

2019 Annual Report



visitgibsons.ca

The background image is a scenic view of a coastal town. In the foreground, there's a blue body of water with several small boats and a larger ferry in the distance. The middle ground shows a lush green hillside with houses and trees. The background features a large body of water and distant mountains under a clear sky.

OUR VISION

Gibsons will continue to be a welcoming, sustainable community that offers residents and visitors an outstanding quality of life in a natural environment.

We will ensure this beautiful town retains its seaside village character for the enjoyment of all and we will nurture our unique cultural heritage and natural assets while supporting opportunities for the local economy.

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GIBSONS AT A GLANCE



4,943* population

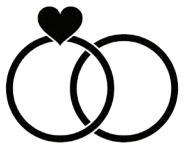
**as estimated by BC Stats*



54.8 years¹
Median Age

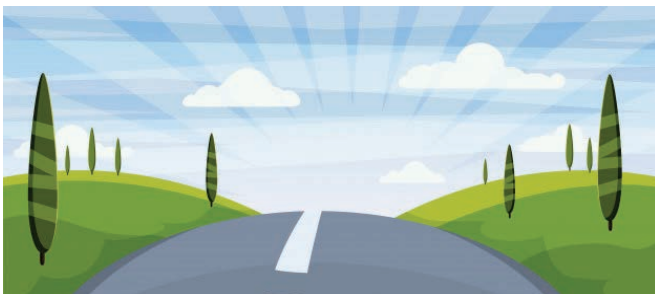


\$57,370¹
Median Household Income



43.5%¹
of residents are married

1 - According to Statistics Canada 2016 Census



32km paved roads
2km gravel lanes
16km sidewalks

Total land area:
4.29 km²



1,048mm
Average yearly rainfall



28
Parks and Civic Properties



8.25 hectares
of parkland
per 1,000 residents

1886: George Gibsons and his sons land in Gibsons Harbour

1929: "Gibsons Landing" incorporated

1947: name changed to "Gibsons" at the request of citizens

2019 BY THE NUMBERS

73 Council & Committee Meetings
350 Resolutions of Council



ICBC: 14,198
Customer Transactions



84 new business licences issued
485 business licences renewed



1,535
Homeowner Grants Processed



4,485
Utility Bills Issued



67 development applications received, up by **22%** over 2018

63 building permits issued, with a total value of **\$16.2** million

Gibsons & District Volunteer Fire Department



296 calls for service =
2,795 person hours

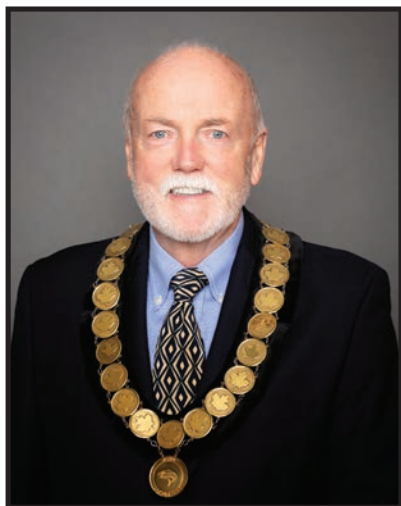


351
DOG TAGS ISSUED



24
Community Events

MAYOR'S MESSAGE



2019 was a year of transition and change. It was an opportunity for our new Council to begin to put our own ideas into motion while completing many projects initiated by the previous Mayor and Council.

In the spring, plans to build a 40-unit Supportive Housing development on School Road were announced. Spearheaded by BC Housing, this project was jointly supported by the federal government, the Province of BC and the Town of Gibsons. It was finally approved in November 2019 for construction in 2020, after a difficult public hearing.

During the same period, Council appointed two Elphinstone High School students, Sasha Stipek and Jason Lewis, as our first youth Councillors. The Students On Council program was acknowledged by Lt. Governor Janet Austin who visited Gibsons in May and met with Youth Councillor Jason Lewis, members of Council and invited guests from the community.

During 2019, Council also produced a new Strategic Plan, which reflects our key goals and priorities for the community during the 2019 -2022 term. The plan will help to guide our decision-making over the next few years and centres on six core objectives:

- **Increase Community Engagement**
- **Manage our Assets**
- **Plan for Sustainable Growth**
- **Advocate for and Facilitate a Range of Housing Types**
- **Respond to Changing Climate**
- **Advocate and Collaborate on Regional Issues**

Regional planning and cooperation with other local governments on the Sunshine Coast are priorities for Council. In 2019, I, as Mayor, sat on the Regional Board and was chair of the Regional Planning Committee. In December, I stepped down from this position was replaced by Councillor Croal.

Also in 2019, Council established a new Planning and Development Committee (PDC), chaired by Councillor Ladwig. This Committee replaced the Advisory Planning Committee and, in addition to members of Council, includes two volunteer community members, Scott Keck and Clifford Sutton. The PDC provides community perspective to the planning and approval process, reviewing and making recommendations with respect to a broad range of policies and decisions, such as zoning amendments, OCP amendments, Development Permit applications for form and character, and Temporary Use Permit applications.

A policing study was initiated and completed in 2019 by a Select Committee chaired by Councillor Lumley and three community members, Ed Hill, Brad Zalus and Derek Stanfield. Our Corporate Officer, Lindsey Grist, provided staff support. This Committee was asked to identify the impacts on policing in our community, including costs, when our population exceeds 5,000 people. The report, *'Police Services Select Committee Final Report'* was received by Council in December and may be viewed online at gibsons.ca/police-services-select-committee.

Our Council also worked with the Affordable Housing Society throughout 2019 to further progress on projects in the community. Projects on Franklin Road and Shaw Road moved from planning to reality and we anticipate that, when completed, these two projects will provide over 70 new rental housing units in Gibsons.

As we closed 2019, we looked forward optimistically to opportunities and plans that would be implemented in 2020. However, regardless of the progress made in the year past, nothing could prepare us for the challenges of a new year and the lurking COVID-19.

I will report on that in full next year. In the meantime, we have provided a report from the CAO on the Town's early responses to the global pandemic on pages 10 - 13.



Bill Beamish
Mayor, Town of Gibsons
June 30, 2020

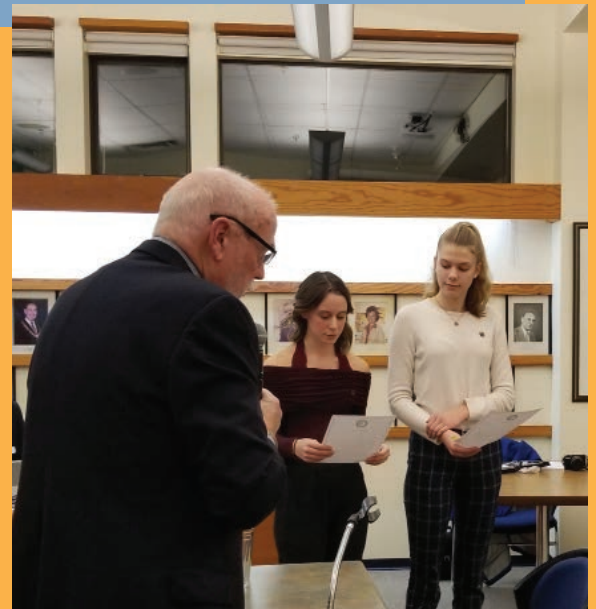
An elected Council comprised of a Mayor and four Councillors governs the Town of Gibsons. Council members are elected for four-year terms to represent the Town at large. The *Community Charter* gives Council the authority to set budgets, levy taxes, and establish policies to guide the growth, development and operation of the community for the benefit and protection of its citizens.



Councillors (left to right) Annemarie De Andrade, Stafford Lumley, Mayor Bill Beamish, Aleria Ladwig and David Croal.

