched Community Navigator program through Seniors' Activity Centre
- supported the Ambleside Artisan Farmers' Market and awarded Municipality of the Year at the BC Farmers' Market Annual Conference
- quickly resumed film production permits to pre-COVID-19 activity levels



PLANNING & DEVELOPMENT SERVICES

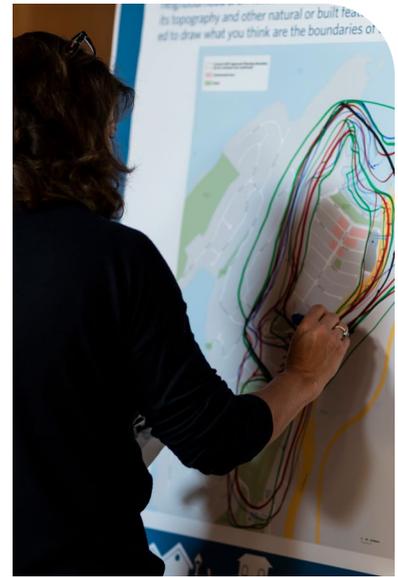
The Planning & Development Services Division works with residents, stakeholders, and Council to guide change and help shape a sustainable future for our community.

Community Planning & Sustainability develops long-range plans and policies to meet housing needs, protect the environment, address climate action, and fulfill other community land use objectives.

Current Planning & Urban Design processes rezoning applications, development permits, and Official Community Plan amendments, and prepares guidelines and policies that shape the look and feel of our built environment and public realm.

Land Development reviews and approves engineering and infrastructure servicing requirements related to development, and ensures that environmental and creek protection measures for development are implemented.

Permits & Inspections reviews and issues building, electrical, plumbing, and signage permits, and provides inspection services to ensure compliance and safety.



2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Housing

- completed the District's first Housing Needs Report (the second municipality in the region to do so), fully cost-recovered through successful funding application to the Province
- reviewed and processed development proposals that would contribute to expanded and targeted housing options (e.g. missing middle, infill options, rental) and rental housing options for Council's consideration
- reviewed and processed minor development proposals for staff consideration and approval (e.g. duplexes, coach houses, single-family homes)
- ongoing technical and design work to develop an approach to streamline coach house and duplex approvals
- supported public engagement and technical review of the development proposal for 2195 Gordon Avenue
- completed significant technical work and public consultation on the Cypress Village Plan, which will create detailed policy for a new compact, sustainable urban community in Cypress Village, while protecting a large portion of the Eagleridge lands for conservation and recreation
- reviewed and brought forward Heritage Revitalization Agreements for Council consideration to preserve properties with recognized heritage value
- supported the Neighbourhood Character Working Group to successful completion of its mandate through background research, engagement support, and Council direction to bring bylaw and guideline amendments for detached residential neighbourhoods for Council's subsequent consideration in 2021
- supported various Council advisory committees, including Heritage Advisory Committee, Design Review Committee, Lower Caulfeild Advisory Committee, and North Shore Advisory Committee on Disability Issues
- participated in the multi-jurisdictional Balanced Housing Lab to explore housing solutions for middle-income earners, and provided Council with an interim progress report

Local Economy

- completed first three phases of engagement for the Horseshoe Bay Local Area Plan process, which will support the long-term success of local businesses, in addition to meeting other Council priorities around housing, environment, mobility and social well-being

Climate Change & Nature

- responded to Council's declaration of a climate emergency with a suite of Official Community Plan, zoning, and building bylaw and policy amendments to reduce community-wide emissions to meet Intergovernmental Panel on Climate Change targets

- completed technical background work to support the preparation of sea level rise and coastal flood hazard land use and planning guidelines, and received Council direction to prepare development permit area guidelines for Council's subsequent consideration in 2021
- prepared a Wildfire Hazard Development Permit Area, adopted by Council, to reduce the threat and potential impact of wildfires
- continued to protect sensitive ecosystem through implementation of the District's existing environmental development controls
- undertook data analysis to provide a tree canopy update to Council, leading to adopted amendments to the Tree Bylaw and direction to commence preparation of an Urban Forest Management Plan in 2021
- supported cross-divisional efforts on the development of the District's first preliminary inventory of natural capital assets

Mobility

- undertook ongoing design work to develop the Draft Marine & Taylor Gateway Public Realm Strategy responding to Council direction

Municipal Services

- continued to work with the public through major community planning projects and updated Council's Community Engagement Committee on the effectiveness of different approaches
- updated development and permit revenues through revisions to the Fees and Charges Bylaw and continued to negotiate voluntary community amenity contributions through the rezoning process

Social Well-being

- supported inter-divisional initiatives to implement arts and culture priorities

2020 OPERATIONAL ACCOMPLISHMENTS

- continued to respond to externally-driven planning legislative changes (e.g. Housing Needs Report)
- continued to act as liaison in regional coordination initiatives, including North Shore Advisory Committee on Disability Issues, Metro Vancouver Regional Planning Advisory Committee and Housing Subcommittee, Balanced Housing Lab Initiative, North Shore Community Resources, and BC Hydro
- continued to act as liaison for Council committees and working groups, including the Design Review Committee, Heritage Advisory Committee, Lower Caulfeild Advisory Committee, and the Neighbourhood Character Working Group
- processed a significant volume of development applications (Heritage Revitalization Agreements, rezonings, development permits, Temporary Use Permits, etc); over 100 applications were submitted
- processed a significant volume of permits (1,657) and performed 8,529 building and trade inspections

POLICE SERVICES

The West Vancouver Police Department (WVPD) is governed by, and reports to, the West Vancouver Police Board. The Mayor is the Chair of the Police Board. The WVPD's jurisdiction includes the District of West Vancouver and Xwemelch'stn Uxwumixw (Squamish Nation).

The mission of the WVPD is *Making West Vancouver Safe Today and Safer Tomorrow*. Our 2016–2019 Strategic Plan, extended to 2021, guides us in this mission. The purpose of the Strategic Plan is to outline a clear and credible framework to achieve our goals and focus the skills, energy, and professionalism of our staff on a common set of objectives, initiatives, and outcomes. This solidifies WVPD's commitment to transparency, accountability, and performance measurement. The WVPD is in the process of developing a new Strategic Plan that will take effect on January 1, 2022.

The three goals we have adopted to guide our decisions and actions as we work to achieve our mission and live our values are:

1. Enhance community safety
2. Promote operational excellence
3. Improve organizational practices

Because circumstances are always changing in the profession of policing, our plan was built to be flexible. Annual business plans allow us to react quickly to the changing needs of the communities we serve, while providing exceptional service and staying at the forefront of policing and public safety.

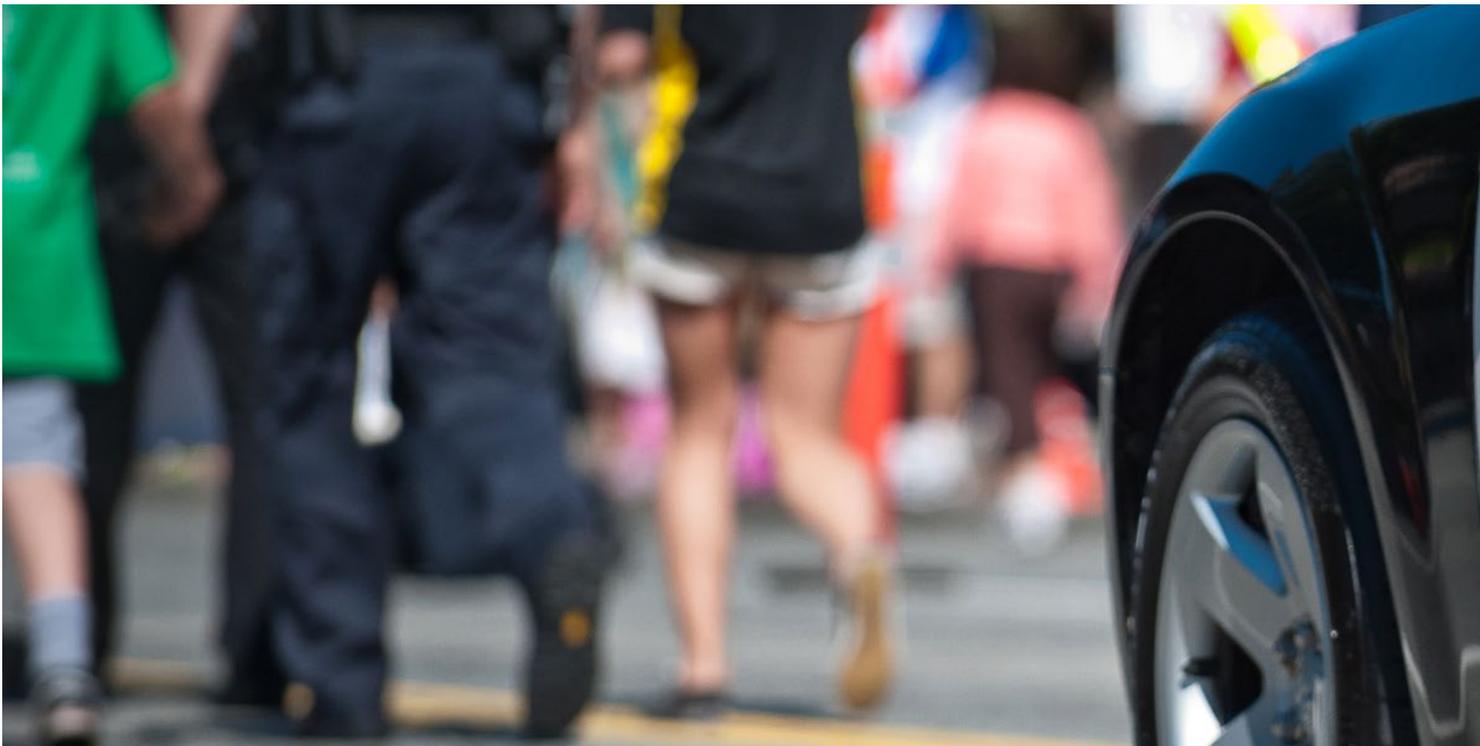
2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL PRIORITIES

Housing

- continued work to prevent property crime, particularly residential burglaries, and apprehend offenders

Local Economy

- continued work with Park Royal merchants to address property crime issues in the area



Climate Change & Nature

- expanded hybrid vehicle fleet and other programs

Mobility

- continued participation in District and regional traffic initiatives
- continued management of traffic accidents to ensure efficient traffic flow

Municipal Services

- implemented an online Police Information Check process
- continued to identify other efficiencies and review effectiveness of service models

Social Well-being

- continued engagement with District residents, including new Canadians, partners, and stakeholders

2020 OPERATIONAL ACCOMPLISHMENTS

- due to the COVID-19 pandemic, the WVPD suspended its 2020 Annual Business Plan and replaced it with a COVID-19 Operational Plan
- the COVID-19 Operational Plan:
 - included an internal and external response to the pandemic and achieved best practices in police response and public safety while maintaining employee health and safety
 - preserved core services and deferred all non-essential spending
 - reflected the impacts of the provincial government suspension of sworn member training requirements, court closures/deferrals, and closure of the Police Academy (Justice Institute of B.C. training)
 - maintained an appropriate level of engagement to provide residents with a strong sense of community safety
 - addressed emerging issues through liaison with local, regional, and provincial leadership, and implemented training, virtual counselling, and mental health resources for staff and their families



ENGINEERING UTILITY FUNDS

The Water Utility provides for a safe and continuous supply of drinking water to residents by constructing and maintaining water mains, valves, reservoirs, and pump stations. This utility includes the operation of the District's state-of-the-art Eagle Lake and Montizambert Creek membrane filtration facilities. The District supplements its own water sources by purchasing bulk treated water from Metro Vancouver.

The Sewer & Drainage Utility provides sanitary sewer and storm drainage services by constructing and maintaining ditch systems, pipes, manholes, culverts, and sewage lift stations, and by operating the Citrus Wynd Wastewater Treatment Plant.

The Solid Waste Utility is responsible for collecting and processing household garbage, yard trimmings, the Green Can, and recyclables. Since 2016, the utility has also been responsible for funding garbage and recycling services within municipal facilities and parks.

2020 ACCOMPLISHMENTS TO SUPPORT COUNCIL STRATEGIC GOALS

Climate Change & Nature

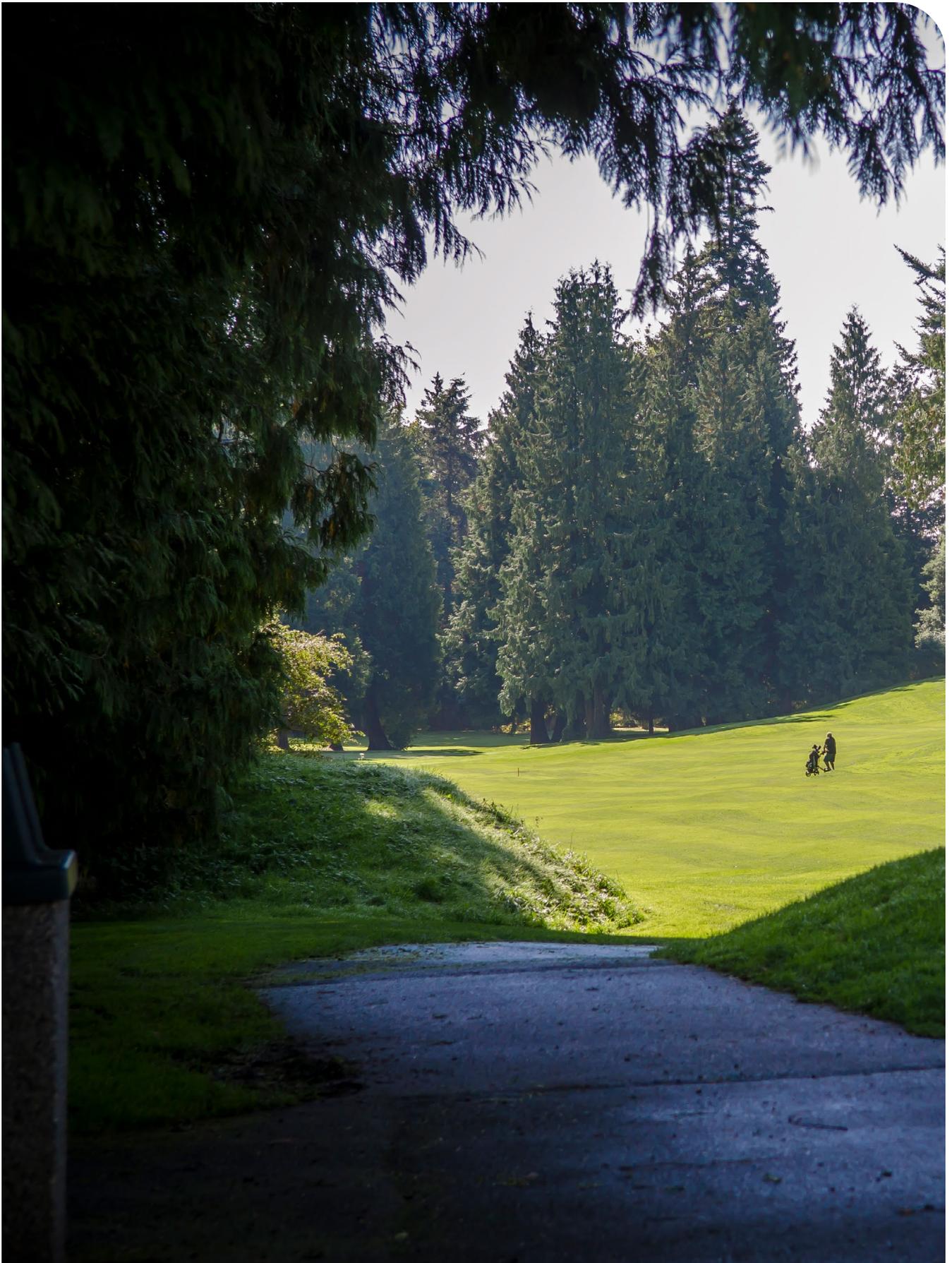
- continued to promote water conservation efforts through continued implementation of the metered rate structure and educational outreach
- supported and provided assistance with construction of the Five Creeks Stormwater Diversion Project

Municipal Services

- commissioned an update of the Water Utility Asset Management Plan
- established Water Utility rates for 2021
- supported Planning & Development Services Division in implementing new development, as it relates to potable water servicing needs
- established Sewer Utility rates for 2021
- Supported Planning & Development Services Division in implementing new development, as it relates to sanitary sewer and storm drainage and rainwater management servicing needs
- transitioned residential curbside recycling collection to Recycle BC
- developed North Shore Organics Management Plan with Metro Vancouver and other North Shore municipalities

2020 OPERATIONAL ACCOMPLISHMENTS

- completed annual Water System Capital Replacement/Renewal programs
- completed annual Drinking Water Quality Report for Vancouver Coastal Health Authority approval
- continued with long-term replacement planning for water assets as identified in the Water Master Servicing Study
- continued working toward maintaining Dam Safety Regulation compliance requirements for Eagle Lake water source
- completed annual/quarterly reports for Citrus Wynd Wastewater Treatment Plant in compliance with federal regulations
- continued to represent municipal interests related to Metro Vancouver's construction of the North Shore Wastewater Treatment Plant
- continued with long-term replacement/renewal of sewer assets as identified in the Sewer Master Servicing Study
- continued support of various West Vancouver Streamkeeper Society initiatives (e.g. storm drain marking program)
- completed District Disaster Debris Removal Plan in collaboration with North Shore Emergency Management



2020 DISTRICT OF WEST VANCOUVER ANNUAL FINANCIAL REPORT YEAR ENDED DECEMBER 31, 2019



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REPORT FROM THE DIRECTOR OF FINANCIAL SERVICES

Your Worship and Members of the Audit Committee,

I am pleased to present the Annual Financial Statements for the District of West Vancouver for the year ended December 31, 2020.

The preparation and presentation of the annual financial statements is the responsibility of the District's Financial Services Division. These consolidated financial statements were prepared in accordance with Canadian Generally Accepted Accounting Principles (GAAP) as prescribed by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada (CPA Canada).

The District continues to maintain and to improve upon its comprehensive system of internal controls to safeguard District assets and to provide reliable financial information. Throughout the COVID-19 pandemic response, we have continued to regularly evaluate and revise the controls operating to ensure the integrity of our business systems. The past year presented many challenges, as staff switched abruptly to work-from home, and multiple business processes had to be swiftly redesigned to accommodate remote work. Although the pandemic has been disruptive in many ways, Finance, and the organization as a whole, has adapted. We took advantage of the opportunity to rethink the way business processes were being handled, and, with the support of the Information Technology staff, continued to create efficiencies.