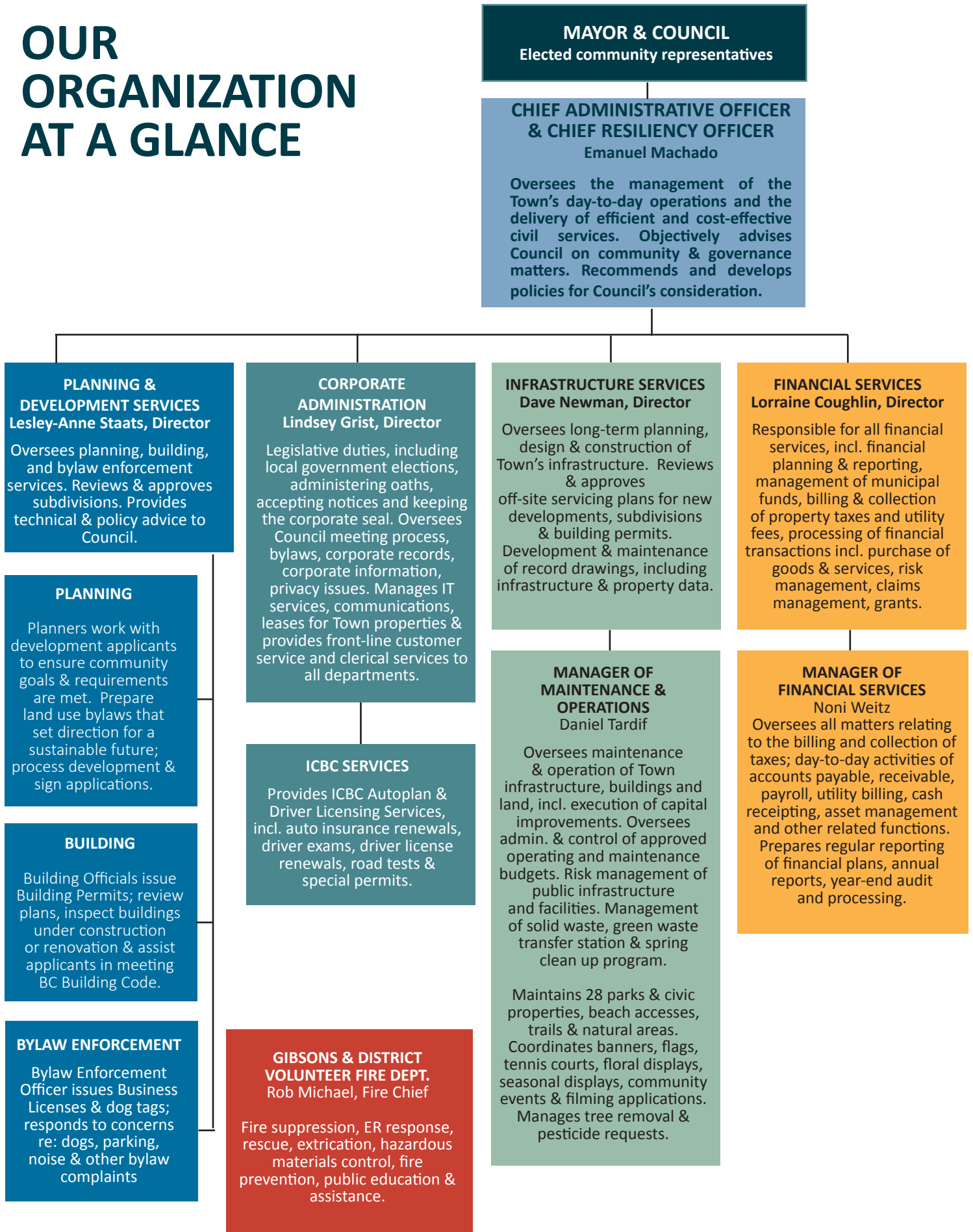


In February 2019, Sacha Stipeć and Jason Lewis became the Town of Gibsons' first Youth Councillors. This program was supported by the Gibsons Rotary Club, School District 46 and the community at large, and was developed as a way to provide an opportunity to include and involve students on Council.



The Youth on Council program continued in Fall 2019, when two new students - Eilis Mackenzie and Gravity Guignard - were appointed for the 2019-20 school term.

OUR ORGANIZATION AT A GLANCE



MESSAGE FROM THE CAO



On behalf of the Town's staff, I am pleased to present the Town of Gibsons' Annual Report for 2019.

Last year began with workshops and training sessions to orient and welcome our new Mayor and Council, as they embarked on their four-year term.

One of Council's first projects was the development of the 2019-2022 Strategic Plan. It will help to guide Council's decision-making, as Gibsons continues to grow and prosper, and identifies six core themes: Community Engagement, Asset Management, Sustainable Growth, Affordable Housing, Climate Change and Regional Collaboration. You can read more about the Strategic Plan and see the progress made over the past year against key community objectives on page 29.

In February 2019, the Town of Gibsons was recognized at the Small Business BC Awards Gala, when it won the "Open for Business" category. The award celebrates communities that have created a business-friendly environment which allows small businesses to

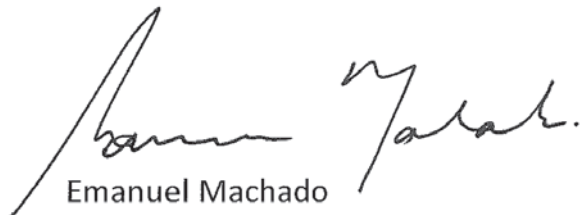
flourish. Our current and past Councils have worked hard to do exactly that, through well-developed application processes, excellent community amenities and progressive civic policies. As a result, Gibsons continued to thrive in 2019, with 84 new businesses opening up in the Town during the year.

As the Sunshine Coast attracts more people, the issue of water becomes increasingly critical. How will we ensure there is enough water to meet our needs and, equally importantly, how will we protect our water resources? As water-related decision-making responsibilities are held by Indigenous, federal, provincial and local governments, it is clear that water cannot be managed in isolation. That's why the Town of Gibsons continued to actively advocate for an integrated regional approach to water in 2019, co-hosting two community "Water Dialogue" sessions in June and delivering a report entitled *"Options for Pursuing A Regional Approach to Watershed Management and Governance"* to the Sunshine Coast Regional District (SCRD) in October.

Additionally, the Town advanced our own water strategy in 2019, by laying the foundation to extend water service from the Gibsons Aquifer to Zone 3 residents. This will allow the Town to reduce its water purchases from the SCRD by 95% to 98%, and increase the water available to other users on the Coast. Our next step is to complete a comprehensive analysis and inventory of our community's entire watershed, including forests, drainage networks, aquifer and foreshore areas.

In closing, I would like to take this opportunity to thank every member of our staff, who take great pride in their work. Your constant dedication to a job well done is more than appreciated.

Sincerely,



Emanuel Machado
Chief Administrative Officer
Town of Gibsons

DO YOUR PART, STAY APART

How to stay at home and practice physical distancing?

Physical distancing is proven to be one of the most effective ways to reduce the spread of illness during an outbreak. Here are some tips you should follow:



If you're sick,
stay home.



Stay two metres
away from others.



Do not gather in
groups to socialize.



Work from home
if you can.



Play games with others
online and through apps.



Have virtual hangouts
with friends and family.

How to support seniors, neighbours and family while keeping your distance?



Check-in regularly, especially
if they are seniors, even to say
hello while maintaining distance.



Not close with your neighbour?
Leave them a note with your
phone number.



Offer to pick up some
extra groceries.



Go for a (well-spaced) walk around
a quiet neighbourhood with family
or those in your household.



To learn more visit www.vch.ca/COVID19
and follow @vchhealthcare on social.

Vancouver
CoastalHealth

The Town of Gibsons has adhered to, and shared, health guidance provided by Dr. Bonnie Henry, Vancouver Coastal Health and trusted sources such as the BC Centre for Disease Control during the pandemic.

CAO's Update: Resiliency Planning During A Pandemic

In Gibsons, our response to the COVID-19 emergency has been, primarily, through a climate resiliency lens.

The Town of Gibsons recently applied a resiliency framework that works as a dashboard to identify, prioritize and budget projects and initiatives to increase Gibsons' resiliency to climate change impacts, including global events, which are expected to become more common.

In our resiliency framework, Emergency Planning is identified as an area of focus and includes recommendations to update programs to support neighbourhood preparedness to deal with natural or human-induced disasters.

We had barely identified that as an action, and here we are dealing with an extremely serious situation, affecting everything and everyone we know. I wanted to share some thoughts about what I have observed in terms of our local government's response to this on-going situation.

What have been the impacts?

Budgetary

Council recently considered adoption of substantially revised municipal budgets for operations and capital programs. Projects identified as critical were those primarily to deal with ensuring the delivery of essential services, such as water and sewer, affordable housing and climate change initiatives.

Costs of wages and benefits are expected to be higher, at least in the short term, due to overtime costs, increased technology to support staff and Council working from home, physical separation requirements, illness and loss of productivity. Cleaning services for buildings, public washrooms, and additional disinfection requirements have also increased. Bylaw enforcement and community policing costs are up, as we are called on to support implementation of Provincial Health Orders. Pressure to delay property taxes and utility fees required local governments to look to the province for direction on a possible tax deferral or other supports. Without revenues, however, local governments will be unable to pay their bills or maintain basic services.

Local Economy

At the community level, businesses are struggling to continue providing essential supports such as medicine and food, daycare, transit and the transportation of goods, while attempting to ensure the health and safety of their staff and the public. The various provincial and federal financial relief programs are most welcome, but you can't help but wonder if the financial aid will arrive too late for some businesses and organizations.

Mental Health/Property Crime

A rise in social anxieties is noticeable at home, at work and in the community – and could explain the increase in property-related crime, domestic violence, and mental health-related calls being reported by the RCMP and other police forces.

Community Response

One way the Town of Gibsons contributed to the Sunshine Coast's community response effort is by leading the creation of a Business Watch Program, which sees community volunteers patrol business areas after-hours in support of bylaw enforcement and community policing. The Town provides liability insurance and covers the costs of fuel and supplies, as needed. Program background information and implementation details are being shared with other local governments on the Sunshine Coast and elsewhere. More information is available at: gibsons.ca/gibsons-business-watch

Public Engagement

Public engagement is being redefined in order to support the recommended public health need for physical separation. Engagement is almost entirely happening online, by phone and via the newspaper.

However, legislative and legal obligations still require in-person consultation to be considered valid.

The province has provided some flexibility in the short term, but is suggesting that arrangements continue to be made to include the public at large, and other stakeholders that might be affected by Council decision-making.

How are we responding?

Essential Services Maintained

What has been reassuring from day one is that the provision of essential municipal services, such as water and sewer appear to be resilient to a pandemic, as we and other communities continue to provide those services without interruption.

At the same time, there are challenges with ensuring adequate levels of qualified staff and the procurement of disinfectants and personal protective equipment (PPE), especially if the situation persists over a longer period.

The role of natural assets during a pandemic

During these rapidly changing times, public policy has had to catch up to its new realities.

In an effort to assist with the containment of the virus, public gatherings have been discouraged and people have been asked to practice physical distancing of at least two (2) meters. However, there are concerns about the physical and mental health impacts of long-term isolation.

The Town and others have been trying to find the balance between encouraging people to keep their distance from others, while also promoting healthy activities, such as walks in the woods, trails and other greenspace. There is an abundance of evidence which shows even limited exposure to nature promotes health and wellbeing.

The natural assets that provide those health benefits are managed by the Town of Gibsons, applying natural asset management approaches, as outlined in the Town's asset management policy.

These ecosystem benefits provided by the Town's natural assets, are in addition to other services such as drinking water storage and filtration, rainwater storage and conveyance and slope stabilization, and many others. More information can be found at: gibsons.ca/natural-assets



The Town and others have been trying to find a balance between encouraging people to maintain physical distancing, while promoting outdoor activities which can help maintain good mental health.

Emergency Management Plan

On the Sunshine Coast, we have benefited from the existence of an Emergency Management Plan and structure to help the region manage its response to the pandemic. The coordinated response, via an Emergency Operations Centre set-up for that purpose, has been particularly helpful in ensuring unified communications and action planning. Municipal staff from various communities actively participated in the different roles and as a result, we have increased our region's capacity to support the pandemic-related work now and in future events.

Many other agencies and utilities participate as well. More information here: scrd.ca/covid-19-updates

A culture of teamwork

Because of the way in which this pandemic has significantly affected virtually everyone, human resources have generated many questions and concerns.

In response, and in close consultation with our labour union, benefits providers and others, we have done our best to provide timely responses and solutions to our staff.

Part of the concern with COVID-19 is that if too many staff get sick at once, we will not be able to deliver the services the community requires.

One key response was to create a series of staff teams, and to operate as follows:

- The new work scheduling system is designed to limit exposure among staff and to ensure that the Town continues to be able to offer at least a minimum level of our usual civic services, over the long term.
- This strategy is one that has been implemented with success in other parts of the world and we felt it was prudent to establish it within our workforce sooner rather than later.
- Each department identified 2-3 teams (Team A, Team B and Team C), based on the number of people in each section. Team A and B work alternating weekly schedules. If a department has enough people for a Team C, those employees remain at home and practice self-isolation during working hours. Team C will be called on to work if either Team A or Team B becomes ill.



At Town Hall, many COVID-19 precautions were implemented, including the installation of partitions at the front counters.

Continuing Education/Certification

With the new scheduling protocol in place, many people will be spending increased periods of time at home and perhaps seeking additional ways to stay mentally stimulated. Therefore, we established employee access to LinkedIn Learning (previously known as Lynda.com). LinkedIn Learning is an online learning platform which offers subscribers access to literally thousands of courses, from photography to business to design.

Additionally, if staff requires work-related certification, employees with Environmental Operators Certification Program (EOCP) certificates have been encouraged to sign up for online courses with YOW Canada and with Sacramento University.

Risk management

On top of enhanced health and safety measures to protect workers, contractors and the public, the Town has also conducted Critical Failure Testing on its key infrastructure in the water and sewer utilities. Contingency plans were then developed for the scenarios identified.

Business continuity was our focus when, in a matter of a few days, we eliminated nearly all direct interactions with the public, and between co-workers, and began offering online and phone support to homeowners, builders and developers. Building and development permit applications continue to be received and processed.

Information technology (IT) finally proved its worth, as the transition to working from home instead of the office was almost seamless, albeit with limitations. Despite concerns about data security, privacy and productivity, many of the changes we have introduced are likely to be used more regularly in the future, once the pandemic has passed.

Unfortunately, a real possibility is that we might be faced with having to manage other disasters, such as floods or wildfires, while the current one is still active. In those scenarios, we anticipate that our human resources would be highly stretched to respond. We continue to plan for those eventualities.

CORPORATE SERVICES

The Corporate Services Department (CSD) keeps the Town organized and running smoothly, from managing our Council Meetings to staffing the customer service counter to providing behind-the-scenes clerical support to all departments. The team also manages Town Hall's IT needs and produces all of its external communications, including its press releases, social media, advertising and website content.

During 2019, the CSD was kept busy, overseeing 22 Regular Council, 10 Special Council, 16 In-Camera Council, 18 Committee of the Whole, and seven Planning and Development Committee meetings, tracking progress on 350 resolutions of Council, and hosting two Public Hearings. The team also responded to 12 formal Requests for Information, conducted two Alternate Approval Processes (see following page for more details), produced the 2018 Annual Report, and created a steady stream of print, radio and digital communications to help keep residents informed about Town of Gibsons' issues and projects.

ICBC Driver Services

The Corporate Services Department provides ICBC Autoplan and Driver Licensing Services as an appointed agent under contract to ICBC. Services provided include auto insurance application and renewal, driver license/BC Identification application and renewal, and driver testing.

ICBC: KEY STATISTICS	2019	2018	2017	2016
Customer Transactions	14,198	13,550	13,360	13,371
Gross Commissions (\$)	362,747	338,148	316,862	311,588

FINANCIAL SERVICES

The Finance Department is responsible for the overall financial services of the Town, including financial planning and reporting, monitoring and reporting of government grants, processing of financial transactions including the purchase of goods and services, management of all municipal funds and the maintenance of a system of internal controls, billing and collection of property taxes and utility user fees, and monitoring risk management practices and processing/evaluation of claims.

The Finance Department is also responsible for producing accurate and timely financial reports in accordance with statutory requirements set forth in the *Community Charter*, including developing a *Five-Year Financial Plan* and *Annual Tax Rates Bylaw* each year.

FINANCIAL SERVICES PROVIDED	2019	2018	2017	2016
Homeowner grants processed	1,535	1,539	1,534	1,511
Value of homeowner grants (<i>in \$ millions</i>)	1.41	1.41	1.40	1.38
Residential tax deferrals administered	253	223	203	180
Property tax notices issued (<i>annual</i>)	2,412	2,410	2,378	2,342
Utility bills issued (<i>semi-annual</i>)	4,485	4,442	4,406	4,340
Payments processed (<i>to suppliers & other taxing agencies</i>)	1,695	1,691	1,480	1,425

Alternate Approval Processes

The Community Charter gives Council an alternate method of seeking approval from the Town's electors by referendum: the Alternative Approval Process (AAP). The AAP is a less costly and less time-consuming way of asking the electorates' permission to proceed with the adoption of, for example, a borrowing bylaw. If at least 10 per cent of the estimated number of electors (i.e. 372 in Gibsons) oppose the bylaw, agreement or other matter in question, it must be taken to a formal referendum vote before it can be adopted.

AAP re) Prowse Road Lift Station

In June 2019, Council approved an AAP for "Loan Authorization Bylaw No. 1264, 2019 Capital Improvement Financing Bylaw, Prowse Road Lift Station". The bylaw was brought forward due to the Prowse Road Lift Station requiring a number of critical upgrades, budgeted at approximately \$1.76 million. As there was no capital reserve in place for these upgrades and applications for grant funding for the project had not been successful, the Town proposed borrowing the money necessary to finance the project. During the AAP's 30-day response period, 334 responses were received. As this did not meet the 10% threshold, Bylaw No. 1264, 2019 was adopted on June 18, 2019.

For more information about the rehabilitation of the Prowse Road Lift Station, please refer to page 13.



The Prowse Road Lift Station provides service for roughly 40% of Gibson's sanitary flows. Sewage from the eastern portion of the Town, which cannot drain by gravity directly to the wastewater treatment plant, drains to the Lift Station, and is then pumped via a force main to the wastewater plant for treatment.

AAP re) Aquifer Service Expansion

On July 30, 2019, Council approved an Alternate Approval Process (AAP) for "Zone 3 Aquifer Expansion and General Watermain Replacements (Bylaw No. 1265)", which proposed borrowing no more than \$3,329,000, to be repaid within a 25-year period. During the 30-day response period, one response was received. As a result, the Corporate Officer certified these results and, following a 30-day "quashing period", the Town applied for a provincial review and certificate of approval.

Under Bylaw No. 1265, the Town's annual debt payments will increase by approximately \$182,000 (25-year term). However, the cost savings from reduced bulk water purchases from the Sunshine Coast Regional District (SCRD) are expected to fully offset the debt servicing, as well as the increased operations and maintenance of the new infrastructure. Future water DCCs could also be used to offset the payment of the debt principle.