2020 achievements in this area include:

- continuously published quarterly financial reports
- monitoring and updating of a robust cash forecast model for expenditure control
- cash management monitored continuously to maximize investment returns
- implementation of an automated Accounts Payable (AP) system, which eliminated the requirement to scan, track, and store paper invoices
- the new AP system also provides enhanced internal control with the incorporation of an electronic approvals matrix providing additional security and appropriate transaction approvals
- maintenance of a "Finance Key Dates/Payments Calendar" to enhance timely payments, remittances, and reports to various vendors and government agencies
- development of an Asset Management dashboard, and reconciling asset values from Maintenance Connection to JDE (e.g. aligning the information from the District's maintenance and Geographic Information Systems to the accounting values in the financial system)
- continued review of Key Capital projects by the Executive Committee
- restructuring of the Purchasing Card procedure to greatly reduce this form of purchasing

ROLE OF THE AUDITORS

The District's independent auditors, BDO Canada LLP, have been engaged to express an opinion as to whether these financial statements present fairly, in all material respects, the District's financial position, financial activities, and cash flows in accordance with Canadian generally accepted accounting principles. BDO Canada LLP has been given unrestricted access to all District records, financial and other.

Their opinion, which they will present to the Audit Committee today, is based on the disclosure of all information, and completion of all procedures, that they consider necessary and sufficient to support their audit opinion.



Isabel Gordon | Director of Financial Services

FINANCIAL OVERVIEW

The financial statements as presented are consolidated; that is, they represent the combined results for 2020 of the District's general operations, the water, sewer, storm drainage, and solid waste utilities, and the golf, cemetery, library foundation, and transit operations. The notes to the Consolidated Financial Statements are also an integral part of the District's financial information. The notes describe the District's accounting policies and provide full disclosure of the more significant financial statement items, commitments, and contingencies.

OVERALL FINANCIAL POSITION

The District's overall financial position continues to improve in 2020 as evidenced by a \$49.4 million increase to the year-end accumulated surplus balance (2020: \$618.2 million, 2019: \$568.8 million). This is a key performance indicator for the organization, as it indicates that the District owns (financial and non-financial assets) more than it owes (liabilities).

Net financial assets is an indicator of the amount of past revenues available to pay for future transactions and events and is calculated as the value of the District's financial assets less liabilities. The District's net financial asset balance at the 2020 year-end, \$92.8 million, is a \$38.3 million increase over the 2019 year-end balance (\$54.5 million), which is an indication that the District has acted to strengthen the availability of financial resources. While ordinarily this would allow the District to reduce deferred maintenance, in the short term, these resources must be used to continue to support the response to COVID-19. However, in future years, this strength indicates that there will be capacity to tackle the infrastructure deficit.

Operational revenues totalled \$182.9 million in 2020, which is an increase of \$4.3 million over 2019 (\$178.6 million). This was attributable partly to the increases approved for general taxation and the Asset Levy, which added \$2.3 million to District tax collection. Compared to 2019, an additional \$4.9 million in government grants and \$4.3 million in external capital contributions were significant revenue increases, however \$6.4 million of this increase was offset by revenue loss on fees and charges due to closure of facilities and limitations of services in response to COVID-19.

Receipt of \$15.1 million in community amenity contributions (CACs), and \$2.9 million from land sales, also increased revenue, and some saving on the labour and training costs due to COVID-19 also had a positive impact on the District's general surplus.

The District's cash balance at year-end was \$161.9 million, an increase of \$116.2 million from 2019 (\$45.7 million). This was due to moving funds out of longer term instruments to interest-bearing cash equivalent accounts. This move to cash instruments was supported by the expertise the District has developed in cash management. Combined cash and investments rose by \$95.9 million, due to a payment delay on school tax remittance authorized by the Province (the remittance was made in January 2021) and investment of the 2020 non-working capital operating surplus.

The net book value of Tangible Capital Assets (TCAs), shown on the District's Statement of Financial Position, totalled \$518.8 million as of December 31, 2020. The total cost of these assets, which represents the District's investment in infrastructure, facilities, and other capital assets over time, is \$834 million, which is an increase of \$1.2 million over 2019, primarily due to the deployment of the Asset Levy to replace older assets with new ones. Accumulated amortization totalled \$315.4 million at December 31, 2020, a decrease of \$9.8 million due to road assets adjustment prepared in 2020 in order to ensure the alignment of JDE and Maintenance Connection data.

BUDGET VARIANCES

Consolidated revenues exceeded budget by \$32.3 million in 2020, primarily due to receipt of development-related contributions, one-time grants, and donated assets. These are never budgeted as they cannot be predicted.

- contributions to capital from external sources not included in the budget totaled \$6.8 million
- Development Cost Charges (DCCs) of \$733,000 not included in the budget were received
- community amenity contributions (CACs) totaling \$15.1 million not included in the budget were received
- an unbudgeted Provincial one-time COVID-19 Restart Grant of \$5 million was received

Higher than budgeted permits revenue, penalty, and interest revenue and rental income have resulted in an additional favourable variance.

In 2020, the consolidated expenses were under budget by \$10 million primarily due to precautions and cost controls in dealing with the global pandemic.

- general government, public safety and recreation/library were under budget due to savings in labour, training, and legal costs
- Water and Sewer utilities were under budget due to savings in water purchases, Greater Vancouver Sewerage and Drainage District levy and maintenance costs, and these savings were transferred to the utility reserves

RESERVES

The District's reserve balances increased from \$102.8 million to \$134 million, primarily due to receipt of additional CACs, DCCs land sales proceeds, and grants, which provided an approximate \$23 million increase. In addition, utility reserves increased by an additional \$7 million due to lower costs in 2020. The balance of the increase relates to interest earnings in the reserves.

SUBSEQUENT EVENT

As Council is aware, although financial results for 2020 were favourable, 2020 was a difficult year and 2021 will be the same. Extraordinary measures are being taken to ensure that the impacts to the District of West Vancouver's financial position are managed as carefully as possible, and that services to the public, while impacted for a period of time, can be reinstated as soon as feasible. The impact on the District's asset management program, while significant, is also prompting a re-evaluation of what assets need to be retained, and where greening of the budget can continue to be supported, or even enhanced, through the use of natural assets.

Note 19 to the financial statements addresses the direct impact of COVID-19. As this note states, given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the District is not able to fully estimate the effects of the COVID-19 outbreak on its results with any certainty, but Council and the public can be assured that the District's financial position, cash flow, and budget are being closely monitored. The previous five years have shown significant gains in the District's financial flexibility and resiliency, and this is serving us well in the current crisis, and will continue to support District operations into the future.

CONCLUSION

I would like to acknowledge all District staff who have worked diligently, above and beyond the usual requirements, to help and support Finance in all measures taken to ensure that 2021 does not set us back further than absolutely necessary, and that we may still look forward to meeting the challenges of excellent and innovative service provision, sound asset management, and appropriate facility renewal in the future once normal operations resume.

Sincerely,



Isabel Gordon, MBA, CPA, CA

Director of Financial Services



Tel: 604 688 5421
Fax: 604 688 5132
vancouver@bdo.ca
www.bdo.ca

BDO Canada LLP
1100 Royal Centre
1155 West Georgia Street PO Box 11101
Vancouver BC V6E 3P3 Canada

Independent Auditor's Report

To the Mayor and Council of the Corporation of the District of West Vancouver

We have audited the consolidated financial statements of the Corporation of the District of West Vancouver ("the Consolidated Entity") which comprise the Consolidated Statement of Financial Position as at December 31, 2020 and the Consolidated Statements of Operations, Changes in Net Financial Assets, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

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

Basis for Opinion

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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



As part of an audit in accordance with Canadian generally accepted auditing standards we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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

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

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia
May 10, 2021

CONSOLIDATED FINANCIAL STATEMENTS

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

As at December 31, 2020

	2020	2019
FINANCIAL ASSETS		
Cash	161,980,432	45,727,150
Investments (Note 3)	96,182,712	116,540,355
Accounts Receivable		
Property Taxes	4,831,909	3,888,792
Other	21,450,565	20,774,129
Due from Other Governments	4,584,054	8,155,002
Other Assets	21,243	21,243
	289,050,915	195,106,671
LIABILITIES		
Accounts Payable and Accrued Liabilities (Note 4)	81,961,870	27,250,425
Employee Future Benefits Payable (Note 5)	5,617,374	5,473,476
Deferred Revenue and Deposits (Note 6)	50,170,718	52,220,552
Deferred Development Cost Charges (Note 7)	28,060,904	23,940,355
Debt (Note 8)	30,429,226	31,742,812
	196,240,092	140,627,620
NET FINANCIAL ASSETS	92,810,822	54,479,051
NON-FINANCIAL ASSETS		
Inventories	700,658	830,671
Prepaid Expenses	1,216,742	1,306,109
Tangible Capital Assets (Schedules 2 and 3)	518,817,180	507,842,415
Restricted Investments (Note 3)	4,623,114	4,334,708
	525,357,694	514,313,903
ACCUMULATED SURPLUS (Note 9)	618,168,516	568,792,954

See accompanying notes to the Financial Statements.

Contractual Obligations and Contingencies (Note 11).

Contractual Rights (Note 12).



Isabel Gordon, MBA, CPA, CA
Director of Financial Services



Mary-Ann Booth
Mayor

CONSOLIDATED FINANCIAL STATEMENTS**CONSOLIDATED STATEMENT OF OPERATIONS**

For the year ended December 31, 2020

	2020 Budget (Note 16)	2020 Actual	2019 Actual
REVENUE			
General Taxation (Note 13)	77,325,430	77,552,908	75,226,557
Fees & Charges	54,171,887	53,152,530	59,531,881
Licences & Permits	5,841,400	7,133,190	7,080,511
Other Revenue	3,969,360	5,296,390	4,818,896
Government Grants	1,269,783	6,395,701	1,407,043
Transit Reimbursements	18,291,863	18,498,623	18,333,382
Development Cost Charges	-	733,057	2,503,887
Other Contributions for Capital	-	6,843,228	2,509,622
Third Party Works	2,564,137	3,325,068	2,760,059
Interest Earned on Investments	2,310,000	3,952,851	4,416,053
	165,743,860	182,883,546	178,587,892
Community Amenities Received from Developers (Note 15)	-	15,140,000	219,000
Gain on Sale of Land	2,860,000	2,865,571	-
	168,603,860	200,889,117	178,806,892
EXPENSES			
General Government	28,018,903	22,769,871	24,930,764
Public Safety	36,627,382	35,840,905	35,836,817
Engineering & Transportation	7,844,359	9,116,285	13,963,191
Planning, Lands & Permits	6,415,384	6,449,698	5,977,939
Recreation & Library	27,083,070	25,814,531	31,627,150
Water Utility	13,564,684	10,388,867	10,180,640
Sewer Utility	16,598,044	14,935,877	13,138,449
Solid Waste	5,654,981	5,761,602	6,973,431
Cemetery	847,330	884,319	699,200
Golf	648,698	1,013,517	939,207
Transit	18,291,863	18,498,623	18,333,382
Library Foundation	-	39,460	81,736
	161,594,698	151,513,555	162,681,907
ANNUAL SURPLUS	7,009,162	49,375,562	16,124,985
Accumulated Surplus, Beginning of Year	568,792,954	568,792,954	552,667,969
ACCUMULATED SURPLUS, END OF YEAR	575,802,116	618,168,516	568,792,954

See accompanying notes to the Financial Statements.

CONSOLIDATED FINANCIAL STATEMENTS**CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS**

For the year ended December 31, 2020

	2020 Budget (Note 16)	2020 Actual	2019 Actual
ANNUAL SURPLUS	7,009,162	49,375,562	16,124,985
CHANGES IN TANGIBLE CAPITAL ASSETS			
Acquisitions of Tangible Capital Assets	(69,555,981)	(24,934,627)	(28,155,775)
Amortization Expense	16,144,005	16,144,005	15,427,635
Loss on Disposal of Tangible Capital Assets	(2,184,142)	(2,184,142)	776,037
	(55,596,118)	(10,974,764)	(11,952,103)
CHANGES IN OTHER NON-FINANCIAL ASSETS			
Acquisition of Inventories	-	(700,658)	(830,671)
Acquisition of Prepaid Expenses	-	(1,216,742)	(1,306,109)
Use of Inventories	-	830,671	837,228
Use of Prepaid Expenses	-	1,306,109	1,216,581
Restricted Investment	-	(288,406)	-257,093
		(69,026)	(340,064)
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(48,586,956)	38,331,772	3,832,818
Net Financial Assets, Beginning of Year	54,479,051	54,479,051	50,646,233
NET FINANCIAL ASSETS, END OF YEAR	5,892,094	92,810,822	54,479,051

See accompanying notes to the Financial Statements.

CONSOLIDATED FINANCIAL STATEMENTS**CONSOLIDATED STATEMENT OF CASH FLOWS**

For the year ended December 31, 2020

	2020	2019
OPERATING TRANSACTIONS		
Annual Surplus	49,375,562	16,124,985
Non-Cash Items Included in Annual Surplus		
Amortization Expense	16,144,005	15,427,635
Loss on Disposal of Tangible Capital Assets	(2,184,142)	776,037
Development Cost Charge Revenue Recognized	(733,057)	(2,503,887)
Actuarial Adjustment Recognized on Debt	(286,489)	(240,072)
Changes in Other Non-Cash Working Capital		
Tax Receivable	(943,117)	(1,307,680)
Account Receivable	(676,464)	(3,267,689)
Due from Other Governments	3,570,948	(1,292,883)
Inventories	130,014	6,556
Prepaid Expenses	89,366	(89,528)
Accounts Payable and Accrued Liabilities	54,711,445	10,769,467
Employee Future Benefits Payable	143,898	204,362
Deferred Revenue and Deposit	(2,049,835)	(2,894,538)
	117,292,134	31,712,766
CAPITAL TRANSACTIONS		
Acquisitions of Tangible Capital Assets	(24,934,627)	(28,155,775)
	(24,934,627)	(28,155,775)
FINANCING TRANSACTIONS		
Development Cost Charges Received, including Interest	4,853,607	2,453,434
Debt Principal Repaid	(1,027,097)	(1,027,097)
	3,826,510	1,426,337
INVESTING TRANSACTIONS		
Net Decrease (Increase) in Investments	20,069,264	(110,982,463)
	20,069,264	(110,982,463)
INCREASE (DECREASE) IN CASH		
Cash, Beginning of Year	45,727,150	151,726,285
CASH, END OF YEAR	161,980,432	45,727,150

See accompanying notes to the Financial Statements.

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
For the Year Ended December 31, 2020

1. OPERATIONS

The Corporation of District of West Vancouver (the “District”) was incorporated in 1912 and is subject to the provisions of Local Government Act and Community Charter of British Columbia. The District’s principal activity is the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water and sanitary services.

2. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the District have been prepared in accordance with Canadian public sector accounting standards (“PSAS”) as prescribed by the Public Sector Accounting Board (“PSAB”) of the Chartered Professional Accountants of Canada.

The significant accounting policies are summarized below:

(a) Basis of Presentation

The consolidated financial statements include the assets, liabilities, revenues, expenses and changes in the net financial assets of the District, including controlled entities the West Vancouver Memorial Library, the West Vancouver Memorial Library Foundation (the “Library Foundation”) and the West Vancouver Police Department.

(b) Basis of Accounting

The District follows the accrual method of accounting for revenues and expenses. Revenues are recognized in the year in which they are earned and are measurable. Expenses are recognized as they are incurred and are measurable as a result of receipt of goods and services and/or the creation of a legal obligation to pay.

(c) Revenue Recognition

(i) Taxation

Annual levies for non-optional District services and general administrative services are recorded as General Taxation in the year to which they relate. Levies imposed by other taxing authorities are not included in these financial statements.

(ii) Community Amenity Contributions

Community amenity contributions received by the District are included on the Statement of Operations. Revenue is recognized on the cash basis in the year the payment was received.

(iii) Long-Term Prepaid Lease

Prepaid lease payments received by the District are included on the Statement of Financial Position as Deferred Revenue and Deposits. Revenue is recognized on a straight line basis over the term of the lease.

(iv) Deferred Revenue and Deposits

Deferred revenue consists of prepaid property taxes, prepaid business licences and fees. The District recognizes these revenues in the year the related services are performed and earned.

(v) Government Transfers

Unrestricted government transfers are recognized as revenue in the year in which the transfer is authorized by the issuing government, and when any eligibility criteria has been met. Restricted government transfers, in the way of grants or other transfers, are recognized as revenue in the year in which any stipulation liabilities are met.

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
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 For the Year Ended December 31, 2020

(d) Non-Financial Assets

Non-financial assets excluding restricted investments are held for use in the provision of goods and services but are not available to discharge existing liabilities.

These assets may have a useful life extending beyond the current year and are not intended for sale in the ordinary course of operations.

Intangible assets, such as water rights and mineral resources, are not recorded in the financial statements.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to the acquisition, construction, development or betterment of the assets. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful life as follows:

Type	Major Asset Category	Useful Life Range (Years)
general	land	n/a
	land improvements	10 – 50
	buildings	30 – 100
	machinery, furniture & equipment	4 – 15
	vehicles	5 – 15
infrastructure	streets	10 – 100
	water	10 – 100
	sewer	10 - 100

Amortization is charged over the asset’s useful life, commencing when the asset is put into use. Assets under construction are not amortized until the asset is available for use.

The District owns a number of works of art and historical treasures including sculptures, paintings and reproductions, mosaics, totem poles and monuments. These assets are not included as part of the tangible capital assets.

Contributed tangible capital assets are recognized at fair market value at the date of contribution and are also recognized as revenue. Where an estimate of fair market value cannot be made, the tangible capital asset is recognized at nominal value. Land is the only category where nominal values are assigned.

(ii) Inventory

Inventories are recorded at the lower of cost and net realizable value. Cost is determined using the weighted average cost basis.

(iii) Restricted Investments

Restricted investments represent long-term investments held by the Library Foundation. Although there is the ability to sell these investments they have been presented in these financial statements in the category of “Non-Financial Assets”. This is because of the requirement that the investments be held in perpetuity and that only related investment earnings can be expended.

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
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For the Year Ended December 31, 2020

(e) Employee Future Benefits

The District and its employees make contributions to the Municipal Pension Plan. The District's contributions are considered expenses as incurred.

Post-employment benefits also accrue to the District's employees. The liabilities related to these benefits are actuarially determined, based on services and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefits plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

(f) Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the recorded amounts of assets, liabilities, revenues, expenses and contingent liabilities. Significant areas requiring the use of estimates include: 1) employee future benefits payable, 2) provisions for contingencies and 3) the useful lives of Tangible Capital Assets. If actual results differ, adjustments are reflected on subsequent financial statements.

(g) Debt

Debt is recorded net of principal repayments and actuarial adjustments.

(h) Investments

Investments in the GIC, MFA Money Market Fund, Intermediate Bond Fund and Restricted Investments are recorded at cost. When, in the opinion of management, there is an other than temporary decline in value, investments are written down to their net realizable value.