For more information about the extension of Aquifer service to Zone 3, please refer to page 12.



As a new supply well drilled in Dougall Park in early 2019 did not produce the amount of water required to expand the aquifer service into Zone 3, an additional supply well was drilled at the west end of Oceanmount Blvd. This well has proven to be an excellent producer.

INFRASTRUCTURE SERVICES

The Infrastructure Services Department (IS) is responsible for oversight of the Town's capital works projects; long-term infrastructure planning; Parks and Public Works operations and maintenance; operating and maintaining the Town's Geographical Information System (GIS); development-related infrastructure improvements; and advancing the Town's formalized asset management program and initiatives.

Aquifer Service Expansion

In 2019, the Town made significant progress in its work to extend water services from the Gibsons Aquifer to Zone 3, including:

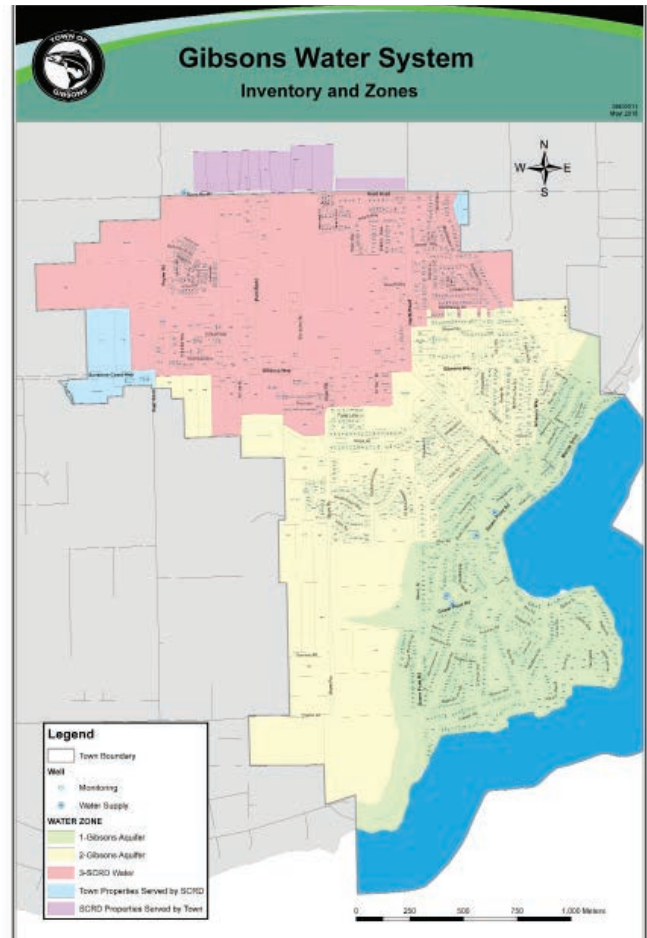
Drilled two new monitoring wells: These wells will enable the Town to monitor the affect of the increased draw on the aquifer, as well as for saltwater intrusion due to climate change and sea level rise. Conservative estimates, based on regular reports from the Town's existing monitoring wells, show that the aquifer is healthy and able to supply the required water volume for the build out of the Town.

Drilled a new supply well: Drilled at the west end of Oceanmount Blvd., this well will allow reliable service to Zone 3. The addition of this well to the Town system will enable the Town to provide adequate water for an estimated population of 7200.

Awarded construction tender for Parkland Booster Station: On November 19, 2019, the Parkland Booster Station construction tender was awarded to CHB Services Ltd. in the amount of \$1,050,000, excluding GST.

In the first half of 2020, work continued, with a booster pump station and chlorination equipment constructed next to the Parkland reservoir and a watermain on Reed Road replaced and twinned.

In July 2020, Zone 3 was officially connected to the Gibsons Aquifer.



The Town of Gibsons is divided into three water zones. Until July 2020, Zone 3 was supplied through a bulk water agreement with the SCRD, while Zone 1 and Zone 2 were served by the Gibsons Aquifer. Now, all three zones are connected to the aquifer.

AQUIFER SERVICE EXPANSION: BACKGROUNDER



Expanding the Town's water supply system is projected to cost approximately \$3.62 million, with \$3.32 million funded by debt. (See page 11 for more information about a related Alternate Approval Process, undertaken in summer 2019.) The cost savings from reduced water purchases from the SCRD are expected to fully offset these capital costs, as well as related regular maintenance costs, over time.

The intent is that the Town will provide the average daily demand and maximum daily demand to Zone 3 from the Gibsons aquifer but will still rely on the SCRD for peak hour water use, emergency storage and fire flow. The new system is expected to reduce the Town's reliance on the SCRD water supply by 95% to 98%.

Town Embraces Diversity



In June 2019, just in time for 'Pride Month', the Town of Gibsons unveiled three "rainbow" crosswalks at the intersection of School Road, Gibsons Way and Gower Point Road (also known as 'Five Corners'). The crosswalks acknowledge diversity and acceptance of the LGBTQ members of our community.

In July 2020, Council carried a motion to support the "Critical Incident Response Protocol" to demonstrate its support for the idea that "it is desirable for all residents of the Sunshine Coast to enjoy...living in a free, welcoming, inclusive and civil society" and that they "agree to work towards the effective implementation of policies and practices...that recognize, affirm, and encourage the inclusion of all."

Prowse Road Lift Station Upgraded

Built in 1972, the Prowse Road Lift Station is a significant infrastructure component of the Town's sanitary collection system, providing service for roughly 40% of Gibsons' sanitary flows.

Sewage from the eastern portion of the Town, which cannot drain by gravity directly to the wastewater treatment plant, drains to the Prowse Road Lift Station, and is then pumped via a force main to the wastewater plant for treatment.

Following an AAP in June 2019 (see page 11 for more details), the Town initiated a number of significant upgrades to the Prowse Road lift station, which include replacing corroded pipes, improving the wet well and updating valves and electrical components.

These upgrades are also expected to help the lift station better sustain extreme weather events, which have become more common in recent years.

The project has been budgeted at approximately \$1.76 million and the upgrade work started in October 2019. It is expected to be complete by fall 2020.

Beaches/Foreshore Restored

In December 2018, an unusually strong winter storm hit Gibsons, creating damage at Georgia, Pebbles and Atlee's Beaches. Subsequently, staff applied for, and received, a partial grant from Provincial Disaster Financial Assistance and in fall 2019, a range of needed repairs were undertaken.

These included reconstructing a lock block wall at Pebbles Beach and addressing significant erosion issues at Georgia Beach. Improvements were also made at Armour's Beach, with the vertical pilings and log booms replaced in summer 2019.

Further upgrades are planned for all four beaches in 2020, depending on the impact of COVID-19 on the Town's annual finances.



Improvements in front of the old Coles Marina site built up the area over the trunk sewer to provide a continuous level area for maintenance vehicles and pedestrians.



The improvements in front of Armour's Beach included replacing a failing block wall with sloped rock protection and rebuilding the stairs down to the beach.

PUBLIC WORKS

The Public Works team is responsible for ensuring the continuous and safe operation of the Town's infrastructure and facilities, including our wastewater collection and treatment system, water supply system, drainage system and municipal buildings, as well as 32km of paved roads, 2km of gravel lanes, 16km of sidewalks, street signage, and streetlights. (It is not responsible for maintaining Highway 101, which is serviced by the Province of BC.) The team is also responsible for brush cutting, line painting, vehicle purchasing and solid waste management, including the spring cleanup program and operation of the green waste transfer facility.

During 2019, the Public Works crew performed multiple operations and maintenance-related duties, including snow clearing and salting, regular water sampling, well inspections, catch basin cleaning, fire hydrant inspections, dust control, street sweeping, and flushing of the Town's watermain, as well responding to multiple service requests each quarter. Importantly, they also operated and maintained Gibsons' Wastewater Treatment Plant, ensuring that it consistently met (or surpassed) all four effluent permit parameters established by the Province of BC.

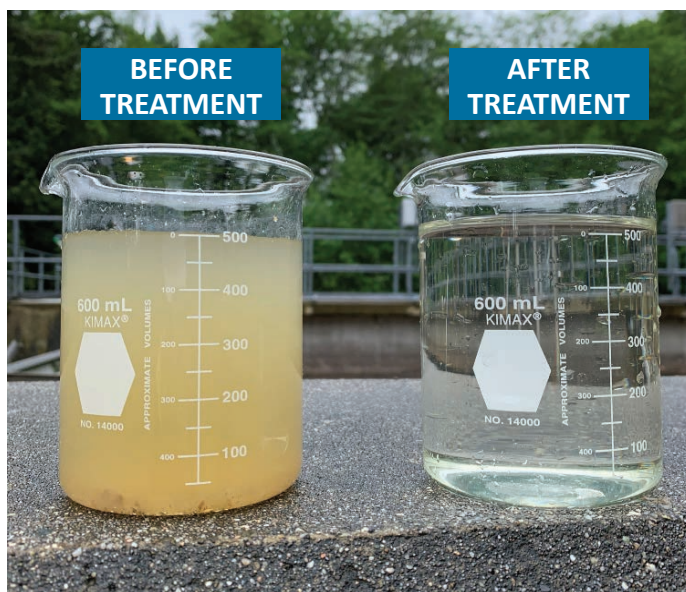
New Technology, Processes Create Efficiencies, Improve Communication & Reduce Risk



Parks, public works, and the wastewater treatment plant crews are responsible for the natural and engineered asset operations and maintenance at the Town. During 2019, the crews undertook significant changes in processes, technology and documentation, including:

- adopting new hardware and software;
- evolving their use of existing software;
- developing new processes to handle work requests;
- implementing an operations and maintenance scheduler; and
- creating a complete range of new documents, specifically designed to support change initiatives, mark progress, be used as tools and create organizational resiliency.

As a result of these changes, and the crews efforts, the Town has seen significant progress in its processes (which are now more efficient and manageable), technology (which is creating efficiencies data collection and internal communications) and documentation (which protects against liability, creates organizational resiliency to change and helps with decision-making).



Wastewater Treatment Plant Optimized & Upgraded

The Town of Gibsons' wastewater treatment plant (WWTP) was commissioned in 2005.

In 2019, a number of optimization and upgrades were completed at the facility, including the construction of an equalization tank, and modernization of the process instrumentation and control system to improve the plant efficiency.

Budgeted at \$2.1 million, the upgrades were required so that the Town may continue to meet our Provincial permitting requirements to discharge treated effluent into the ocean, and to ensure the plant continues to run as efficiently as possible.

(left) Our WWTP removes 99% of suspended solids from influent before discharging into the ocean.

PARKS/COMMUNITY SERVICES



“Butterfly” gardens have been planted at Armours Beach in order to attract beneficial insects which help with pollination. Parks crew also planted many native plants at the site, which thrive in our climate.

The Parks team is responsible for maintaining 28 parks and civic properties, beach accesses, trails, playing fields, playgrounds, tennis courts and natural areas for the use and enjoyment of the public. The team also manages the Town’s banner program, special flag ceremonies, floral and seasonal displays, tree removal and pesticide applications.

Community events are managed by the team in coordination with event organizers and organizations. During 2019, 24 community events were held in Gibsons, including the Jazz Fest, Music in the Landing, and Gibson’s first Lantern Festival. In August 2019, the Town sponsored “Nearly Neil”, an outdoor musical concert featuring a Neil Diamond impersonator. The “Nearly Neil” event was held in lieu of Sea Cavalcade, which was cancelled for the first time in 50 years due to a lack of volunteers.

User-Friendly Trail Guide Issued

Published in April 2019, this Sunshine Coast user-friendly trail guide (right) was produced in partnership with the District of Sechelt and the Sunshine Coast Regional District. Specifically designed for the mobility-challenged, the guide features low-gradient trails and trail profiles to help users make an informed decision about which trails best suit their abilities. Copies of the trail guide may be downloaded at: gibsons.ca/walk-or-cycle-gibsons.



Bear Management Initiatives Underway

In late 2019, four bear-proof garbage cans were purchased to reduce bear attractants. Moving forward, the Town’s goal is to place bear-proof cans at all trailheads, along with standardized signage to improve way-finding.

Playing Fields Prioritized & Improved

In fall 2019, staff met with a group of playing field stakeholders, including representatives for sports teams, other local municipal governments and the school district, to identify the maintenance required to ensure minimum service levels. Since then, considerable work has been undertaken at the Brothers Park to improve the condition of the playing fields.

Wendy Gilbertson Retires

Wendy Gilbertson, the long-time Director of Parks and Cultural Services retired in August 2019, after 35 years with the Town. A retirement celebration was held at Town Hall and was well attended by many of Wendy’s past and present friends, colleagues and associates.

Natural Asset Management



The Town of Gibsons is internationally recognized for its work in pioneering an Eco-Asset Strategy, which recognizes and quantifies the role that natural assets such as our foreshore, the Gibsons Aquifer, and White Tower Park storm water ponds (*shown left*) play in delivering core municipal services.

During 2019, we continued to apply traditional asset management and financial tools to our natural assets, with the goals of: increasing the Town's natural resilience to climate change; providing core services to residents at a reasonable cost; and reducing the risks and costs associated with maintaining a suite of engineered assets.

We also continued working to help other municipalities and asset management organizations to translate their enthusiastic interest in our asset management approach into real-world practice.

In June 2019, for example, CAO Emanuel Machado presented an overview of the Town's nature-based program at the annual meeting of the Canadian Council of Ministers of the Environment.

Mr. Machado was one of three speakers invited to speak to the group, which is composed of the environment ministers from the federal, provincial and territorial governments.

Gibsons' natural asset strategy also attracted attention from international quarters, with staff hosting delegates from the South African Local Government Association in July 2019. The delegates were participants in the Federation of Canadian Municipalities *Building Inclusive Green Municipalities Program*, which aims to stimulate economic growth and modernize infrastructure in South Africa's Eastern Cape Province.

In 2019, the Town also received an award for "Government Leadership in Sustainable Infrastructure" at the annual Awards for Civil Engineering Excellence, and contributed an article to Public Sector Digest, which described how the Town's natural asset strategy is helping it prepare for climate change.



In November 2019, an eelgrass mapping study was conducted as Phase 1 of 'Project Healthy Harbour' which will see the Gibsons Marine Education Centre Society work with the Town of Gibsons to advance the goals set out by Council for the Gibsons Harbour area. Through a variety of initiatives, including targeted marine surveys and public engagement activities, Project Healthy Harbour aims to build regional expertise, and support actions to ensure responsible stewardship of the Gibson Harbour's social, cultural and economic assets.

WHAT IS ASSET MANAGEMENT?

Asset management is the formalized process* the Town of Gibsons uses to help ensure the services we provide are delivered in the most cost-effective, reliable, and sustainable way, using the resources we have.

Good asset management planning helps the Town plan for the long term, make effective operations and maintenance plans, and prioritize infrastructure projects.

Asset management is the Town's most important job.

*Asset Management BC provides a framework, resources and support to local governments to support asset management practices.

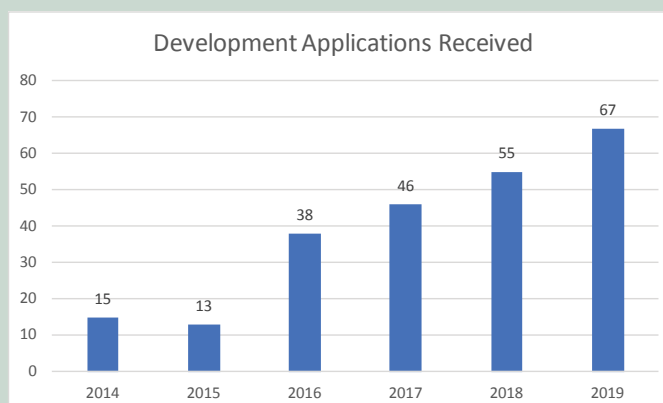
PLANNING & DEVELOPMENT

The Planning, Building and Bylaw Enforcement Departments work to promote and enhance Gibsons' social, environmental and economic well-being by working with developers, builders, owners and the public to ensure that community goals and requirements are met, and by following up on complaints and concerns raised. There are two main types of work handled by the Planning Department; long-term planning, which includes work with the community on initiatives with a long-range focus, and current planning, which includes the processing of subdivision and development applications.

Development Applications Rise Again

Planning staff received 67 development applications in 2019, up by 22% over 2018.

These included a variety of applications, including development permits (25), variances (10), comfort letters (8), temporary use permits (6), sign permits (5), and others.



We Are An Age-Friendly Community!

In September 2019, the Town of Gibsons was one of 10 communities in the province to be officially recognized by the Province of BC as being an "Age-Friendly Community."

The recognition is due to efforts by past and present staff and Council to support seniors so they can live active, safe, socially engaged and independent lives. Examples of local projects include: the development of lower gradient pathways between Lower and Upper Gibsons, such as Helen's Way and the multi-use trail on Gibsons Way; development of several affordable housing projects, including the supportive housing complex on School Road; revitalization of

Armours Beach, to improve usability and accessibility; creation of Gibsons Public Market as a community gathering place; and publication of User-Friendly Trail Guide for the Mobility Challenged.



Housing Needs Assessment Underway

In 2018, the Province introduced legislation requiring all local governments in BC to review their local housing needs and to consider those specific needs when creating policy and making decisions about future development.

Accordingly, in 2019, the Town applied for, and received, a grant from the UBCM Housing Needs Reports Program to conduct a comprehensive assessment of the housing needs on the Sunshine Coast.

Conducted in partnership with the District of Sechelt and the Sunshine Coast Regional District, the housing needs assessment was launched in spring 2020 via an online survey which attracted 604 respondents.

A final report on the findings is expected to be complete in fall 2020, and will include data on affordability, population (current and projected), real estate, homelessness and insecure housing, household incomes, and dwelling unit types and condition.



Affordable Housing Projects

Over the last decade, housing on the Sunshine Coast has become increasingly expensive, spurring an urgent need for additional affordable housing options. The Town of Gibsons is working to address this challenge, both by partnering on local development projects with key organizations, such as BC Housing and the Sunshine Coast Affordable Housing Society (SCAHS), and by working to amend our policies and bylaws in order to encourage the creation of more affordable housing units.