(i) Development Cost Charge Revenue

Development cost charges are restricted by legislation or by agreement with external parties to expenditures on capital infrastructure. These amounts are deferred upon receipt and are recognized as revenue when the expenditures are incurred in accordance with the restrictions.

(j) Segment Disclosure

A segment is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately report financial information. The District has provided definitions of segments used by the District as well as financial information in segment format (Schedule 1).

(k) Contaminated Sites

A liability for remediation of a contaminated site is recognized at the financial statement date when an environmental standard exists, contamination exceeds the standard, and it is expected that future economic benefits will be given up and the liability can be reasonably estimated.

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
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For the Year Ended December 31, 2020

3. INVESTMENTS

	2020	2019
Municipal Finance Authority of BC Investment pools		
Money Market Fund	10,288	10,202
Intermediate Fund	29,316	28,731
	39,604	38,933
Guaranteed Investment Certificates	96,143,108	116,504,422
Total Investments	96,182,712	116,543,355

The District placed the majority of its investments with guaranteed investment certificates. The lengths and interest rates of GICs vary depend on the date of purchase. The District has a total of \$96,143,108 invested with the maturity dates range from January 9, 2021 to January 23, 2022, and the interest rates range from 1.05% to 3.05%.

Due to the lack of favorable rates and investment options, most of the cash are held in high interest accounts with the Bank of Montreal totalling over 160M at Dec 31, 2020.

Interest earned by investments for the year ended December 31, 2020 totalled \$4,222,548 (2019 \$4,862,095). Earnings have been recorded as investment income and partially allocated to various reserves (Note 10), or deferred as appropriated (Note 7).

The Library Foundation Restricted Investments are invested in mutual and pooled funds:

	2020	2019
Leith Wheeler Fixed Income Fund	1,887,069	2,070,475
Leith Wheeler International Fund	427,693	369,444
Leith Wheeler Money Market Fund	126,931	1,467
Leith Wheeler U.S. Equity Fund	665,564	558,921
Leith Wheeler Canadian Equity Fund Series B	1,501,869	1,331,485
RBC Direct Investing	13,988	2,916
	4,623,114	4,334,708

4. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2020	2019
Accounts Payable	-9,429,216	-10,838,966
Accrued Liabilities	-4,306,085	-5,394,426
Fringe Payable	-9,050,637	-9,369,714
Tax Payable	-59,175,932	-1,647,318
	-81,961,870	-27,250,425

To address the effects of COVID-19, the B.C. government has made a decision to delay school tax remittances in order to support for local governments so they can meet their operational costs and required remittances. 57.2M school tax was remitted in January 2021.

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2020

5. EMPLOYEE FUTURE BENEFITS PAYABLE

Employees are entitled to earned benefits related to non-vested sick leave, vacation at retirement and retirement allowances. Employees may also defer sick leave gratuity payments.

The liabilities reported in the financial statements are based on an actuarial valuation as at December 31, 2019 that have been extrapolated to December 31, 2020.

The significant actuarial valuation assumptions adopted in measuring the District's accrued benefit liabilities for post-employment benefits are as follows:

	2020	2019
Discount rate	2.00%	2.60%
Expected future inflation rate	2.50%	2.50%
Expected wage increases	2.58% to 4.63%	2.58% to 4.63%
Estimated average remaining service life	11 years	11 years

Employee future benefits payable, as at December 31, are as follows:

	2020	2019
Non-vested sick leave	2,599,393	2,343,137
Vacation at retirement	1,014,595	942,797
Retirement allowance	2,543,074	2,372,578
Sick leave gratuity pay	746,103	781,378
	6,903,165	6,439,890
Unamortized actuarial loss	(1,285,791)	(966,414)
	5,617,374	5,473,476

The continuity of the District's employee future benefits payable is as follows:

	2020	2019
Accrued benefit obligation, beginning of year	6,439,890	5,946,000
Current service costs	582,117	531,700
Interest costs	173,888	199,400
Plan amendments		
Actual benefits paid	(718,353)	(600,005)
Actuarial (gain)/loss arising in the period	425,623	362,795
Accrued benefit obligation, end of year	6,903,165	6,439,890
Unamortized actuarial loss	(1,285,791)	(966,414)
	5,617,374	5,473,476

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
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 For the Year Ended December 31, 2020

6. DEFERRED REVENUE AND DEPOSITS

	2020	2019
Long-Term Prepaid Lease	13,444,241	13,560,241
Prepaid Taxes	8,128,382	7,734,966
Deposits	23,019,590	24,007,832
Memberships, Fees, and Other Revenues	5,578,505	6,917,513
	50,170,718	52,220,552

Deferred Revenue and Deposits are short-term in nature, with the exception of the Long-Term Prepaid Lease, which will be recognized as revenue over the 125-year term of the lease (Note 12 (d)).

7. DEFERRED DEVELOPMENT COST CHARGES

These funds including interest earned thereon are restricted by bylaw to the purposes for which they were collected from developers. Separate accounts hold funds that are to be used for underground wiring, waterworks infrastructure, drainage, roads and parks and open space projects in specific areas. Expenditures require budgetary authorization within the purposes authorized in the establishing bylaws. The deferred development cost charges are the District's only restricted revenues. There were no developments for which deferred development charges were waived or reduced in 2020 and 2019.

Continuity of Deferred Development Cost Charges:

	Opening Balances	Current Receipts	Interest Earned	Amounts Spent	Closing Balance
General Fund					
Highways	6,528,669	170,824	128,313		6,827,806
Underground Wiring	1,466,726	91,336	24,567	(492,096)	1,090,533
Parks and Open Space	12,396,725	3,252,746	269,711	(240,961)	15,678,221
	20,392,120	3,514,906	422,591	(733,057)	23,596,560
Water Utility Fund	1,230,286	355,892	27,320	-	1,613,497
Sewer Utility Fund	2,317,949	483,242	49,656	-	2,850,847
	23,940,355	4,354,040	499,566	(733,057)	28,060,904

DISTRICT OF WEST VANCOUVER
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8. DEBT

The rates of interest on the principal amount of the MFA debentures vary between 2.60% and 4.90% per annum. The District issues debt instruments through the MFA, pursuant to security-issuing bylaws under authority of the Community Charter, to finance certain capital expenditures.

Outstanding debt:

	2020	2019
Various Infrastructure Loans	31,742,812	33,009,981
Repayments and actuarial adjustments	(1,313,586)	(1,267,169)
	30,429,226	31,742,812

*Includes borrowing proceeds for new public safety building construction.

Repayments of debt required in the next five years and thereafter are as follows:

	Interest	Principal & Actuarial	Total
2021	1,054,477	1,363,112	2,417,589
2022	1,054,477	1,412,366	2,466,843
2023	1,054,477	1,463,420	2,517,897
2024	986,977	1,516,338	2,503,315
2025	919,477	1,031,545	1,951,022
2026 - 2047	15,879,914	23,642,445	39,522,359
Total	20,949,800	30,429,226	51,379,026

9. ACCUMULATED SURPLUS

Accumulated surplus is represented by:

	2020	2019
Unappropriated Deficit	(10,807,542)	(16,673,378)
Reserve Funds - Cash (Note 10)	134,033,148	102,846,750
Investment in Non-Financial Assets	494,942,910	482,619,583
Appropriated Surplus	618,168,516	568,792,954

The unappropriated deficit is the amount of accumulated surplus remaining after deducting the various appropriated surplus balances and the investment in non-financial assets.

Reserve funds represent a portion of the accumulated surplus that has been set aside by Council for specified purposes. In the normal course of operations, these funds will be used to finance the services or the capital projects for which they have been appropriated.

Investment in non-financial assets represents the net book value of the District's non-financial assets including the Library Foundation's non-financial assets less any capital debt. In the normal course of operations, non-financial assets excluding Library Foundation Restricted Investments, will be used to provide services, and debt will be repaid by future tax revenues.

10. RESERVE FUNDS

Individual statutory and non-statutory reserve funds have restrictions and conditions as follows:

Statutory Reserves

(a) Endowment Fund

The Endowment Fund is subject to a minimum threshold as established in District's Endowment Fund Bylaw. On January 8, 2018 Council amended the Endowment Fund to set the threshold value at \$18,000,000. The balance in the fund at December 31, 2020 is \$28,966,304 (2019 \$30,021,519). The reserve may be used to pay for the acquisition or construction of major capital projects or the reduction of municipal debt incurred for acquisition or construction of major capital projects.

(b) Youth Activity Reserve Fund

This fund is subject to a minimum threshold as established in the District Youth Activity Fund Bylaw and adjusted annually for inflation using the annual Provincial Consumer Price Index. This fund is used for capital projects or programs undertaken by the District or community groups for the benefit of youth in the community. The amount of the threshold at December 31, 2020 is \$546,198 (2019 \$541,676). The balance in the fund December 31, 2020 is \$579,526 (2019 \$568,497).

(c) Public Art Reserve Fund

This fund was established in 2016 and is used for the purpose of creation, maintenance, and preservation of public art in the District of West Vancouver and furthering the goals of the District's public art program.

(d) Capital Facilities Reserve

The Capital Facilities Reserve is to be used for creation and maintenance of facilities to deliver municipal services; planning works for designing or enhancing District owned or occupied buildings; and acquisition of land and improvements for use in delivering services in the District.

(e) Capital Infrastructure Reserve

This fund is designated for ongoing maintenance and replacements of existing infrastructure.

(f) Capital Equipment Reserve

This fund is to be used for heavy equipment, general equipment and information technology and communications equipment.

(g) Water Reserve Fund

This fund may be used to finance the acquisition or construction of water system works, repay debt and interest, and contribute to the stabilization of District water rates.

(h) Sewer & Drainage Reserve Fund

This fund is intended to be used for infrastructure capital expenditures related to sewer and drainage, or to reduce outstanding debt.

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
For the Year Ended December 31, 2020

Non-Statutory Reserves

(a) Amenity Contributions Fund

Developer contributions received by the District, for the purpose of improving the quality of life in the community, or held in the Amenity Contributions Reserve. The funds may be secured under the Local Government Act, as a term of the sale of District-owned land or by other means, and fall within a broad range of categories.

(b) Affordable Housing Fund

Affordable housing fund is designed to support the development of below market housing to low income residents.

(c) Operating Reserves

Operating Reserves are intended for one-time operating expenditures that may occur from time to time, and may be expended within general budgetary authority.

(d) Capital Reserves

These reserves are designated for the periodic replacement of specified assets or retirement of debt.

(e) Operational Reserve

Operational Asset Reserve is to be used for items that may not be capital in nature but still require replacement on a periodic basis.

(f) Land Reserve

This fund was established in 2018 and is used to capture the proceeds of land sales.

(g) Solid Waste Reserve

Net revenue or expense from solid waste operations are transferred to or from this fund annually. This reserve is used as a contingency for landfill remediation and rate stabilization should solid waste collection costs increase.

(h) Golf Development Reserve

Net revenues or expenses from golf operations are transferred to/from this fund annually. These funds are designated for golf course development generally, and may be expended within general budgetary authority.

(i) Cemetery Development Reserve

Net revenues or expenses from cemetery operations are transferred to or from this fund annually. These funds are for cemetery development generally, and may be expended within general budgetary authority.

DISTRICT OF WEST VANCOUVER
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Continuity of Reserve Funds is as follows:

	Opening Balance	Revenues & Transfers	Interest Earned	Expenditures & Transfers	Closing Balance
General Fund					
Endowment Fund *	30,021,519	441,190	573,732	(2,070,137)	28,966,304
Youth Activity Reserve Fund *	568,497	-	11,029	-	579,526
Public Arts Reserve Fund *	258,188	402,672	8,785	(13,350)	656,295
Amenity Contributions Fund	28,645,953	15,518,979	682,009	(2,500,651)	42,346,291
Affordable Housing	5,059,041	-	98,145	-	5,157,186
Operating Reserves	1,952,329	8,453,590	4,633	(249,169)	10,161,382
Capital Reserves	2,771,227	293,574	49,601	(722,529)	2,391,872
Capital Facilities Reserve *	6,639,430	1,824,998	88,074	(4,600,289)	3,952,213
Capital Infrastructure Reserve *	2,300,181	5,306,294	44,451	(4,318,492)	3,332,435
Capital Equipment Reserve*	2,063,807	5,034,369	56,966	(2,218,889)	4,936,252
Operational Reserve	580,405	823,667	9,119	(773,037)	640,154
Land Reserve	465,867	2,859,246	35,582	(122,768)	3,237,928
Total General Fund	81,326,445	40,958,578	1,662,127	(17,589,310)	106,357,838
Other Fund					
Water Reserve Fund *	6,536,675	5,915,487	105,298	(2,217,886)	10,339,573
Sewer & Drainage Reserve Fund*	10,674,589	4,897,221	187,948	(1,973,138)	13,786,620
Solid Waste Reserve Fund	2,838,277	-	n/a	(733,433)	2,104,844
Golf Development Reserve	26,455	258,876	3,024	-	288,355
Cemetery Development Reserve	1,444,309	-	28,020	(316,412)	1,155,917
Total Other Fund	21,520,305	11,071,584	324,289	(5,240,869)	27,675,310
Total Reserve Funds	102,846,750	52,030,162	1,986,416	(22,830,179)	134,033,148

* Statutory Reserve

11. CONTRACTUAL OBLIGATIONS AND CONTINGENCIES

(a) Legal Actions

As with other municipalities, the District is currently involved in certain legal actions. Financial implications of potential claims against the District, resulting from such litigation, and that are not covered by insurance, are accrued to the extent that amounts can be reasonably estimated. Otherwise, such claims are recognized in the year in which a definitive obligation is determined.

One such action is that CN Acquisition Limited (“CN”) has commenced legal proceedings against the District regarding the Centennial Seawalk. The District has taken steps to defend CN’s legal action. CN and the District are now working collaboratively to complete a settlement agreement with the intention to resolve the legal dispute entirely.

(b) Municipal Pension Plan

The District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2020, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 884 contributors from the District.

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

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

The District paid \$7,749,750 (2019 \$7,383,598) for employer contributions while employees contributed \$6,354,668 (2019 \$6,022,688) to the plan in fiscal 2020.

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

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

12. CONTRACTUAL RIGHTS

The District has entered into agreements related to the lease of District property, for periods from 30 to 125 years. Lease proceeds are recognized based on the terms of the specific leases which are as follows:

(a) 14th Street - Duchess to Esquimalt, Amblevue Place Housing Co-Operative

Included in Other Trust Funds (Note 17) are lease payments received related to District-owned land. These amounts will not be available to the District until the end of the lease period, February 28, 2047. Upon expiration of the lease, the District has committed to pay to the lessee an amount equal to the sum of the then value of the principal shares held by the members of the co-operative. This payment is anticipated to be less than the cumulative deferred proceeds at the termination of the lease.

The premises will revert to the District upon the expiration of the term.

Proceeds are to be received in annual amounts varying from \$5,040 to \$20,160 (currently \$12,600) until the year 2047. At December 31, 2020, the cumulative amount deferred totalled \$429,253 (2019 \$408,604).

(b) 320 Taylor Way

The District receives annual lease proceeds of \$125,000 (plus an adjustment for inflation starting in 1999) to the year 2087. The net proceeds are transferred to the Endowment Fund.

(c) Community Centre

The District leases 19,529 square feet of custom designed space at the West Vancouver Community Centre under a long-term lease agreement to Vancouver Coastal Health Authority. The lease commenced May 1, 2009 with the following terms:

Term – 30 years, with one 10 year renewal option

Annual rentals are as follows:

Years 1 to 10 - \$629,810 or \$32.25 per square foot

Years 11 to 20 - \$744,250 or \$38.11 per square foot

Years 21 to 30 - \$995,002 or \$50.95 per square foot

plus a proportionate share of defined operating and maintenance costs

Certain other spaces in the West Vancouver Community Centre are covered by commercial third party rental and leasing agreements with varying terms.

(d) Wetmore Lands

In 2011, the District entered into an agreement with Pacific Arbour Retirement Communities to develop land at the northwest corner of Marine Drive and 22nd Street, known as the Wetmore Lands. Under the agreement, Pacific Arbour prepaid \$14.5 million for a 125-year lease of the property and paid the District \$500,000 towards the development of the park adjacent to the property. The lease proceeds were received in 2011, at the conclusion of a public consultation process, and after rezoning and development approvals had been obtained.

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 For the Year Ended December 31, 2020

13. TAXATION AND UTILITY USER FEE REVENUES

	2020 Budget	2020 Actual	2019 Actual
Collection for District Purposes			
General Taxation	75,945,072	76,187,261	73,850,266
Payments in Lieu of Taxes	873,350	858,639	869,283
Specified Area Levies	507,008	507,008	507,008
	77,325,430	77,552,908	75,226,557
Recycling Fees & Charges	2,722,562	2,798,226	4,519,877
Solid Waste Disposal Fees	2,334,600	2,319,942	2,314,767
Water Utility Fees	17,619,252	17,349,006	16,640,716
Sewer Utility Fees	20,884,655	19,738,693	18,042,542
	120,886,499	119,758,775	116,744,459

Collection for Other Agencies

The following amounts collected on behalf of other taxing authorities are not included on the District's Statement of Operations:

	2020 Actual	2019 Actual
Province of BC School Taxes		
Residential	54,531,320	69,573,136
Non-residential	4,902,203	6,751,886
	59,433,523	76,325,022
Regional Transit	11,606,304	12,040,909
BC Assessment Authority	1,954,926	2,059,978
Regional District	2,362,944	2,228,637
Municipal Finance Authority	9,082	10,423
	75,366,779	92,664,969

14. SEGMENTED REPORTING

The District is a diversified municipal government institution that provides a wide range of services to its citizens. For management reporting purposes, the activities are organized and reported by Fund. These Funds include General, Water, Sewer, Solid Waste, Cemetery and Golf. The Funds were created to attain certain objectives in accordance with special regulations, restrictions or limitations.

The following are the activities or services provided by each of the segments reported on:

GENERAL FUND

General Government

Finance and Administration functions of the District include: Support to Council, Legislative Services, Communications and Community Relations, Emergency Program, Human Resources, Payroll Services, Taxes and Utilities, Information Technology, Purchasing & Risk Management and Facilities & Asset Management.

Public Safety

Bylaws and law enforcement and protection of persons and property by Police, Fire & Rescue and Bylaw Services.

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 For the Year Ended December 31, 2020

Engineering & Transportation

Maintenance of streets, roads and sidewalks; street and traffic signs; signals and lighting; snow removal and sanding; environmental services; foreshore protection; climate change initiatives; community energy planning.

Planning, Lands & Permits

Community and land use planning; development issues including the processing of rezoning applications, development permits and development variances; building permit review and inspections.

Recreation & Library

Development and maintenance of the District's open spaces, parks, and other landscaped areas; maintenance and operation of recreational facilities; development and provision of recreational programs and operation of the West Vancouver Memorial Library; cultural programs and special events.