571 Shaw Road Project

Phase 1 of this affordable housing project (shown above) will include a 40-unit building comprising a mix of studio, one, two and three-bedroom apartments. The Town of Gibsons is contributing the land for the project, which is valued at about \$1.6 million.

In January 2019, Council determined that this affordable housing project (which was originally proposed to be set on the Charman Lands) would be moved to 571 Shaw Road.

In spring 2019, the Town received a zoning and OCP amendment application for the project. The amendments were approved in October 2019, following a Public Hearing.

In December 2019, the SCAHS requested \$400,000 toward the cost of Phase 1 construction. In March 2020, Council approved a contribution of \$310,000, or an amount equal to the project's Developer Cost Contributions. The funds will come from the Town's Affordable Housing Reserve.

In summer 2020, Council approved the issuance of a form and character development permit for the project.

Harmony Lane at Franklin Road

The Town is working in partnership with the SCAHS to build three rental units – one single family dwelling with a secondary suite (both 25% below market rental rates) and garden suite (market rental rate) – on the proposed property at Franklin Road/Harmony Lane.

The Town is contributing a 60-year land lease and some funding from its Affordable Housing Reserve to the project, and BC Housing will hold the mortgage. SCAHS will manage and operate the three rentals when completed. In May 2020, the SCAHS announced that construction on the project had begun.

Supportive Housing Project: 749 School Road

In March 2019, the federal government announced it was transferring the property at 749 School Road to the Town of Gibsons for the purposes of constructing a 40-unit supportive housing development.

Through the spring and summer of 2019, feedback from the community was gathered through several forums, including two Public Information Meetings held at the Gibsons Public Market. Comments were also received from the RCMP, School District 46, Vancouver Coastal Health, and Sunshine Coast Community Services.

In October, a Public Hearing was held at the Gibsons Legion, with a total of 308 written and verbal submissions received. Of those, 28% opposed the proposal and 72% supported the proposal.

Subsequently, Council adopted the bylaw amendments required to allow the construction of the building.

In January 2020, the old RCMP building was demolished, with site preparation and footing construction underway through to spring. In August 2020, the modules that will comprise the housing development were lifted into place.



In December 2019, indigenous artist Simon Daniel James Winadzi, of the firm Kolus Arts, presented three artwork designs for the exterior of 749 School Road.

Bylaw & Policy Development



Short Term Rental Accommodation (STR) Bylaws

Over the past decade, the popularity of short-term rentals (defined as accommodation rentals less than 30 days in length) has grown exponentially, spurring a need in the Town for defined STR regulations.

In 2019, a consultant was hired to support staff in the development of rules that would:

- Respond to the needs of homeowners who wish to have added revenue;
- Provide tourists with accommodation options for staying in and visiting Gibsons; and
- Keep the scale of businesses appropriate to residential neighbourhoods.

In October 2019, the consultant hosted a series of community dialogues with stakeholders in the STR industry.

In December 2019, a report on how to regulate STRs was brought forward for Council's consideration. Council subsequently directed staff to prepare bylaws to regulate and allow hosted STRs (where the host lives on-site) and disallow un-hosted STRs (where the host does not live on-site).

In May 2020, staff presented three STR-related bylaws for consideration, which proposed:

- Merging B&Bs with STRs;
- Requiring a property owner or authorized operator to be on-site during a guest stay;
- Enhanced business license requirements; and
- Increased fines for certain violations.

Two virtual hearings on the proposed bylaws took place in July 2020, with Council ultimately deferring its decision on third reading until September 2020, when all Councillors could be present.

Cannabis Policy

On October 17, 2018, the government of Canada legalized non-medical cannabis. This major change to national legislation, in turn, triggered changes in how the Town of Gibsons treated existing non-medical cannabis retail stores, and how future applications for a licence to sell or produce non-medical cannabis within Town boundaries will be processed.

Initially, the Town's approach was to provide Temporary Use Permits to cannabis retailers on a case-by-case basis. However, this process was found to be both onerous and uncertain, and work began to develop a comprehensive cannabis policy.

During the third quarter of 2019, a consultant was engaged to collect feedback on potential bylaw amendments from the cannabis production and retail community.

Subsequently, a report on the findings was delivered, with the Planning and Development Committee recommending that Council direct staff to prohibit cannabis production in all zones, and consider retail cannabis store and cannabis production facility applications on a case-by-case basis.

Next, staff started work to develop a policy to outline criteria for spot rezoning applications. In April 2020, an online survey to collect feedback from the public on the criteria was launched, with 72 people completing the survey and indicating general agreement with the policy as proposed.



In June 2020, Council adopted the Cannabis Policy, which describes locational criteria for cannabis production facilities and retail stores and outlines the procedure under which applications will be accepted, assessed and approved. The policy will be reassessed after a period of three years to determine whether amendments are warranted.

The first application for a cannabis production facility was approved by Council on July 28, 2020.

Development Projects

Block 7 (Gospel Rock)



Greenlane Homes anticipates constructing a mixture of commercial, multi-family and single-family buildings on this 47-acre site. The proposal allows for up to 360 residential units and protects approximately 46% of Block 7 from development through park and greenspace.

In the first quarter of 2019, Council finalized the rezoning of Block 7, and the developer completed initial tree clearing in preparation for planned roads and the first building site.

In fall 2019, following several presentations to the Planning & Development Committee, Council authorized the issuance of the form and character development permits required for the Gospel Rock Village, Apartments, Townhouses, and Hotel.

By mid-2020, site works had begun at the upper level of the project, with staff working with the developer on a subdivision servicing plan for the lot. Additionally, input was received from various stakeholders on the construction of a boardwalk to run alongside a portion of Gower Point Road.

409 - 385 Gower Point Road (The George)

Klaus Fuerniss Enterprises Inc. is proposing a mixed-use development to include residences, hotel, conference centre and waterfront restaurant on this 1.3 acre site. A form and character development permit (DP-2018-05) was issued in June 2018.

In early 2019, the Town issued a Preliminary Layout Approval (PLA) to the developer. Shortly after that, all structures were removed from development site.

On May 19, 2020, Council resolved that DP-2018-05 be extended to June 1, 2022, subject to an updated landscape estimate and that the previously approved Land Exchange Agreement be extended to June 1, 2022, subject to the Town securing an accessible pathway through The George property to access Winegarden Park.

464 Eaglecrest Drive (Eagleview)

TCD Developments (Gibsons) Ltd. plans to build 87 residential units on this 5-acre site.

In 2019, Council finalized the rezoning of 464 Eaglecrest Drive and issued the necessary Development Permits. The developer has also received a building permit for the first structure on the property, but a commencement date is not known at this time.

On May 5, 2020, a legal action brought against the Town of Gibsons by the O'Shea/Oceanmount Community Association in relation to this project was found, in the Town's favour.



Building Inspection Services

Building Inspection Services works ensure our citizens' quality of life is maintained by regulating all construction within the Town. This is achieved through the use of the *Building and Plumbing Bylaw*, the *British Columbia Building Code*, the *British Columbia Fire Code*, and other related bylaws and enactments within the Town of Gibsons.

BUILDING PERMITS ISSUED	2019	2018	2017	2016
Single-family:	35	50	39	24
Two-family:	0	0	5	12
Multi-family:	6	3	7	2
Commercial, industrial, institutional:	13	21	19	18
Other:	9	7	9	17
Total number of permits issued	63	81	79	73
Total value of permits issued (\$ millions)	16.2	13.4	13.3	13.8

Bylaw Enforcement

Staff deal with bylaw complaints on a daily basis. These include calls about noise, animal control, zoning, parking, unsightly property, sidewalk encroachment and signage uses.

The general operating philosophy of the Town's Bylaw Enforcement Officer is one of education and voluntary compliance first, which generates a high success rate. After that, municipal ticketing, adjudication or remedial action may be used to achieve compliance.

In June 2019, Council approved *Bylaw Enforcement Policy 3.16*, which ensures a consistent, unbiased and transparent approach to bylaw enforcement based on current and best practices. The policy describes the procedures related to Bylaw Enforcement, including the complaint process, the setting of priorities for action, assessment criteria, and the appeal process.

In fall 2019, the Bylaw Enforcement Officer began working with the BC Conservation Service and the Wild Safe Coordinator following a dramatic increase in bear conflicts within the Town. Efforts centred on working with owners of problematic properties, to help them upgrade their waste containers and fortify communal collection areas. Additionally, work began on a bylaw amendment to make it a ticketable offense to place recyclables in the garbage. This change, which was primarily designed to provide the Bylaw Enforcement Officer with the ability to fine habitual offenders, was adopted in January 2020.



BYLAW ENFORCEMENT STATISTICS	2019	2018	2017	2016
Dog tags issued:	351	370	363	359
Complaints received:	284	295	292	300
New business licenses:	84	89	96	76
Renewed business licenses:	485	475	450	433
Enforcement Notices:	337	264	382	270

GIBSONS AND DISTRICT VOLUNTEER FIRE DEPARTMENT



The Gibsons and District Volunteer Fire Department (GDVFD) has been providing life and property protection to the West Howe Sound Fire Protection District since 1937.