WATER UTILITY FUND

Operation of the local membrane filtration facilities at Eagle Lake and at Montizambert Creek, and distribution of water from both Eagle Lake and Metro Vancouver to residents.

SEWER UTILITY FUND

Provision of sanitary sewer collection and storm drainage management includes the provision of, and maintenance of: pipes, manholes, culverts and sewage lift stations. Sewage treatment is provided by Metro Vancouver Regional District.

SOLID WASTE FUND

Administration of contracted services for the collection and disposal of the following: household garbage, yard trimmings and recyclables.

CEMETERY FUND

Operation of the Capilano View Cemetery.

GOLF FUND

Operation of the Ambleside Par 3 Golf Course and of the Gleneagles Golf Course.

TRANSIT BLUE BUS

Operation of the Blue Bus transit services are contracted to the District, and are completely funded by TransLink.

LIBRARY FOUNDATION

Operation and administration of the West Vancouver Memorial Library Foundation.

Schedule 1, "Segment Information - Revenues by Type and Expenses by Object," presents revenues and expenses for each of the segments noted above. Only direct revenues and expenses are reflected within individual segments. Other revenues (notably property taxation) and expenses not directly arising within specific segments have been shown separately as "Unallocated."

15. COMMUNITY AMENITY CONTRIBUTIONS

Two amenity contribution payments were received in 2020. These funds will be used for provision and improvement of community assets.

Bylaw & Description	2020	2019
Bylaw 4985, 2018 – 727 Keith Road		219,000
Bylaw 5041, 2019 – Rogers Creek Area 5 and 6	5,140,000	
Bylaw 5064, 2020 – 707 and 723 Main Street	10,000,000	
	15,140,000	219,000

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
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 For the Year Ended December 31, 2020

16. 2020 BUDGET ADJUSTMENTS

The budget amounts presented throughout these financial statements are based on the Budget (referred to as the Financial Plan in the legislation) approved by Council April 27, 2020, with the exception of the budgets for tangible capital asset related expenses (maintenance, amortization, write-downs and loss on disposal). The budgets for the tangible capital asset expenses are deemed to be equal to actual expenses. This exception was made in order to improve the comparability of the budget amounts with the actual amounts given that these items are non-cash and accordingly are not required to be funded under the legislation.

The table below shows the adjustments made to the 2020 Budget values with the addition of the budgets for tangible capital asset expenses. The adjusted budget values are then comparable to the 2020 actual values, and are the budget values shown in the Statement of Operations and the Statement of Net Financial Assets.

	Financial Plan	2020 Budget Adjustment for TCA[i]	As Presented on Financial Statements
Statement of Operations			
Revenues	168,603,860	-	168,603,860
Expenses			
General Government	25,426,865	2,592,038	28,018,903
Public Safety	35,229,312	1,398,070	36,627,382
Engineering & Transportation	7,061,602	782,757	7,844,359
Planning, Lands & Permits	6,220,927	194,457	6,415,384
Recreation & Library	20,966,208	6,116,862	27,083,070
Water Utility	9,964,154	3,600,530	13,564,684
Sewer Utility	11,898,155	4,699,889	16,598,044
Solid Waste	5,654,981	-	5,654,981
Cemetery	704,000	143,330	847,330
Golf	526,817	121,881	648,698
Transit	18,291,863	-	18,291,863
	141,944,884	19,649,813	161,594,698
Annual Surplus	26,658,976	(19,649,813)	7,009,162

[i]Tangible Capital Asset expenses including maintenance, amortization, write-downs and loss on disposals.

DISTRICT OF WEST VANCOUVER
CONSOLIDATED FINANCIAL STATEMENTS
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17. TRUST FUNDS

The Cemetery Care Fund is restricted by legislation as to principal amount, interest earnings are available for ongoing maintenance of cemetery grounds as required. Other Trust Funds include funds for various seniors' clubs, community projects and library bequests. The District excludes trusts it administers from consolidated financial statements.

	2020	2019
Cemetery Care Trust Fund		
Balance, Opening	6,149,502	5,928,775
Additions during year		
Contributions received	202,181	220,727
Interest Earned	120,085	181,174
	6,471,769	6,330,676
Transfer to Cemetery Operations	(120,085)	(181,174)
Balance, Closing	6,351,684	6,149,502
Other Trust Funds	970,629	944,086
	7,322,313	7,093,588

18. MEMBERSHIP IN E-COMM EMERGENCY COMMUNICATIONS FOR SOUTHWEST BC INCORPORATED (E-Comm)

The District is a member of E-Comm, an organization comprised predominantly of member municipalities, for the purpose of providing emergency and dispatch services. The District is represented on the Board and, as a Class A shareholder, has voting rights should E-Comm want to incur debt.

The E-Comm facility was constructed using debt as a financing mechanism. Members are liable for their proportionate share of that debt with debt being repaid by members through annual fees charged by E-Comm. Should E-Comm dissolve, members would be liable for a proportionate share of any residual debt. Alternatively, should a member choose to opt out of E-Comm, they would be liable for a proportionate share of the debt at the time of withdrawal. The District holds two Class A shares, and one Class B share.

19. SUBSEQUENT EVENT

On March 11, 2020, the COVID-19 outbreak was declared a global pandemic by the World Health Organization. The District's offices were closed to the public as a result, although essential services continued to be provided, with the offices re-opening in a limited capacity during the year. As the impacts of COVID-19 continue, there could be further effects on the District, its citizens, employees, suppliers and other third party business associates. The District has continued to deliver services during this pandemic through a variety of means, whether face-to-face or utilizing technology. Given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the District is not able to fully estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity at this time.

CONSOLIDATED FINANCIAL STATEMENTS**SCHEDULE 1: CONSOLIDATED SEGMENT INFORMATION - revenues by type and expenses by object**

For the year ended December 31, 2020

	GENERAL FUND						Total
	General Government	Public Safety	Engineering, Environment and Transportation	Planning and Development Services	Recreation and Library	Unallocated	
REVENUE							
General Taxation (Note 12)	504,971	-	-	-	-	77,047,937	77,552,908
Fees and Charges	112,410	576,620	586,358	-	4,529,547	2,833,546	8,638,481
Licences and Permits	-	1,478,531	235,899	5,370,390	48,370	-	7,133,190
Other Revenue	2,020,049	119,333	65,481	701,264	294,039	1,644,826	4,844,992
Government Grants	-	910,712	5,149	27,200	202,420	5,250,220	6,395,701
Transit Reimbursements	-	-	-	-	-	-	-
Development Cost Charges	-	-	-	-	-	733,057	733,057
Other Contributions for Capital	-	-	-	-	-	6,146,196	6,146,196
Third Party Works	9,000	20,000	3,259,898	-	35,170	-	3,324,068
Interest Earned on Investments	6,407	-	-	-	-	3,584,502	3,590,909
Community Amenities Received from Developer	71,400	-	-	-	-	15,068,600	15,140,000
Gain on Sale of Land	2,865,571	-	-	-	-	-	2,865,571
Total Revenues	5,589,808	3,105,196	4,152,785	6,098,854	5,109,546	112,308,884	136,365,073
EXPENSES							
Salaries and Benefits	12,348,462	30,327,368	3,264,588	5,164,175	15,519,120	-	66,623,713
Supplies and Other Expenses	5,210,781	3,703,104	1,343,124	983,107	3,603,012	-	14,843,128
Professional and Consulting	310,474	124,652	30,634	-	5,061	-	470,821
Recoveries and Allocations	(410,550)	269,956	455,284	(148,349)	119,020	-	285,361
Legal	222,408	17,755	-	256,308	-	-	496,471
Grants in Aid	500,000	-	-	-	451,455	-	951,455
Property and Liability Insurance	949,017	-	-	-	-	-	949,017
Tangible Capital Asset Maintenance	705,420	491,160	1,045,644	-	2,145,492	-	4,387,716
Tangible Capital Asset Amortization	1,886,618	906,910	2,535,897	51,791	3,820,625	-	9,201,841
Net Loss on Sale of Tangible Capital Asset	-	-	(2,798,784)	142,666	150,746	-	(2,505,372)
Interest and Other Bank Charges	344,998	-	-	-	-	-	344,998
Interest on Long Term Debt	702,243	-	-	-	-	-	702,243
Third Party Works	-	-	3,239,898	-	-	-	3,239,898
Total Expenses	22,769,871	35,840,905	9,116,285	6,449,698	25,814,531	-	99,991,290
ANNUAL SURPLUS/(DEFICIT)	(17,180,063)	(32,735,709)	(4,963,500)	(350,844)	(20,704,985)	112,308,884	36,373,783

See accompanying notes to the Financial Statements.

WATER UTILITY FUND	SEWER UTILITY FUND	SOLID WASTE FUND	CEMETERY FUND	GOLF FUND	TRANSIT BLUE BUS	LIBRARY FOUNDATION	2020	2019
-	-	-	-	-	-	-	77,552,908	75,226,557
17,349,005	19,738,693	5,118,169	1,057,905	1,250,277	-	-	53,152,530	59,531,881
-	-	-	-	-	-	-	7,133,190	7,080,511
-	-	-	120,085	-	-	331,313	5,296,390	4,818,896
-	-	-	-	-	-	-	6,395,701	1,407,043
-	-	-	-	-	18,498,623	-	18,498,623	18,333,382
-	-	-	-	-	-	-	733,057	2,503,887
318,501	378,531	-	-	-	-	-	6,843,228	2,509,622
-	1,000	-	-	-	-	-	3,325,068	2,760,059
3,074	-	-	-	-	-	358,868	3,952,851	4,416,053
-	-	-	-	-	-	-	15,140,000	219,000
-	-	-	-	-	-	-	2,865,571	-
17,670,580	20,118,224	5,118,169	1,177,990	1,250,277	18,498,623	690,181	200,889,117	178,806,892
1,751,719	1,801,152	397,525	490,231	414,496	13,778,807	-	85,257,643	88,632,436
4,641,673	8,247,507	4,724,803	190,305	372,659	4,327,830	12,489	37,360,394	43,304,115
-	393	22,260	8,305	-	300	25,170	527,249	734,140
322,374	186,937	617,014	37,630	104,481	264,713	-	1,818,510	2,230,557
6,826	-	-	14,518	-	126,973	646	645,434	798,497
-	-	-	-	-	-	-	951,455	973,155
-	-	-	-	-	-	1,155	950,172	953,648
196,940	1,105,294	-	-	-	-	-	5,689,950	4,639,705
3,254,522	3,509,084	-	56,679	121,881	-	-	16,144,007	15,427,635
149,068	85,510	-	86,651	-	-	-	(2,184,143)	776,037
-	-	-	-	-	-	-	344,998	560,469
65,745	-	-	-	-	-	-	767,988	907,507
-	-	-	-	-	-	-	3,239,898	2,744,009
10,388,867	14,935,877	5,761,602	884,319	1,013,517	18,498,623	39,460	151,513,555	162,681,907
7,281,713	5,182,347	(643,433)	293,671	236,760	-	650,721	49,375,562	16,124,985

FINANCIAL STATEMENTS**SCHEDULE 2: TANGIBLE CAPITAL ASSET CONTINUITY SCHEDULE**

For the year ended December 31, 2020

	Land	Land Improvements	Buildings	Machinery, Furniture & Equipment	Vehicles
COST					
Opening Balance	138,660,997	31,360,015	129,726,260	9,000,554	16,803,814
Add: Additions	5,104,600	1,170,909	3,339,364	766,140	1,629,848
Less: Disposals	-	(919,500)	(193,765)	(71,217)	(250,419)
Closing Balance	143,765,597	31,611,424	132,871,859	9,695,477	18,183,243
ACCUMULATED AMORTIZATION					
Opening Balance	-	18,815,160	41,218,466	6,027,912	10,143,328
Add: Amortization	-	973,591	4,436,541	712,264	1,276,325
Less: Accumulated Amortization on Disposals	-	(768,754)	(51,099)	(71,217)	(250,419)
Closing Balance	-	19,019,997	45,603,908	6,668,959	11,169,234
NET BOOK VALUE, YEAR END 2020	143,765,597	12,591,427	87,267,951	3,026,518	7,014,009

¹ Additions to Assets Under Construction are shown net of transfers to other Tangible Capital Asset categories.

SCHEDULE 2 - Continued

Infrastructure				
Transportation Infrastructure	Water	Sanitary Sewer	Assets Under Construction	2020 Total
99,706,164	157,673,037	232,832,912	17,252,044	833,015,796
1,631,678	2,383,647	1,626,610	7,281,831 ¹	24,934,627
(21,656,747)	(421,283)	(267,114)	-	(23,780,045)
79,681,095	159,635,401	234,192,408	24,533,875	834,170,378
40,363,185	67,243,860	141,361,470	-	325,173,381
2,255,930	3,116,919	3,372,435	-	16,144,005
(24,368,880)	(272,215)	(181,603)	-	(25,964,187)
18,250,235	70,088,564	144,552,302	-	315,353,199
61,430,860	89,546,837	89,640,106	24,533,875	518,817,180

CONSOLIDATED FINANCIAL STATEMENTS**SCHEDULE 3: TANGIBLE CAPITAL ASSET CONTINUITY SCHEDULE (Prior Year)**

For the year ended December 31, 2019

	Land	Land Improvements	Buildings	Machinery, Furniture & Equipment	Vehicles
COST					
Opening Balance	138,660,997	29,715,896	127,155,993	8,491,466	16,243,363
Add: Additions	-	1,704,554	2,570,267	509,088	1,342,765
Less: Disposals	-	(60,435)	-	-	(782,313)
Closing Balance	138,660,997	31,360,015	129,726,260	9,000,554	16,803,814
ACCUMULATED AMORTIZATION					
Opening Balance	-	17,850,144	37,116,607	5,287,248	9,677,002
Add: Amortization	-	1,012,631	4,101,859	740,664	1,186,825
Less: Accumulated Amortization on Disposals	-	(47,616)	-	-	(720,499)
Closing Balance	-	18,815,160	41,218,466	6,027,912	10,143,328
NET BOOK VALUE, YEAR END 2019	138,660,997	12,544,855	88,507,793	2,972,642	6,660,487

¹ Additions to Assets Under Construction are shown net of transfers to other Tangible Capital Asset categories.

SCHEDULE 3 - Continued

Infrastructure				
Transportation Infrastructure	Water	Sanitary Sewer	Assets Under Construction	2019 Total
99,422,823	153,562,671	228,564,154	11,918,821	813,736,183
3,213,179	4,802,775	8,679,924	5,333,223 ¹	28,155,775
(2,929,838)	(692,410)	(4,411,166)	-	(8,876,161)
99,706,164	157,673,037	232,832,912	17,252,044	833,015,796
39,849,296	65,820,324	142,245,249	-	317,845,871
3,149,975	1,999,228	3,236,452	-	15,427,635
(2,636,086)	(575,692)	(4,120,231)	-	(8,100,125)
40,363,185	67,243,860	141,361,470	-	325,173,381
59,342,979	90,429,177	91,471,442	17,252,044	507,842,415

2020 FIVE-YEAR FINANCIAL & STATISTICAL REVIEW

SUPPLEMENTARY INFORMATION

YEAR ENDED DECEMBER 31, 2020

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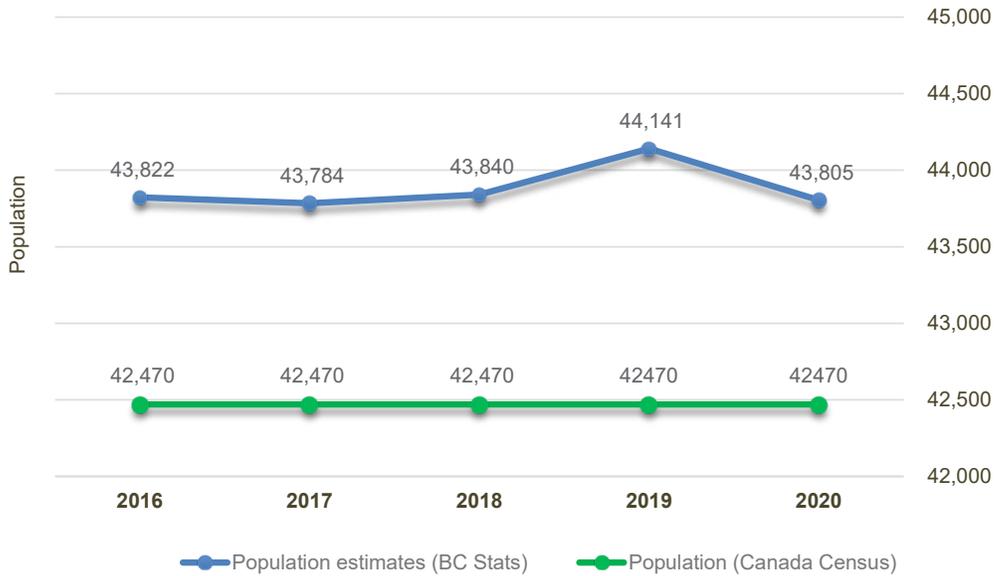
SUPPLEMENTARY INFORMATION

GROWTH & ECONOMIC INDICATORS

Five-Year Financial & Statistical Review

West Vancouver Population Estimates

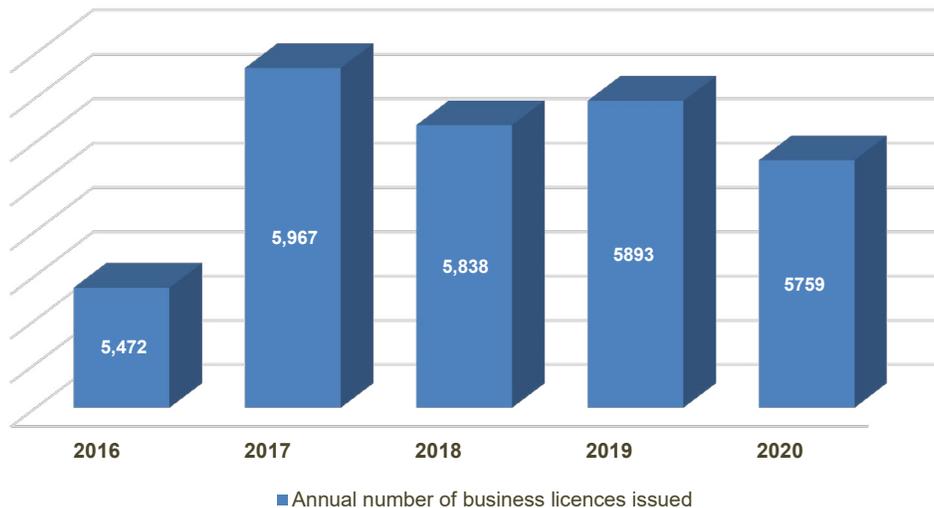
Source: BC Stats (2015-2019); Canada Census (2011 & 2016)



Population statistics are provided by the 2016 federal census. The next census will take place in May 2021. In years when no census takes place, BC Stats, a provincial agency, provides population estimates, which are replaced every five years by the census. In 2020, West Vancouver had an 8% decrease in population compared to 2019, based on BC stats data.

Business Licences

Source: District of West Vancouver, Corporate Services



The number of business licences to operate in West Vancouver has decreased by 134 from last year, primarily due to out-of-town contractors who did not renew their licences.

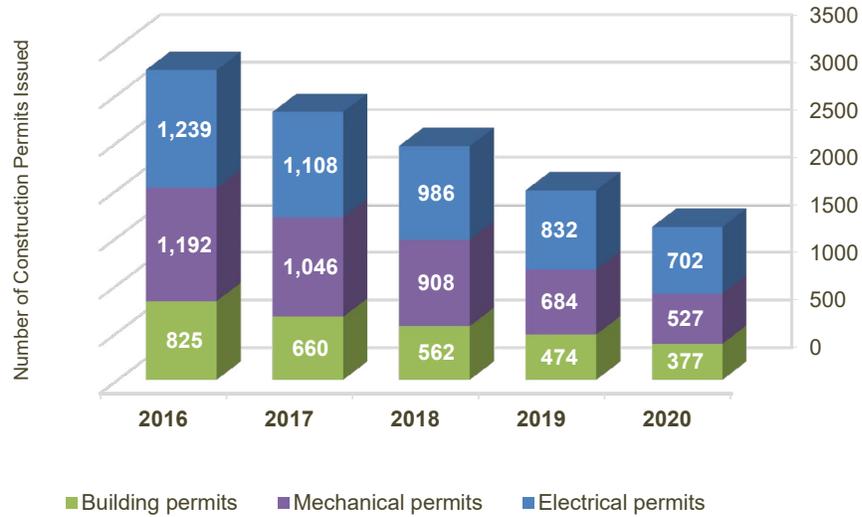
SUPPLEMENTARY INFORMATION

GROWTH & ECONOMIC INDICATORS *continued*

Five-Year Financial & Statistical Review

Construction Permits

Source: District of West Vancouver Building Department



Construction activity trended down in West Vancouver in the past five years. The majority of building permits issued in 2020 were for residential single family construction. Of the 377 building permits issued in 2020, 286 were for demolition, alterations or additions and new construction of single family homes; seven permits were issued for construction of multi-residential. The remaining 84 permits issued were for commercial, government and institutional buildings, swimming pools and hot tubs.

Building Permits & Construction Value

Source: District of West Vancouver Building Department



SUPPLEMENTARY INFORMATION

GROWTH & ECONOMIC INDICATORS *continued*

Five-Year Financial & Statistical Review

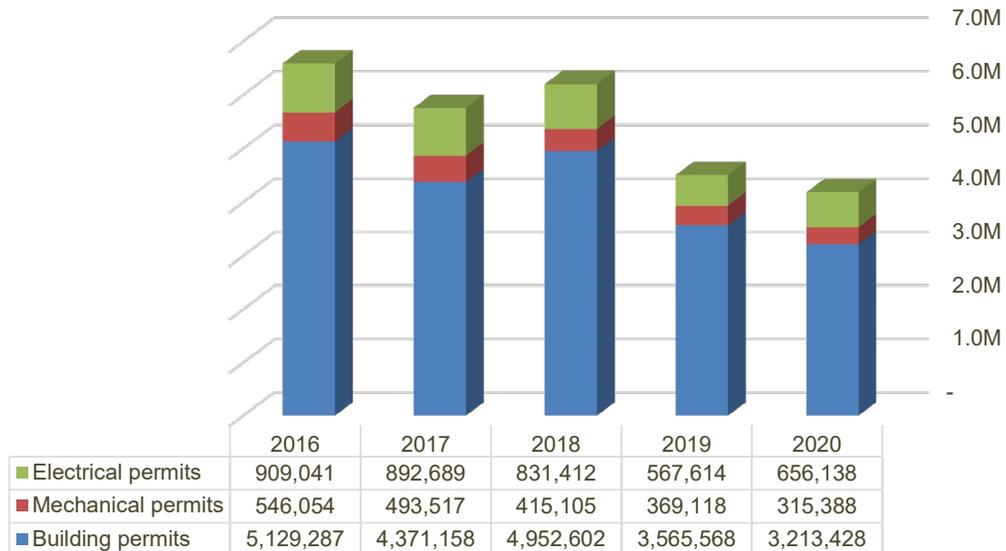
Number of Inspections

Source: District of West Vancouver Building Department



Permit Fee Revenue

Source: District of West Vancouver, Financial Services



The number of building permits dropped and inspections performed in 2020 decreased significantly, in conjunction with decreased construction activity. As illustrated in the graph above, building permit revenues generate the majority of permit revenue. Building permit revenues are based on construction value. Construction value has gone up in 2020, especially in the area of commercial buildings.

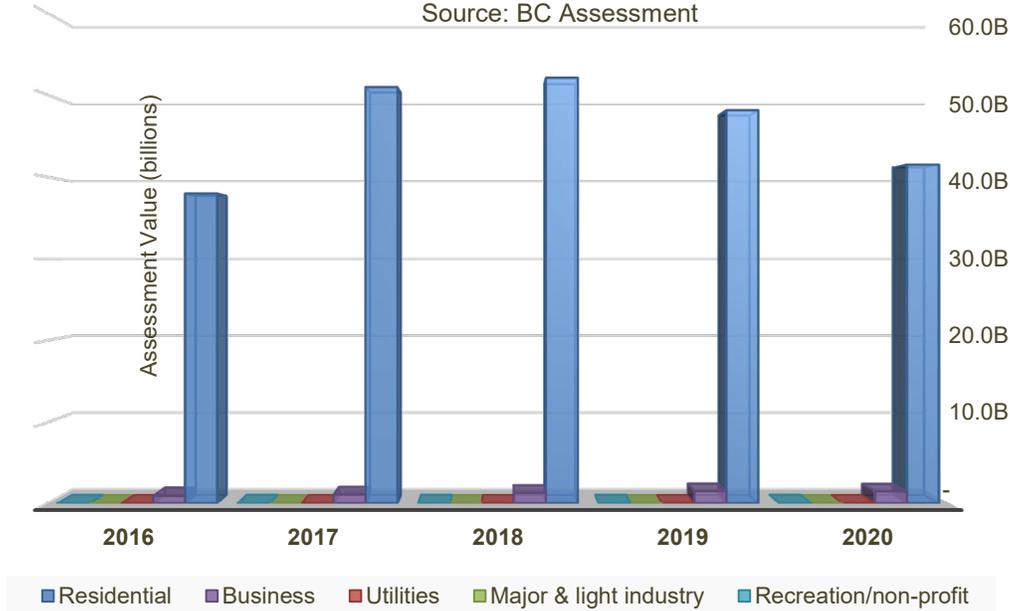
SUPPLEMENTARY INFORMATION

ASSESSMENT & TAXATION

Five-Year Financial & Statistical Review

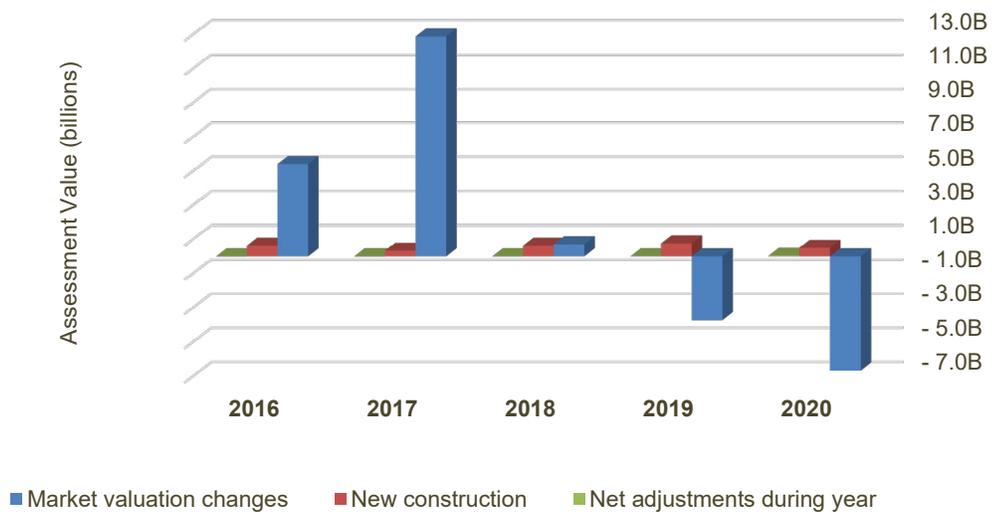
Assessment by Property Class

Source: BC Assessment



Annual Assessment Growth

Source: BC Assessment



The District of West Vancouver relies primarily on the residential class for taxation revenue. There is a relatively small amount of business property, and virtually no industry, utility, or recreational class property in West Vancouver. The annual change in assessed values has been primarily driven by market valuation changes and, to a lesser degree, by new construction. Market valuation changes do not result in change in taxation revenue, but do cause the tax burden to shift to properties that experience the highest increase in value. There was an approximate \$3.7 million market value decrease in 2019 and a \$6.7 million market value decrease in 2020.

SUPPLEMENTARY INFORMATION

ASSESSMENT & TAXATION *continued*

Five-Year Financial & Statistical Review

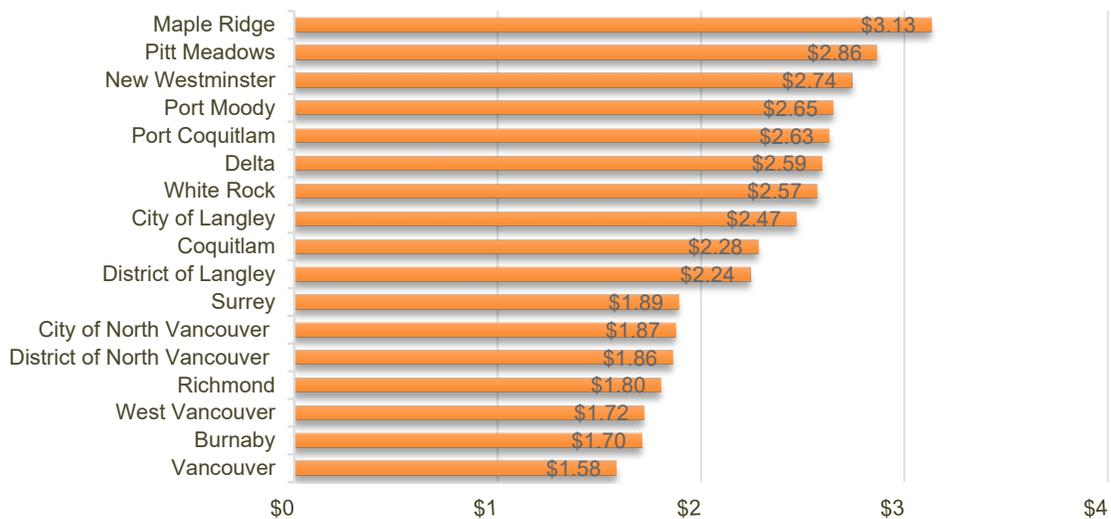
Tax Revenue by Property Class

Source: District of West Vancouver, Financial Services



2020 Residential Tax Rates Metro Vancouver Municipalities

Source: Ministry of Community, Sport & Cultural Development
(tax rate per \$1,000 assessed value)



The residential class accounted for approximately 93.6% of property tax revenue collected in 2020. The business class accounted for 5.9%. Utilities and recreation class properties contributed less than 0.5% of all property tax revenue. As illustrated above, the District of West Vancouver had the third lowest municipal tax rate in the region for residential class properties in 2020. However, property assessments were higher when compared to other Metro Vancouver municipalities.

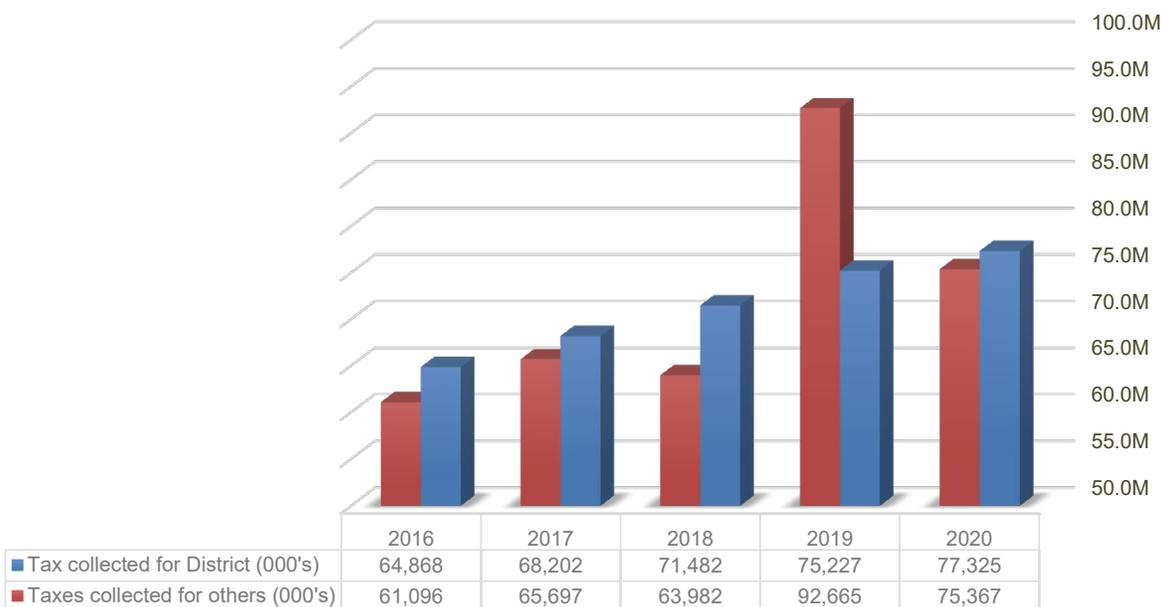
SUPPLEMENTARY INFORMATION

ASSESSMENT & TAXATION *continued*

Five-Year Financial & Statistical Review

Property Tax Collections

Source: District of West Vancouver, Financial Services



Provincial legislation requires municipalities to collect taxes levied for Provincial School Tax, Regional Transit, BC Assessment Authority, the Regional District, and the Municipal Finance Authority. The taxes collected are remitted to the respective taxing authorities on a flow-through basis. Tax remitted in 2019 is significantly higher than prior years due to additional school tax levy collected, and the amount was reduced in 2020 due to decreased assessment value.

RESIDENTIAL PROPERTIES IN DETAIL	2016	2017	2018	2019	2020
Number of folios	16,372	16,380	16,406	16,485	16,580
Percentage of total folios	97.18%	95.71%	97.03%	96.20%	96.24%
Percentage of total assessments	97.45%	97.73%	97.44%	96.81%	96.41%
Percentage of total taxation revenues	92.99%	93.15%	93.10%	93.52%	93.57%

PRINCIPAL CORPORATE TAXPAYERS

Park Royal Shopping Centre Holdings	Shopping Centre	\$ 685,585
Hollyburn Properties Limited	High-rise Buildings	\$ 249,757
Cressey Seaview Development Limited	Multi-Family Residential	\$ 239,245
Marine Drive BT Holdings Limited	Retail/Residential Strata	\$ 223,538
BC Transportation Financing Authority	BC Transportation	\$ 185,355
Austeville Properties Limited	High-rise Building	\$ 177,190
Onni Taylor Way Properties Limited	Multi-Family Residential	\$ 161,704
Wall Financial Corporation	High-rise Building	\$ 148,046
GH West Van Holdings Limited	Fresh Street Market	\$ 146,233
Caufeild Village Shopping Centre	Shopping Centre	\$ 142,141
Handover Properties LTD	Waterfront Apartment Building	\$ 132,693
449691 B.C. Limited	Retail/Residential Strata	\$ 131,217
British Pacific Properties Limited	Undeveloped Upper Lands	\$ 112,381
Pacific Harbour Four Residences LTD	Senior Living	\$ 104,702
Amica West Vancouver Inc	Senior Living	\$ 98,503

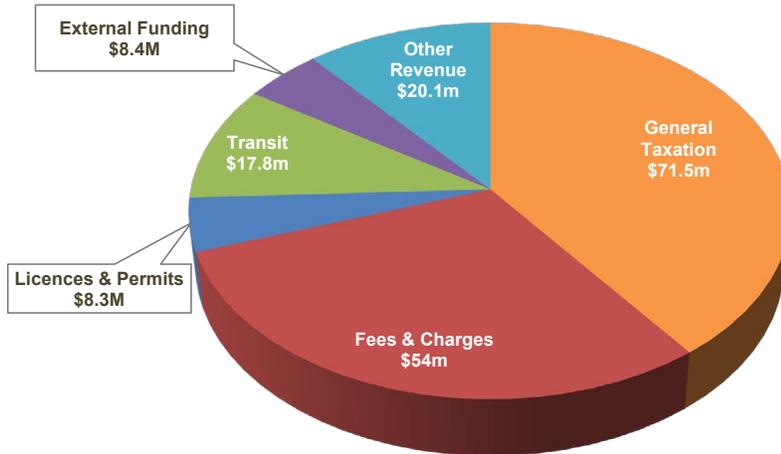
SUPPLEMENTARY INFORMATION

REVENUES

Five-Year Financial & Statistical Review

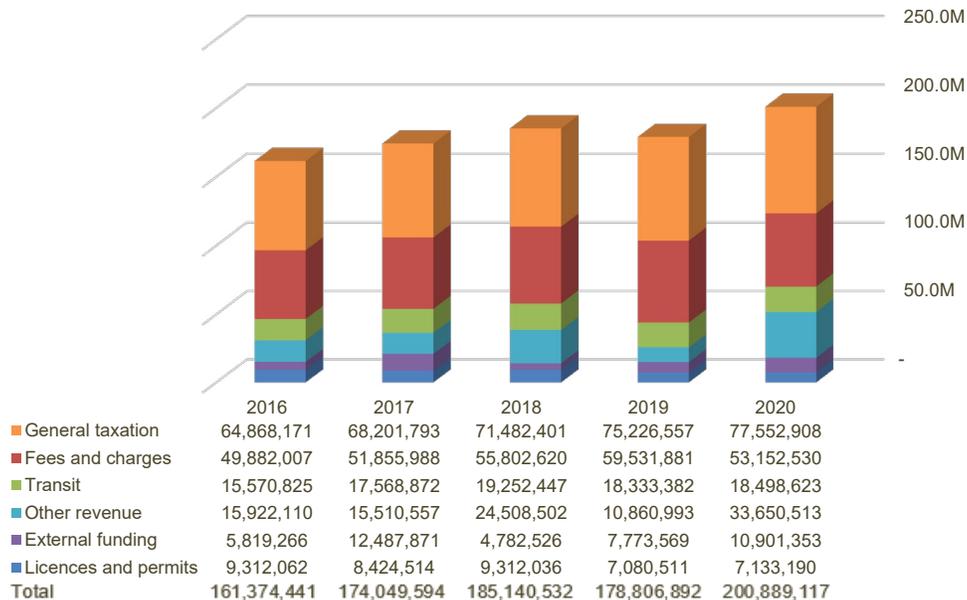
Annual Revenue by Source - Five Year Average

Source: District of West Vancouver, Financial Services



Revenue by Source

Source: District of West Vancouver, Financial Services



General taxation and fees and charges represent 65% of revenue generated to pay for services provided by the District of West Vancouver. Fees and charges revenue is made up of user fees for water, sewer, solid waste, and recreation services. Transit revenue equivalent to expenditures incurred to operate the West Vancouver Blue Bus service is received from the BC Transit Authority. Other revenue includes rentals and leases of real property, government grants, interest earned on investments, and gains on sale of real property.