The Fire Department is a Sunshine Coast Regional District (SCRD) function, which serves a population of about 10,000 and covers a fire protection district of roughly 22.7 km².

The SCRD Board established the GDVFD as “full service” in accordance with the Provincial Playbook in 2016.

GDVFD STATISTICS

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Calls for service:	296	228	267	276
Person hours (service calls):	2,795	2,500	2,805	2,128
Person hours (training):	4,408	4,224	4,814	4,758

Fire Crew

At December 31, 2019, the GDVFD consisted of 42 active volunteer members and six new recruits. Duties of the volunteers include 24/7 response to fire and rescue operations, and maintaining the readiness of all apparatus and equipment. Operational support to the volunteer members comprises four paid full-time staff; one Fire Chief, one training officer, one fire prevention officer and one fire inspector. In addition to emergency response, these members conduct fire and life safety inspections, develop pre-incident plans, take an active role in local developments and work to educate the public through a variety of outreach initiatives.

Annual Highlights

In February 2019, a team of firefighters from the Sunshine Coast participated in the BC Lung Association’s 18th Annual “Climb the Wall” event. Through their participation in this event, Sunshine Coast firefighters have raised nearly \$30,000 over the past 12 years, in support of lung health research, education and patient support programs.

During 2019, Dave Mitchell & Associates (a BC company that offers independent consulting on a wide range of issues related to public safety operations) delivered a final report on the Sunshine Coast’s four fire services to the SCRD’s Planning & Development Committee meeting. The report, which was also presented to the Town of Gibsons’ Council, included 45 recommendations, some of which were approved for immediate implementation. A service plan was recommended to implement the remaining recommendations in a balanced manner.

In an effort to better familiarize fire department personnel with the features of public buildings, such as the location of utility and fire suppression equipment and potential hazards to personnel, pre-incident plans are being created for 204 properties in the GDVFDs fire protection district. In 2019, pre-incidents plans were created for the Gibsons Professional Block, Gibsons Quay, Venture Way Storage, Camp Sunrise, Gibsons Marina, IGA Plaza, Sunshine Coast Self-Storage, Gibsons Curling Club, Andy’s Plaza, BMO Blue Heron and North Road Thrift Store.



SCRED 

2019 - 2022 STRATEGIC PLAN

The 2019 -2022 Strategic Plan was created in cooperation with Town staff and the community, and is meant to help guide Council's decisions, activities and allocation of resources during their term of office. Additionally, as a number of Priorities have been developed for each of the Strategic Plan's 'Core Objectives', we can use it as a means of tracking the progress made against the Council's stated goals. On the following pages, brief descriptions of the key actions taken on each priority between January 2019 and August 2020 is provided.

OUR CORE OBJECTIVES

Increase Community Engagement

- We will inspire and encourage citizens of all ages to engage in the decision-making process
- We will actively listen to the ideas of all our stakeholders
- We will help our citizens understand the challenges and competing demands facing the community

Manage Our Assets

- We will focus on fiscal sustainability and support our staff in the prudent management of our natural and engineered assets, to ensure the Town can continue to deliver critical infrastructure services in perpetuity

Plan for Sustainable Growth

- We will plan for the future in a manner that reflects our finite resources
- We will value the unique character of our Town and its neighbourhoods
- We will create spaces that promote a sense of community and are accessible to all
- We will preserve our green spaces
- We will support local business and foster a diverse economy

Advocate for and Facilitate A Range of Housing Types

- We will actively work toward increasing the supply and range of safe, secure and attainable affordable housing options

Respond to the Changing Climate

- We will apply a climate lens to the planning and development of actions, plans, policies and infrastructure projects
- We will adapt Town infrastructure to increase its resiliency to the local impacts and risks from climate change
- We will reduce the greenhouse gas emissions produced by the community and through the provision of municipal services to meet regional targets

Advocate and Collaborate on Regional Issues

- We will collaborate and partner with our neighbouring jurisdictions to effectively address shared opportunities and challenges

*To view the Strategic Plan in full,
please go to: gibsons.ca/strategic-plan*

INCREASE COMMUNITY ENGAGEMENT

Goal: To inspire and encourage citizens to become engaged with municipal government and have their voices heard, while ensuring our citizens understand the challenges and competing demands facing the community.

PRIORITIES/PROGRESS

Live-stream Council meetings

- As of April 7, 2020, all Council meetings, Planning & Development Committee meetings and Committee of the Whole meetings are livestreamed, as well as recorded and uploaded to YouTube for future viewing.

Continue to develop and expand opportunities for youth involvement with Council

- In February 2019, Sacha Stipek and Jason Lewis became the Town's first Youth Councillors.
- In fall 2019, Eilis Mackenzie and Gravity Guignard were appointed as Youth Councillors for the 2019 - 2020 school term.

Create more opportunities for public dialogue with Council

- In July 2019, Mayor Beamish re-initiated Community Dialogue sessions, which are intended to provide an ongoing opportunity for residents to meet with members of Gibsons Council and staff in a neutral setting and to provide opportunity to discuss issues of current interest or specific projects that are planned or actively being considered for the community. Between July 2019 and March 2020, four community dialogues were held on these topics: Council-community communications; the Strategic Plan; Accessibility in the Town; and FireSmart & Wildfire Protection.
- Prior to COVID-19, Mayor Beamish made himself available to residents at Town Hall during regularly scheduled hours, which were published on the Town's website.

Create more opportunities for early public input on key decisions

- In November 2019, an initiative to build a supportive housing development at 739 School Road was passed. Prior to that decision, extensive community consultation was undertaken by BC Housing and the Town, including through two letters to residents, four community dialogues, an interactive website, two Public Information Meetings, radio and newspaper advertisements and a Public Hearing.
- Online surveys are now being employed to solicit community feedback on proposed policy changes. Between April 2020 and August 2020, survey topics included cannabis, the BC Energy Step Code, Davis Road-Poplar Lane Rezoning and the Stonehurst Proposal.

Continue to plan for an age-friendly and inclusive community

- In September 2019, the Town of Gibsons was one of 10 communities in BC to be officially recognized as being an "Age-Friendly Community".
- In July 2020, April Struthers, of the Sunshine Coast Organizing Against Racism and Hate Committee presented to Gibsons Council and asked Council to sign a community protocol for response to critical incidents of racism and hate. Subsequently, Council carried a motion to support the Critical Incident Response - Protocol for Organizing Against Racism and Hate.

MANAGE OUR ASSETS

Goal: To effectively manage and protect the Town of Gibsons' assets - human, natural and engineered - so they may continue to provide our citizens with safe, reliable services and infrastructure in the near and long-term.

PRIORITIES/PROGRESS

Continue to support, advance, and promote our natural asset management strategy

- Throughout 2019 and the first half of 2020, we continued to apply traditional asset management and financial tools to our natural assets.
- In April 2019, Town staff contributed an article to Public Sector Digest about how the Town's natural asset strategy is helping it prepare for climate change.
- In June 2019, the CAO presented on the Town's nature-based program at the annual meeting of the Canadian Council of Ministers of the Environment.
- In July 2019, staff hosted delegates from the South African Local Government Association who were participants in the Federation of Canadian Municipalities "Building Inclusive Green Municipalities Program".

Continue to seek operational efficiencies in order to maximize Town resources

- In December 2019, Parks staff was trained on air brake operations. This enables them to provide additional capacity to the crew for salting and snowplowing Town roads during the winter season.

Complete White Tower Pond upgrades

- In July 2020, the Town of Gibsons announced that it had been awarded a total of \$955,000 by the Province of BC (\$382,000) and the Government of Canada (\$573,000) to construct an additional storm water pond at White Tower Park. With the new funding, the Town will build an additional pond on the vacant Town-owned parcel of land behind the Gibsons & District Aquatic Centre. Work on the new pond is expected to begin in 2021 and take several months to complete.

Extend Aquifer service area to Zone 3 residents

- In August 2020, this two year, \$3.3 million project was completed. (See page 16 for more information.)

Complete optimization and upgrade of Wastewater Treatment Plan

- By the end of Q2 2020, this \$2.1 million project was 98% complete. (See page 18 for more information.)

Complete optimization and upgrade of Prowse Road Lift Station

- By the end of Q2 2020, this \$1.2 million project was 50% complete. (See page 17 for more information.)

Support advancement and implementation of formal asset management plans

- Management plans for the various asset classes, including natural assets, continue to be developed, updated and implemented on an ongoing basis.

Set tax rates and user fees that move Gibsons closer to true financial sustainability

- The annual review of the Town's Long-Term Financial Plan takes place each fall. Updated information is incorporated at that time. Staff uses this information as basis for any recommended changes to tax/user rates each year.

Partner with Nicholas Sonntag Marine Education Centre to advance the environmental stewardship of Gibsons Harbour

- In November 2019, an eelgrass mapping study was conducted as Phase 1 of 'Project Healthy Harbour' which will see the Gibsons Marine Education Centre Society work with the Town of Gibsons to advance the goals set out by Council for the Gibsons Harbour area. (See page 20 for more information.)