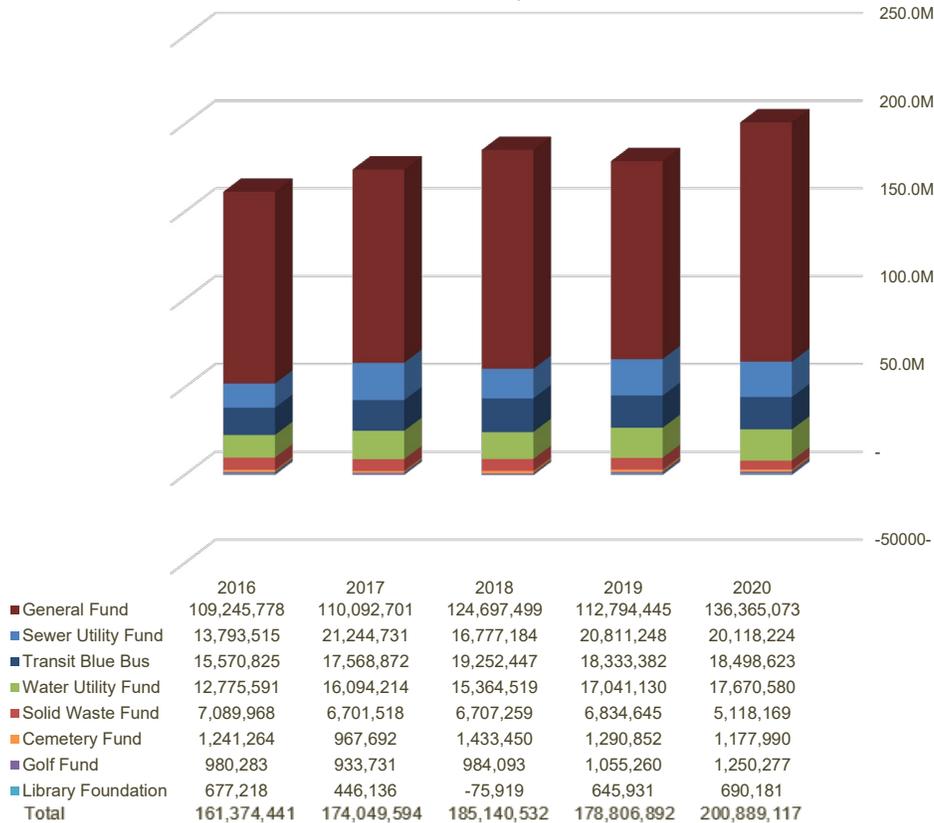
SUPPLEMENTARY INFORMATION

REVENUES *continued*

Five-Year Financial & Statistical Review

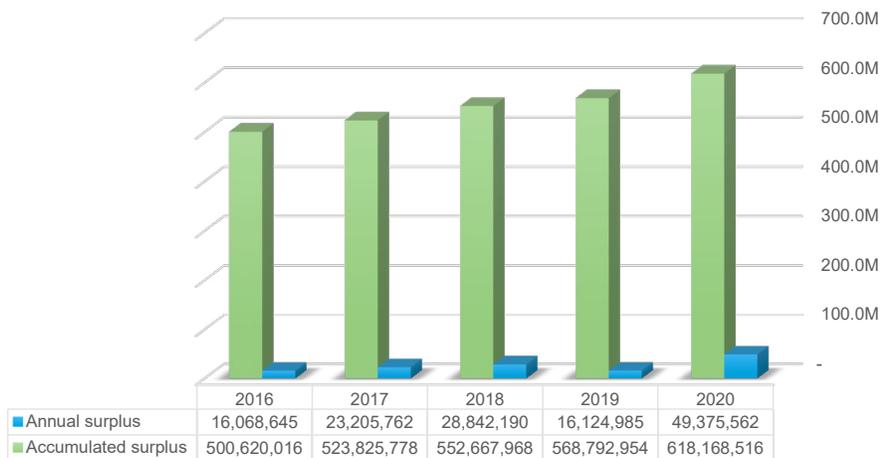
Revenue by Fund

Source: District of West Vancouver, Financial Services



Accumulated & Annual Surplus

Source: District of West Vancouver, Financial Services



Accumulated surplus represents the net recognized economic resources of the organization at the date of the financial statements. This measure shows the net economic position from all year's operations at a point in time. The annual surplus measures whether a municipality has maintained its net assets in a year. Land sales and community amenity contributions increased surplus amounts.

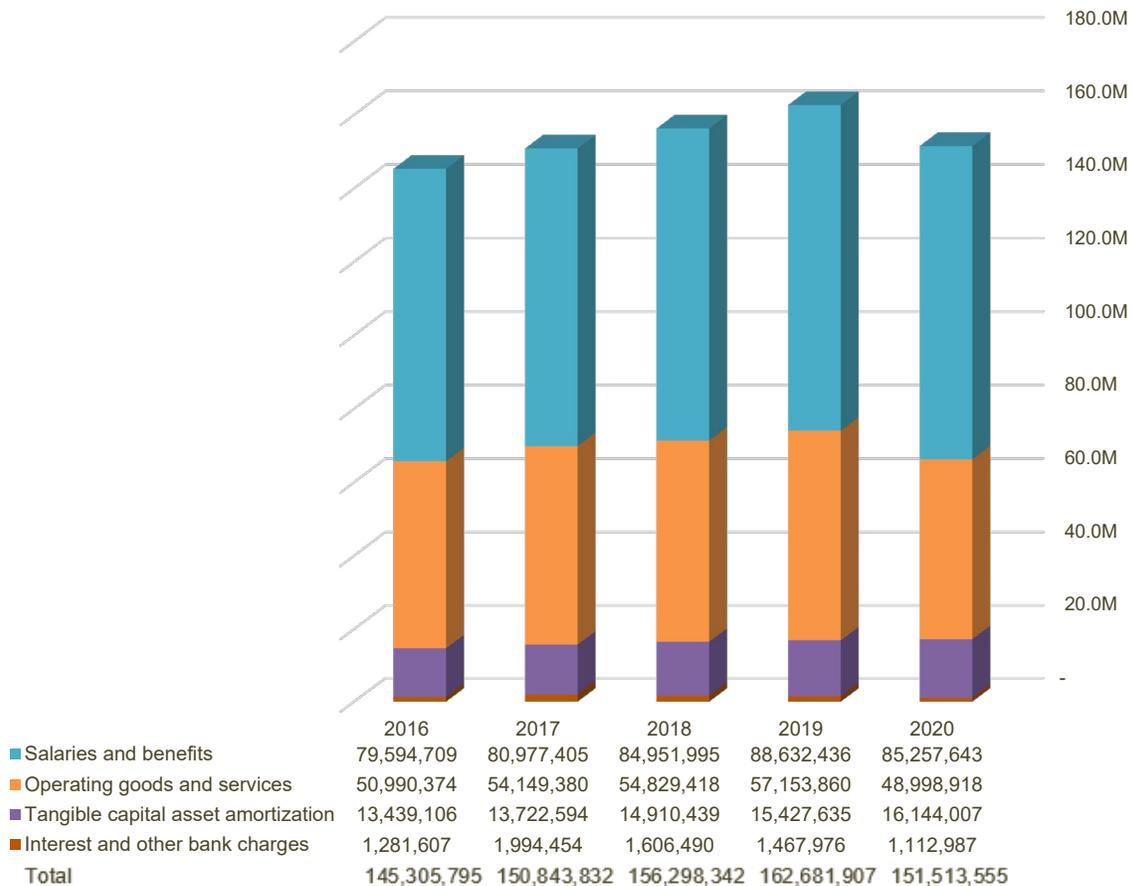
SUPPLEMENTARY INFORMATION

EXPENSES

Five-Year Financial & Statistical Review

Expense by Object

Source: District of West Vancouver, Financial Services



Salaries and benefits represent 56% of total expenditures. Salary costs are largely driven by the level of services provided and collective agreement provisions. The municipality administers separate collective agreements for Fire, Police, and other municipal services. The District has taken on more staff from 2016 to 2019 in order to supply additional programs and services—the cost of these staff was partially offset by increased non-tax revenue. Salary cost decreased by \$3.4 million in 2020 due to layoffs and unfilled vacant positions in response to the COVID-19 pandemic.

The annual increase in wages averaged 2 to 2.5% for the past five years. The largest component of non-salary operational goods and services costs were costs associated with the level of service provided, assets maintenance and disposal, energy costs, and so on. Significant reductions in costs for operating goods and services were achieved through a zero-based review of the budget line item expenditures in line with the response to the pandemic.

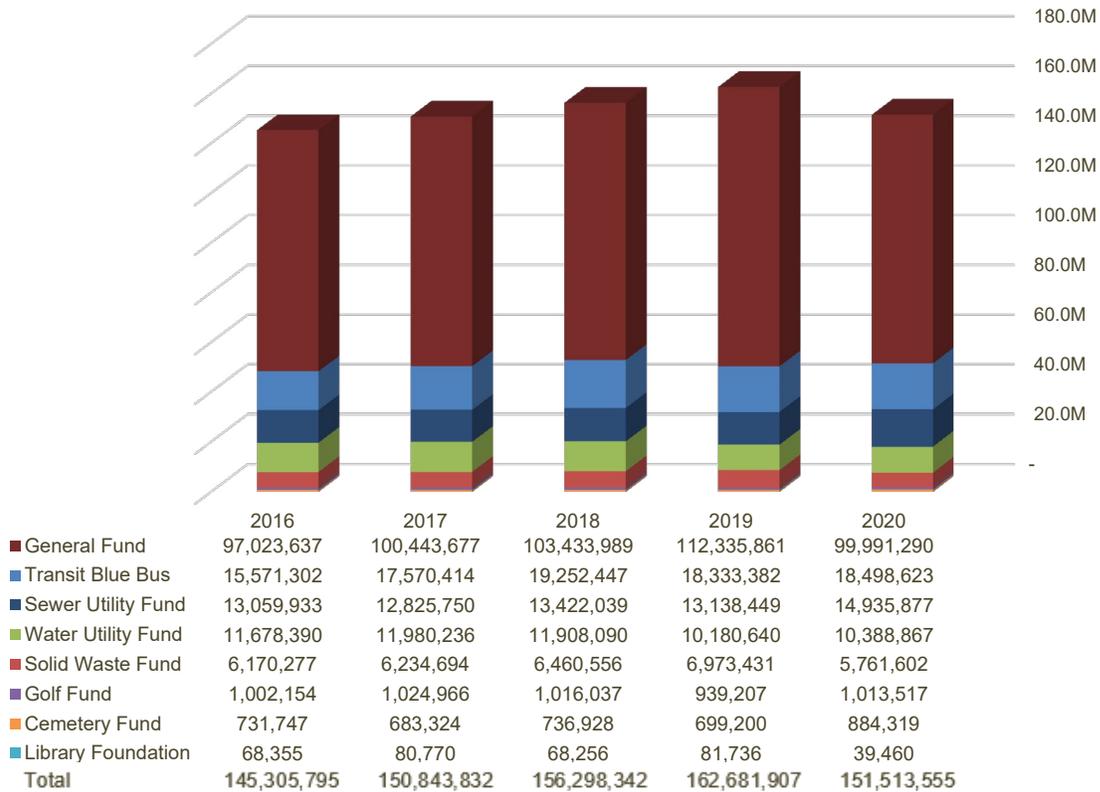
SUPPLEMENTARY INFORMATION

EXPENSES *continued*

Five-Year Financial & Statistical Review

Expense by Fund

Source: District of West Vancouver, Financial Services



The District expense increased from 2016 to 2019, due primarily to hiring additional staff to meet public demand for service in public safety, public works, recreation, and library programs. Increase in fees and charges and other revenue funded almost one-half of this increase; taxation revenue increase funded the balance. In 2020, the District has experienced expense decrease resulted from service interruption and cost saving measures introduced in response to COVID-19 pandemic impact.

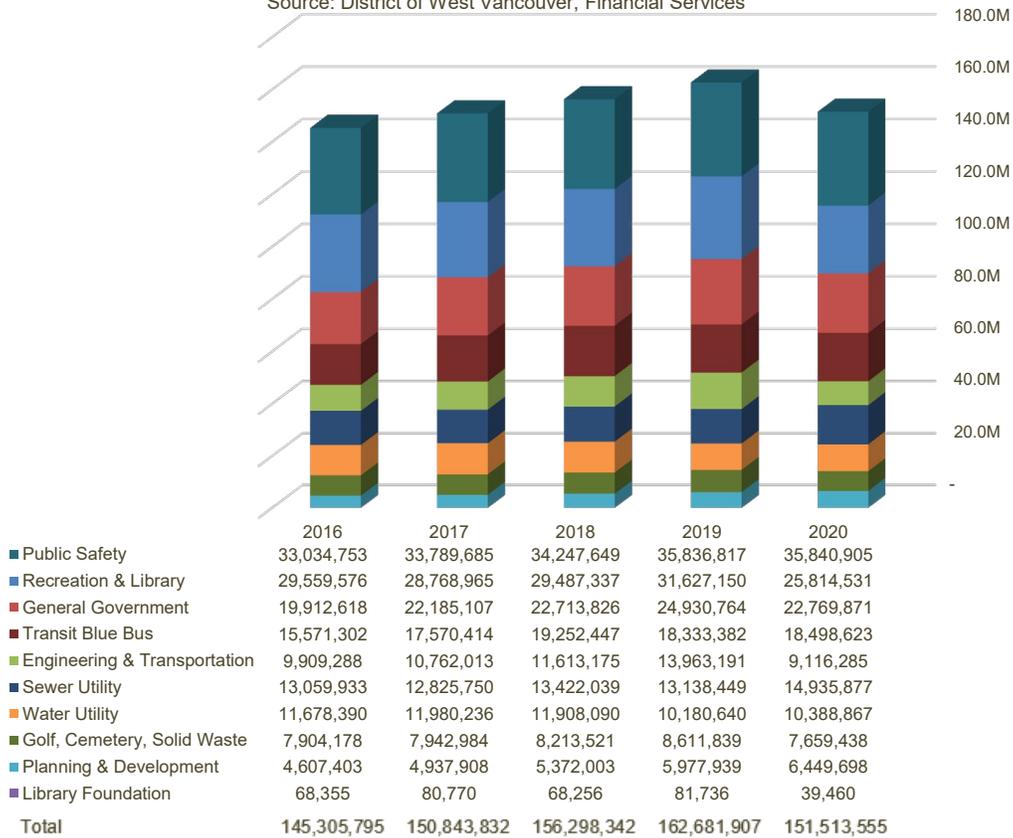
SUPPLEMENTARY INFORMATION

EXPENSES *continued*

Five-Year Financial & Statistical Review

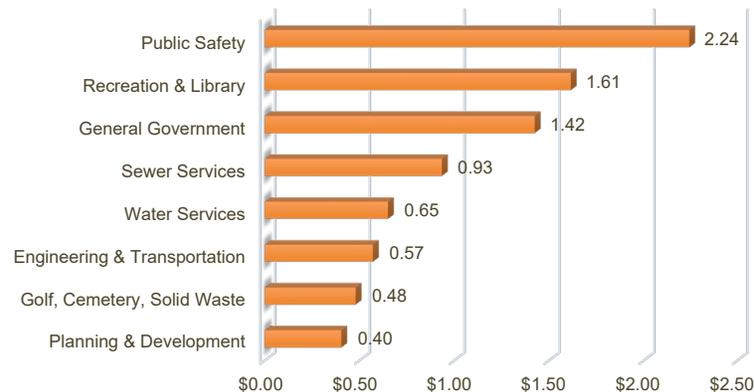
Expense by Function

Source: District of West Vancouver, Financial Services



2020 Cost of Providing Services (per resident, per day)

Source: District of West Vancouver, Financial Services



In 2020, public safety and recreation and library services represented 46% of all expenditures for the District. West Vancouver residents place high value on public safety which includes Police, Fire & Rescue, and Bylaw services. The cost of providing public safety to residents is \$2.24 per-day per-resident. The total cost of all services received by residents on a per-day per-resident basis is \$8.32, a \$0.67 decrease from last year.

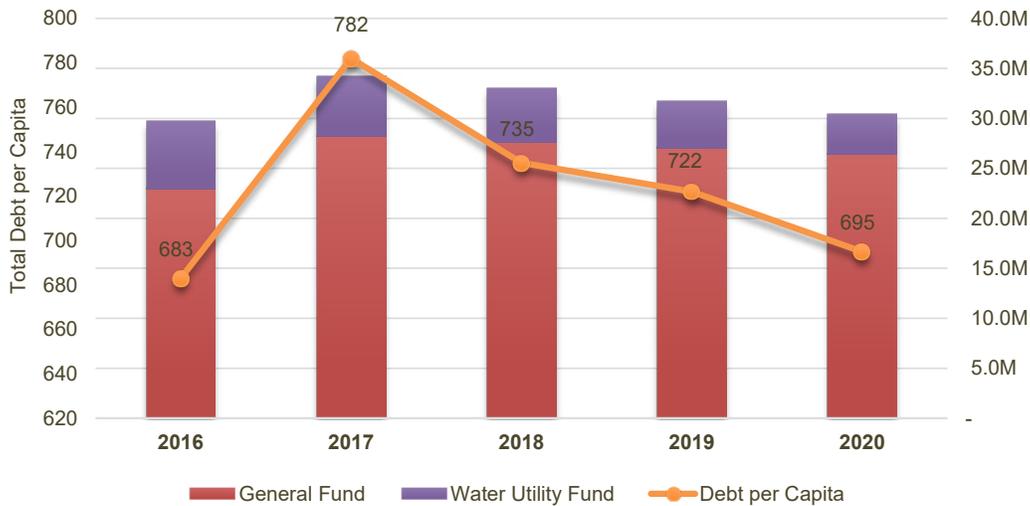
SUPPLEMENTARY INFORMATION

DEBT & DEBT SERVICE

Five-Year Financial & Statistical Review

Total Debt & Debt per Capita

Source: District of West Vancouver, Financial Services



Debt Service Limits

Source: District of West Vancouver, Financial Services



West Vancouver has historically taken a conservative approach to debt, borrowing mainly for revitalization projects in Ambleside and Dundarave, water utility infrastructure improvements, and, more recently, for the Police Services & Municipal Hall building (2017). Debt payments for the Police Services & Municipal Hall building are funded by the Endowment Fund. Debt servicing costs represent annual debt interest and principal payments.

In the chart above, the annual debt service limit represents the maximum amount of debt servicing costs the District of West Vancouver can legally take on, based on annual revenues. The assent free zone represents the amount of debt servicing costs that can be incurred without elector referendum.

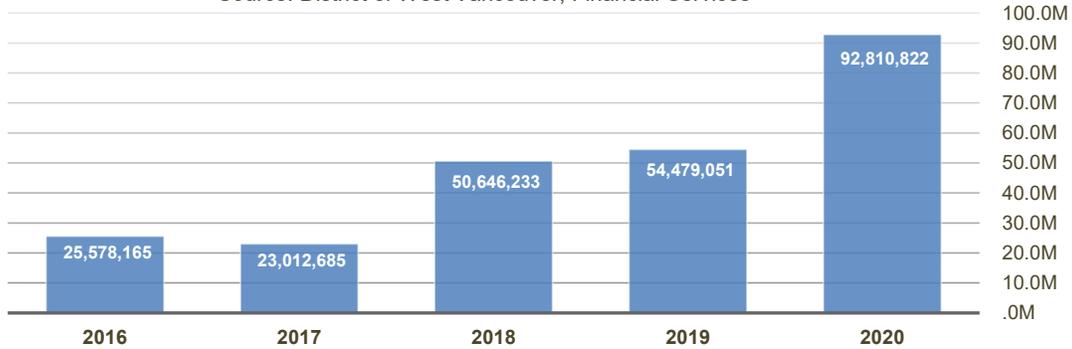
SUPPLEMENTARY INFORMATION

NET ASSETS, SURPLUS, RESERVES & DEVELOPMENT COST CHARGES

Five-Year Financial & Statistical Review

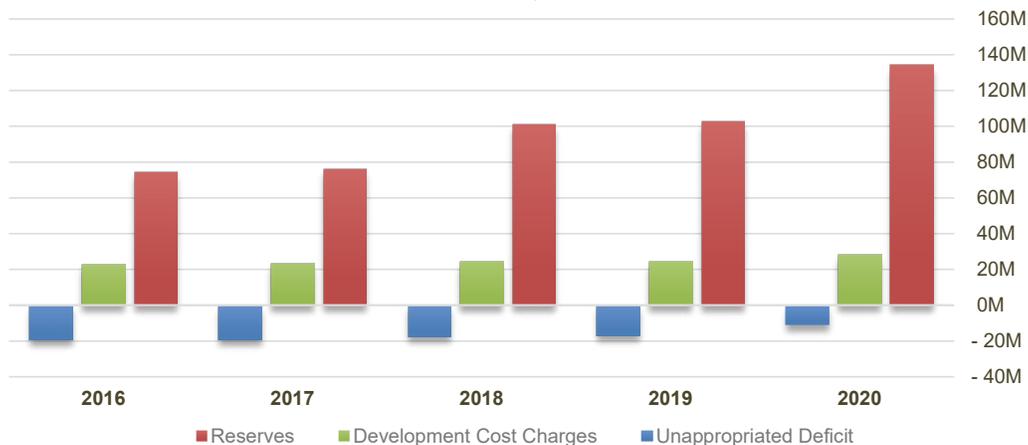
Net Financial Assets

Source: District of West Vancouver, Financial Services



Consolidated Surplus, Reserves and Development Cost Charges

Source: District of West Vancouver, Financial Services



The net financial assets measure is an indicator of the amount of past revenues available to pay for future transactions and events, and is calculated as the value of the District's financial assets less liabilities. The District's net financial asset balance of \$92.8 million at the 2020 year end reflects a \$38.3 million increase over the 2019 year-end balance.

Reserves consist of statutory and non-statutory reserves. At the end of 2020, statutory reserves comprised of:

- Capital Facilities Reserve
- Capital Equipment Reserve
- Capital Infrastructure Reserve
- Endowment Reserve
- Public Arts Reserve Fund
- Sewer & Drainage Reserve Fund
- Water Reserve Fund
- Youth Activity Reserve

Statutory reserve ending balances for 2020 totalled \$66.5 million and represented 49.7% of the total reserves balance of \$134 million. The remaining 50.3% was comprised of community amenity contributions received, various operating and capital reserves (tied to a specific function), and the Cemetery Development Fund. The unappropriated deficit represents internal borrowing undertaken to finance the construction of the West Vancouver Community Centre, Eagle Lake Water Treatment Facility, and the Gleneagles Clubhouse building.

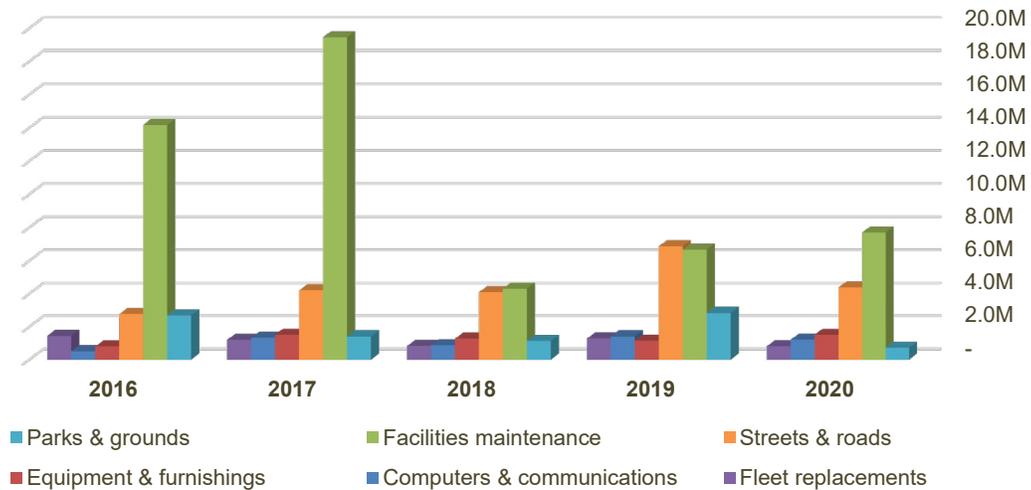
SUPPLEMENTARY INFORMATION

INFRASTRUCTURE & CAPITAL PROGRAMS

Five-Year Financial & Statistical Review

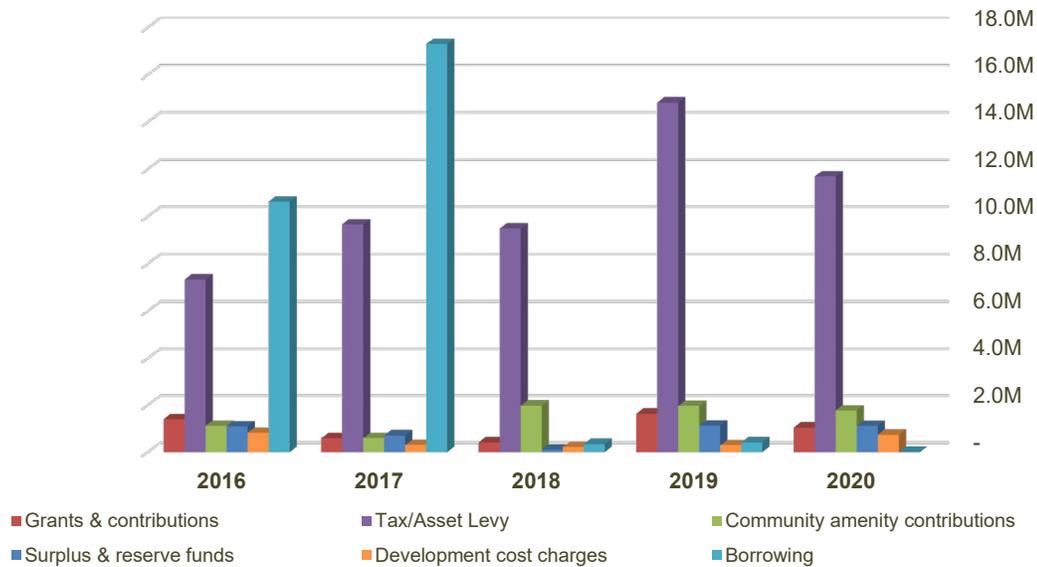
General Fund Capital Expenditures by Program

Source: District of West Vancouver, Financial Services



General Fund Capital Funding Sources

Source: District of West Vancouver, Financial Services



The 2020 capital program expenditures for the General Fund totalled \$16.4 million, a decrease of \$3.8 million from last year, and the majority of projects were funded by the collected Asset Levy. The 2016 and 2017 Facilities Maintenance Program included construction costs for the new Police Services & Municipal Hall building. Expenditures for this project were funded primarily through borrowing.

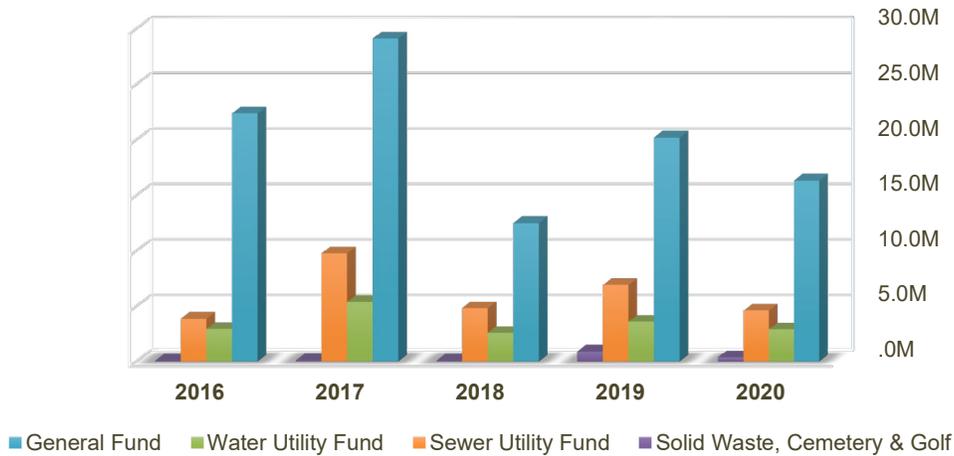
SUPPLEMENTARY INFORMATION

INFRASTRUCTURE & CAPITAL PROGRAMS *continued*

Five-Year Financial & Statistical Review

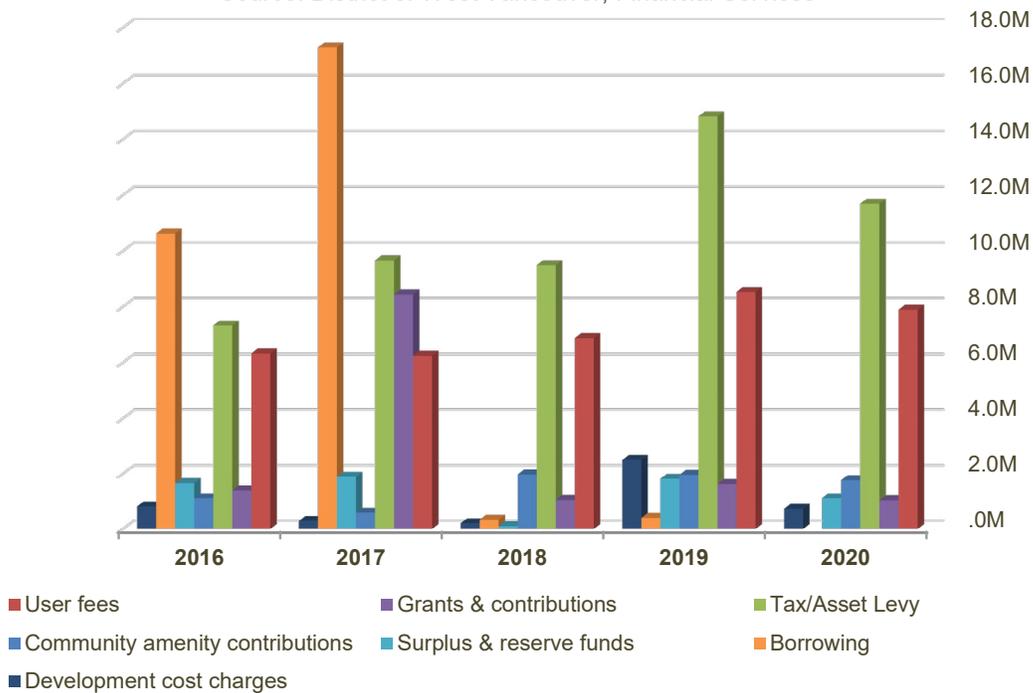
Capital Expenditures by Fund

Source: District of West Vancouver, Financial Services



Capital Funding Sources

Source: District of West Vancouver, Financial Services



Capital expenditures for all funds totalled \$24.2 million in 2020, decreased by \$7.4 million from 2019. In 2020, the addition to the Asset Levy accounts for \$0.75 million of tax revenue. Asset Levy proceeds are transferred into reserves and are used for future asset maintenance and replacement.

SUPPLEMENTARY INFORMATION

GOVERNMENT GRANTS & CAPITAL CONTRIBUTIONS

Five-Year Financial & Statistical Review

Summary of Government Grants		
From	Purpose	Amount
Province of BC	COVID-19 Safe Restart	\$ 5,068,000
Province of BC	Traffic Fine Revenue Sharing Grant	\$ 830,260
Province of BC	Victim Services Grant	\$ 78,259
Province of BC	E-Ticketing Revenue Sharing Grant	\$ 2,194
Province of BC	Housing Program Grant	\$ 30,000
BCAC	Visual Arts Grant	\$ 23,600
UBCM	Federal Gas Tax Sharing	\$ 182,219
Public Library Interlink	Library Program Funding	\$ 48,571
Province of BC	Library Government Grant	\$ 130,250
Others	Various Programs	\$ 2,348
Total		\$ 6,395,701

Summary of Capital Contributions			
From	Purpose	2020	2019
	Sewer System	\$ 378,531	\$ 485,923
	Storm System	\$ -	\$ -
Third Party Developer Contribution	Water System	\$ 318,501	\$ 387,880
	Donated Park/Land	\$ 5,681,048	\$ -
Other Donations	Vehicle Trade In, Third Party Funded Library Books, ICBC and Provincial Road Grants	\$ 463,128	\$ 1,635,819
Total		\$ 6,843,228	\$ 2,509,622

SUPPLEMENTARY INFORMATION

PERMISSIVE TAX EXEMPTIONS

Five-Year Financial & Statistical Review

2021 Permissive Tax Exemptions (2020 Bylaw)

Address/Owner	Lot	Class	Assessed Value	Municipal Taxation	Other Jurisdictions	Total
<u>Kiwanis North Shore Housing Society:</u>						
975 21st Street	Lot A	1-Res	\$19,040,000	\$27,308	\$20,668	\$47,976
959 21st Street	Lot 1	1-Res	\$21,474,000	\$30,799	\$23,311	\$54,109
2151 Gordon Avenue	Lot 2	1-Res	\$9,588,000	\$13,751	\$10,408	\$24,159
<u>Royal Canadian Legion:</u>						
580 18th Street	N/A	8-Rec	\$1,662,600	\$5,469	\$6,075	\$11,544
<u>North Shore Disability Resource Centre</u>						
1590 Gordon Avenue	N/A	1-Res	\$2,613,000	\$3,748	\$2,836	\$6,584
<u>West Vancouver Scouts Hollyburn Cabin #174</u>						
5659 Westhaven Road	N/A	1-Res	\$126,100	\$181	\$137	\$318
<u>Land surrounding places of public worship and necessary ancillary buildings:</u>						
Christ the Redeemer Parish	N/A	8-Non Profit	\$1,121,000	\$4,070	\$2,865	\$6,935
595 Keith Road						
First Church of Christ, Scientist	N/A	8-Non Profit	\$779,000	\$2,828	\$1,991	\$4,819
714 20th Street						
North Shore Jewish Congregation	N/A	8-Non Profit	\$1,048,000	\$3,805	\$2,678	\$6,483
1305 Taylor Way						
North Shore Unitarian Church	N/A	8-Non Profit	\$2,435,000	\$8,841	\$6,222	\$15,063
370 Mathers Avenue						
Parish of St. Christopher's	N/A	8-Non Profit	\$2,345,000	\$8,514	\$5,992	\$14,507
1068 Inglewood Avenue						
1080 11th Street			\$2,309,000	\$8,384	\$5,900	\$14,284
Parish of St. Stephens	N/A	8-Non Profit	\$1,321,000	\$4,796	\$3,376	\$8,172
885 22nd Street						
Park Royal Congregation of Jehovah's Witnesses	N/A	8-Non Profit	\$2,279,000	\$8,275	\$5,824	\$14,098
1335 3rd Street						
St. Anthony's Church	N/A	8-Non Profit	\$4,599,000	\$16,699	\$11,752	\$28,451
2347 Inglewood Avenue						
St. David's United Church	N/A	8-Non Profit	\$2,092,000	\$7,596	\$5,346	\$12,942
1525 Taylor Way						
St. Francis-in-the-Wood Anglican Church	N/A	8-Non Profit	\$2,051,000	\$7,447	\$5,241	\$12,688
4773 South Picadilly Road						
West Vancouver Baptist Church	N/A	8-Non Profit	\$3,917,000	\$14,222	\$10,009	\$24,231
450 Mathers Avenue						
West Vancouver Presbyterian Church	N/A	8-Non Profit	\$1,728,000	\$6,274	\$4,416	\$10,690
2893 Marine Drive						
West Vancouver United Church	N/A	8-Non Profit	\$5,298,000	\$19,237	\$13,538	\$32,775
2062 Esquimalt Avenue						
				\$202,245	\$148,584	\$350,829

The Community Charter makes provisions for exempting, at Council's discretion, certain categories of property from taxation. In West Vancouver, such exemptions have been tightly controlled in order to constrain erosion of the assessment base. Current practice only allows for exemptions for senior citizen housing projects built with provincial assistance that do not fall within the exemption provisions of section 224(2)(h) of the Community Charter, for the Royal Canadian Legion, for land surrounding buildings for public worship and other necessary ancillary buildings, and for the supportive housing facility operated by the North Shore Disability Resource Centre.

SUPPLEMENTARY INFORMATION

GRANT PAYMENTS TO COMMUNITIES & ORGANIZATIONS

Five-Year Financial & Statistical Review

Summary of Grant Payments			
Air Cadets of Canada	500	North Shore Multicultural Society	\$ 10,500
Athletics for Kids Financial Assistance Society	1,750	North Shore Music Academy Society	\$ 300
Avalon Recovery Society	10,000	North Shore Neighbourhood House	\$ 12,000
BC Pets and Friends	1,500	North Shore Polish Association	\$ 500
Big Sisters of BC	2,000	North Shore Restorative Justice Society	\$ 18,000
Canadian Mental Health Association	8,000	North Shore Stroke Recovery Centre	\$ 5,000
Canadian Red Cross Society	2,000	North Shore Volunteers for Seniors	\$ 1,200
Capilano Community Services Society	3,000	North Shore Women's Centre Society	\$ 8,000
Change the World Foundation	5,000	North Vancouver Community Arts	\$ 5,500
Chor Leoni Men's Choir	2,500	North Shore Disability Resource Centre	\$ 4,500
Crisis Intervention & Suicide Prevention Society	5,000	Pacific Spirit Choir Society	\$ 2,000
Deep Cove Chamber Soloists Society	1,000	Pandora's Vox Vocal Ensemble Society	\$ 2,500
DNV - Advisory Committee on Disability Issues	1,068	Pathways Serious Mental Illness Society	\$ 7,500
Family Services of the North Shore	28,000	PLEA Community Services	\$ 1,500
Friend 2 Friend Social Learning Society	1,000	Presentation House Theatre	\$ 3,000
Gleneagles Scottish Country Dance Club	500	Properties Family Hub Society	\$ 2,000
Hollyburn Family Services Society	25,000	Sharing Abundance Association	\$ 6,500
Laudate Singers Society	1,500	SPCA, BC - Vancouver Regional	\$ 148,137
Lionsgate Sinfonia	2,500	Special Olympics British Columbia	\$ 1,000
Lionsview Seniors Planning Society	5,500	Spinal Cord Injury BC	\$ 1,200
Lookout Housing and Health Society	10,000	Vancouver Chamber Music Society	\$ 1,650
Metro Vancouver Crime Stoppers	5,500	Volunteer Cancer Drivers Society	\$ 1,000
North Shore Celtic Ensemble	4,250	West Vancouver Community Arts	\$ 25,000
North Shore Community Resource Society	15,000	West Vancouver Historical Society	\$ 1,000
North Shore ConneXions Society	4,000	West Vancouver Little Theatre	\$ 1,900
North Shore Crisis Services Society	10,000	West Vancouver Marine Rescue Society	\$ 5,000
North Shore Keep Well Society	1,500	West Vancouver Youth Band	\$ 10,000
North Shore Light Opera Society	2,000	WV Fire Service Museum & Archive Society	\$ 2,500
North Shore Meals On Wheels	3,000		
Total Payments of Grants or Contributions		\$	451,455

CORPORATE SUSTAINABILITY INDICATORS

2020 SUMMARY

Five-Year Financial and Statistical Review

Council adopted the Corporate Energy & Emissions Plan in 2016. Reporting on key elements helps track progress and support actions to improve sustainability.

The environmental impacts from the District of West Vancouver's operations are, in large part, related to the operation of buildings, infrastructure, vehicles and equipment.

OPERATIONAL CONSUMPTION	2020	2019
total vehicle and equipment fuel use		
diesel (L)	208,712	184,249
gasoline (L)	345,463	355,759
<hr/>		
total natural gas for building operations (GJ)	27,310	32,459
total electricity use for buildings and infrastructure (kWh)	10,113,682	11,806,190

REPORTED GREENHOUSE GASES

As part of the requirements for the provincial *Climate Action Charter*, the District reports on corporate greenhouse gas emissions (GHGs) annually. By definition, the scope of this reporting only includes services traditionally provided by a municipality, though these include the majority of emissions from the District's operations.

REPORTED GREENHOUSE GASES (tCO₂e EMITTED)	2020	2019
direct fuel combustion (tCO ₂ e)	1,300	1,542
mobile energy use (tCO ₂ e)	1,481	1,544
other (tCO ₂ e)	402	126
total tCO₂e	3,183	3,212

SUMMARY OF 2020 ACTIONS RELATED TO BLUE DOT CAMPAIGN COMMITMENTS

In 2015, the District of West Vancouver signed onto the Blue Dot Campaign, a declaration recognizing the right to a healthy environment. This campaign was initiated by the David Suzuki Foundation with the ultimate goal of entrenching basic environmental rights in the Canadian constitution. To date, 174 Canadian municipalities have joined the campaign.

The key aspects identified in the Blue Dot Campaign are:

1. the right to breathe clean air
2. the right to drink clean water
3. the right to consume safe food
4. the right to access nature
5. the right to know about pollutants and contaminants released into the environment
6. the right to participate in decision making that will affect the environment

The District has and continues to participate and/or support efforts that relate to these areas either directly or through membership in the Metro Vancouver Region. A high-level summary of efforts by the District is summarized below.

1. THE RIGHT TO BREATHE CLEAN AIR

Metro Vancouver's Air Quality and Climate Change group measures air quality continuously using a network of air quality monitoring stations. When conditions warrant, air quality advisories are issued. An overall approach to air quality exists in the Integrated Air Quality and Greenhouse Gas Management Plan developed in October 2011.

- the Tree Bylaw (amendment adopted by Council in November 2020) limits the removal of large trees on private land, and requires replacement for protected and hazardous trees that are removed. District staff are establishing a tree canopy baseline and Urban Forest Management Plan to assess the bylaws efficacy in maintaining tree canopy cover in the District
- the District's Strategic Transportation Plan supports shifting transportation from single occupant driving to lower carbon and less polluting modes of travel
- the District's Community Energy and Emissions Plan includes monitoring and reporting

2. THE RIGHT TO DRINK CLEAN WATER

All of the District's drinking water originates from the North Shore's mountains with almost 50% supplied by two drinking water treatment plants in West Vancouver and the balance supplied by Metro Vancouver. Specific measures related to providing clean drinking water are:

- domestic water is treated as per requirements in the provincial government's Drinking Water Protection Act
- conservation measures undertaken by the District help conserve the drinking water supply

3. THE RIGHT TO CONSUME SAFE FOOD

While food safety does not fall under the jurisdiction of municipal governments, the District participates in:

- North Shore Community Food Charter (2013), which outlines a vision and principles around an integrated food system for the North Shore
- Healthy Communities Partnership/Memorandum of Understanding with Vancouver Coastal Health (2015), which supports healthy built environments, including local food systems
- North Shore Table Matters Network, a group of organizations working together to connect grassroots action to policy work and organizational change. This group prepared the North Shore Community Food Charter, and encourage and support local farming by providing space for farmers' markets and food preservation workshops.

4. THE RIGHT TO ACCESS NATURE

West Vancouver has 140 parks distributed throughout the municipality and supports the enhancement of natural spaces through the following:

- the Parks Master Plan was developed in 2012 with input from the community and sets the direction for the management, protection, and enhancement of West Vancouver's parks and open spaces
- in 2014, a significant amount of forest land was dedicated to create Whyte Lake Park
- the Access and Inclusion Policy (2009) speaks to implementing, maintaining, and enhancing accessibility on District property
- the Upper Lands Working Group produced a report with core values that included enhancing recreation opportunities and the lifestyle and heritage associated with outdoor living
- Council adopted the Plan for Trails on Public Land (2018), which provides guidance for decisions about trails in West Vancouver and a framework for moving forward on several trails-related topics that were identified by the community

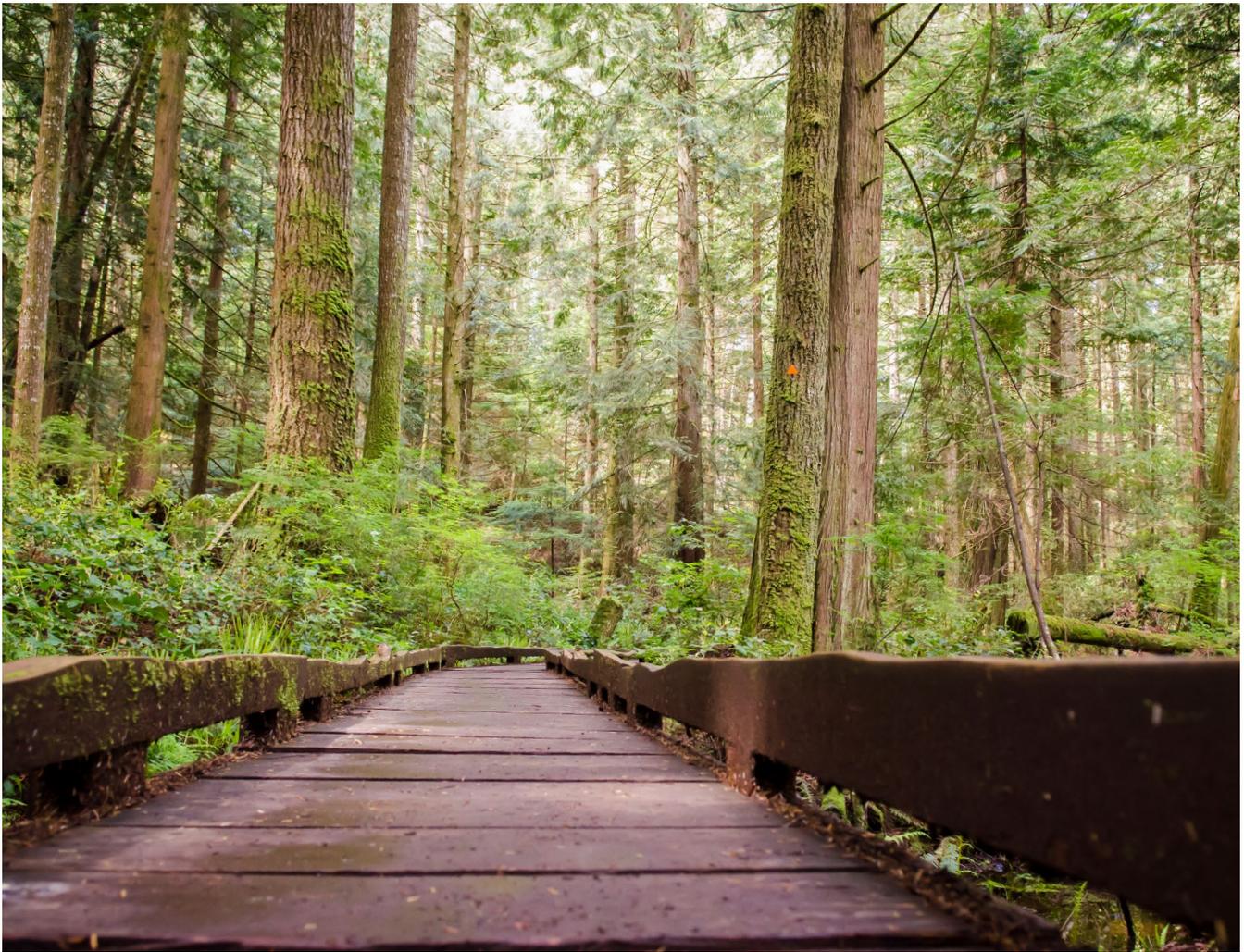
5. THE RIGHT TO KNOW ABOUT POLLUTANTS AND CONTAMINANTS RELEASED INTO THE ENVIRONMENT

- The District's Pesticide Use Control Bylaw, restricts the use of pesticides for cosmetic purposes. This bylaw was adopted in 2004 and updated in 2015 and 2018.
- the District's current and long-standing practice is not to use pesticides for cosmetic purposes on sports fields, lawns, flowerbeds, or street trees
- The Gleneagles Golf Course and Ambleside Par 3 Golf Course use pesticides only when necessary and on a limited basis to control fungal disease on greens and tees. The golf courses continue to implement integrated pest management practices to limit pesticide use. The District of West Vancouver's Gleneagles Golf Course has been given Audubon International's designation as a Certified Audubon Cooperative Sanctuary. Only 14 golf courses in British Columbia have the designation, which requires a golf course to demonstrate that it maintains high environmental standards in environmental planning, wildlife and habitat management, reduced use of chemicals, water conservation, and more.
- Invasive plant and noxious weed management follows an integrated pest management approach, where pesticides are used only when other control methods are ineffective or are not feasible. To date, the only invasive plants that are chemically treated in the District on public land are knotweed and giant hogweed. West Vancouver requires pesticide applicator contractors to install a treatment notification sign at management sites in advance of, and following treatment taking place.
- the Watercourse Protection Bylaw speaks to remedies if a prohibited substance enters a watercourse
- water management plans are currently being developed for parks and sports fields

6. THE RIGHT TO PARTICIPATE IN DECISION MAKING THAT WILL AFFECT THE ENVIRONMENT

The District undertakes consultation with its residents and often engages local stewardship groups to gain input on developing and implementing environmental plans.

- current stewardship groups include Lighthouse Park Preservation Society, West Vancouver Streamkeeper Society, and Old Growth Conservancy Society, as well as a variety of smaller groups and interests that the District works with to enhance and protect the environment
- the 2018 Official Community Plan involved extensive community engagement and has significant environmental implications
- the Local Government Act, which governs BC municipalities, advises local governments to conduct business transparently and consult with the community on Official Community Plans
- the District's Community Energy and Emissions Plan includes monitoring, reporting, and various engagement and outreach initiatives
- residents are provided with an opportunity to guide and participate in waste management practices to the highest standard at facilities, in parks, and at events



WEST VANCOUVER'S NATURAL ASSETS

WHAT ARE NATURAL ASSETS?

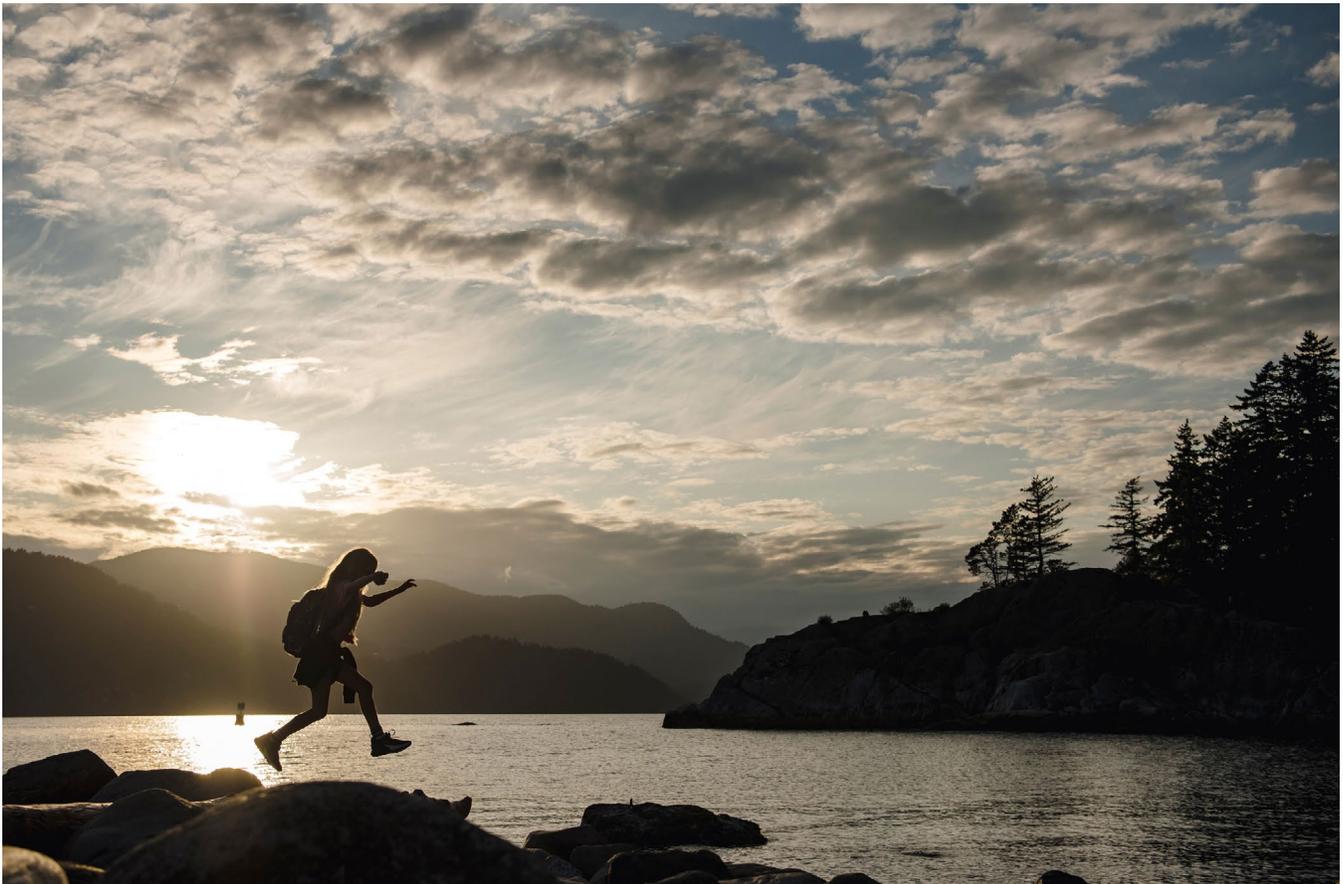
Our forests, waterways, foreshore and parks make West Vancouver a great place to live. They also provide valuable services for our community. Creeks, for example, collect and carry stormwater, and forests clean the air and keep us cool. Beaches buffer the coast, protecting properties and infrastructure located inland, while beautiful parks give our community its special character.

Nature provides all these services and more, seemingly for free. This can lead people to take them for granted, to undervalue or neglect them. However, if we maintain natural assets with as much care as we do other assets, like pipes, roads and buildings, they can serve us well forever.

The District of West Vancouver is one of the first Canadian municipalities to estimate the value of our natural assets in terms of the services they provide annually and into the future. This is a first step toward integrating natural assets into the District's financial and asset management plans.

PROTECTING OUR ECOSYSTEMS

While we will never stop appreciating nature for its own sake, we can also start to see our ecosystems as the source of valuable services to our community. Many of the benefits that our ecosystems provide would be very expensive or impossible to replicate. As we develop our community, it's important to disrupt the natural functioning of our ecosystems as little as possible. This doesn't mean that we can never interfere with nature, but we must do it wisely and sensitively.



HOW MUCH ARE OUR NATURAL ASSETS WORTH?

We have estimated the value of our natural assets based on the important, and sometimes irreplaceable, services that nature provides to West Vancouver. The range in estimated values represents the diversity of studies that are used.

- forests: \$653 million to \$1.8 billion
- waterways: \$88 million to \$574 million
- foreshore: \$549 million
- parks: \$16 million
- carbon storage: \$228 million

Our forests, waterways, foreshore and parks provide services worth as much as \$3.2 billion

NEXT STEPS

Now that we have an initial inventory of West Vancouver's natural assets, there is more work to do:

- develop additional information on the condition of our natural assets
- regularly monitor our natural assets and determine maintenance requirements
- incorporate natural assets into our financial reports
- consider our natural assets when making decisions that could impact them

MORE INFORMATION

To learn more about our natural assets, please visit westvancouver.ca/naturalassets.



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