PLAN FOR SUSTAINABLE GROWTH

Goal: That planning for the future results in appropriate densities, maintains our unique character, preserves green space, provides for accessible, connected neighborhoods and reflects our carrying capacity; to gain support for a strategic, long-term approach to addressing the impacts of growth and development.

PRIORITIES/PROGRESS

Implement a Cannabis Policy

- On June 16, 2020, after extensive community and stakeholder consultation, Council adopted *Cannabis Policy 3.17 for Retail and Production Facilities*.

Plan for funding our police force

- In February 2019, Council established a Policing Services Select Committee to provide an overview of the history of police services in Gibsons, identify issues and actions to improve the level of policing services in Gibsons, and discuss options for policing the Town of Gibsons.
- On December 17, 2019, the Committee delivered the “*Police Services Select Committee Final Report*” to Council, which recommended that the Town opt for an agreement for RCMP policing, but with a contract that spells out specific service levels. The report also estimated that under the 70% cost-sharing model (which kicks in when Gibson’s population officially reaches 5,000), the Town will need to raise between \$739,978.40 and \$1,001,221.20 in new taxation, depending on the number of dedicated officers for Gibsons.
- In the 2020 budget, Council intended to implement a 4% tax increase, with 1% of that placed in a reserve fund for future policing costs. However, due to COVID-19, the tax increase was held to 2.2% and the plan to establish a Police Reserve Fund was postponed.

Develop policies that support local, sustainable businesses

- In the 2020 Budget, the Business Tax Multiple was reduced from 2.97 to 2.75.
- Cannabis Policy 3.17 was developed to provide clarity and opportunity to cannabis-related business owners, while balancing the needs of minors and other community stakeholders.

Ensure developers fairly contribute to increasing the livability of our community

- During 2019, an update of the *Community Amenity and Affordable Housing Contribution Policy* was initiated and carried forward into 2020. A budget of \$30k has been established for the work.

Seek opportunities to honour local/Indigenous history and traditions

- During 2019 and the first half of 2020, several ideas were put forth to address this priority, including:
 - Identify places of Indigenous significance and introduce signage.
 - Integrate Squamish history and/or plantings around the new White Tower Park stormwater ponds.
 - Consider First Nations focussed street names. A Staff report to determine street names for the Gospel Rock neighbourhood is pending.

Future Priority Items

- Review and update sections of the Official Community Plan relating to: density clarification; form and character DPA guidelines; greenspace protection; connectivity; financial sustainability; natural asset management; Harbour Development strategy; age-friendly/accessibility strategy; active transportation; placemaking; and public art.**
- Lobby for improvements to transportation between Upper and Lower Gibsons**

ADVOCATE FOR AND FACILITATE A RANGE OF HOUSING TYPES

Goal: To advance the development of a full range of housing types, with an appropriate supply of affordable housing options which address the full spectrum of housing needs.

PRIORITIES/PROGRESS

Complete a housing needs assessment

- In the third quarter of 2019, the Town of Gibsons received a grant from the UBCM Housing Needs Reports Program for a 'Regional Housing Needs Assessment' for the Sunshine Coast. The project was managed by the Town of Gibsons, and conducted in partnership with the SCRD and District of Sechelt.
- In December 2019, the contract to conduct the Housing Needs Assessment was awarded to Urban Matters.
- In May 2020, an online survey was launched; it was advertised via social media, local media and through local community partners.
- As of July 2020, the community consultation phase had been completed, with the survey attracting 604 respondents. A final housing needs report is expected to be presented to Council, and then made available to the public, in fall 2020. (For more information, please see page 21.)

Develop an affordable housing strategy to address the full spectrum of housing needs for the community

- A separate affordable housing strategy for the Town may not need to be developed, depending on the data and recommendations provided in the Regional Housing Needs Assessment report.

Facilitate the development of a range of affordable housing projects

- During 2019 and the first half of 2020, 82 units of affordable housing were approved for development. These include 40 studio, one, two and three-bedroom rental apartments at 571 Shaw Road, two affordable rental units (plus one unit to be rented at market rates) at a Town-owned property on Franklin Road, and 40 units of supportive housing at 749 School Road. (For more information on these projects, please see page 22.)

Implement a short-term rentals strategy

- In May 2020, after extensive community consultation, staff presented three STR-related bylaws for consideration and were directed by Council to seek a legal review of the amendments prior to first and second readings.
- Following the legal review, Virtual Public Hearings on the proposed bylaws were held July 14th and July 21st. At their conclusion, Council chose to defer making a decision on adoption of the bylaws until the Regular Council Meeting to be held on September 1, 2020. (For more information, please see page 23.)

Future Priority Items

- **Consider opportunities to expand the community services on Christenson Lands**

RESPOND TO THE CHANGING CLIMATE

Goal: to increase our community's resilience to the local impacts and risks from climate change by seeking out opportunities for mitigation and adaptation measures.

PRIORITIES/PROGRESS

Prioritize retention and expansion of green space to secure adequate levels of tree canopy, protect habitat, decelerate the rapid rate of biodiversity loss, and foster community health, connectivity and well-being

- The development of an Urban Forest Plan (UFP) has been identified as a three-year project. The urban forest includes every tree within Town boundaries and the UFP will act as the asset management plan for this natural asset.
- One of the first steps in Gibsons' Urban Forestry management is the development of a Tree Preservation bylaw. This initiative is underway, with the proposed bylaw receiving first and second reading on July 7, 2020.
- Work is also underway to update the Town's Subdivision and Development Bylaw, with edits to the Stormwater Management section complete.

Continue to address climate change risk in our Asset Management plans

- The "Managing Natural Assets to Increase Coastal Resilience" and "Source to Sea" projects are based on an integrated computer modelling program which will provide information on how changes in the climate (e.g. higher than normal rainfall) would impact a complete range of Gibsons' natural and built infrastructure assets.

Update trail and cycle network strategy

- Staff are actively working to promote expansion of bike lanes on Ministry roads within Town boundaries and have requested a southbound bike lane on North Road; a crosswalk at Kiwanis; and a westbound bike lane on Gibsons Way between North Road and Sunnycrest.

Update business plan for district energy utility in Upper Gibsons

- In 2019, the Town retained a consultant to investigate and report on potential future options for the district energy utility and the Parkland neighbourhood.
- In May 2020, after receiving the consultant's report, Gibsons' Council made the decision to decommission the district energy utility over a three-year period. Property owners will be compensated for the remaining life of their heat pumps as at September 30, 2023 (the final day of operation for the utility.)

Support community and student-led initiatives that focus on climate change mitigation and adaptation

- During 2019, local students participated in a series of international "strikes" to demand more action on the climate change crisis. These actions were discussed with our Youth Councillors and supported by Council.

Future Priority Items

- **Develop and implement a comprehensive Climate Action & Resiliency Plan that is bold, inclusive and focused on a low-carbon economy and Zero Waste**
- **Update community greenhouse gas inventory and develop carbon-neutral operations plan**
- **Support strategies to reduce impact of climate change on local wildlife**

COLLABORATE ON REGIONAL ISSUES

Goal: To collaborate and partner with our neighbouring jurisdictions to effectively address shared opportunities and challenges.

PRIORITIES/PROGRESS

Develop regional Water Governance Model

- During 2019, the Town of Gibsons co-hosted two community “Water Dialogue” sessions in June and delivered a report entitled “Options for Pursuing A Regional Approach to Watershed Management and Governance” to the Sunshine Coast Regional District (SCRD) in October.
- In August 2020, water service from the Gibsons Aquifer was extended to Zone 3 residents. This allows the Town to reduce its water purchases from the SCRd by 95% to 98%, and increase the water available to other users on the Coast. (For more information, see page 16.)

Advocate for improvements to highway infrastructure and ferry services

- Local governments on the Sunshine Coast regularly team up to press BC’s Transportation Minister for better, safer local highways.
- Council maintains representation on the Southern Sunshine Coast Ferries Advisory Committee, which advocates for the needs of local ferry users.
- Town staff are actively working to promote expansion of bike lanes on Ministry roads within Town boundaries, which would benefit residents of, and visitors to, the entire Sunshine Coast.

Support regional childcare needs assessment

- The Sunshine Coast Child Care Action Plan was completed in February 2020, a collaboration among the District of Sechelt, Town of Gibsons and Sunshine Coast Regional District, with support from a steering committee comprised of local child care advocates, government agencies and local business.

Develop Fringe Area Plan with SCRd (Areas E & F)

- Work to extend the Aquifer Protection DPA, so that it sits within the Elphinstone OCP and the West Howe Sound OCP, is underway.

Collaborate on regional affordable housing strategy

- Conducted in partnership with the District of Sechelt and the SCRd, a housing needs assessment was launched in spring 2020 via an online survey which attracted 604 respondents. A final report on the findings is expected to be complete in fall 2020.

Collaborate on regional wildfire and emergency plan

- In March 2020, the SCRd received a \$114,850 grant to assist with wildfire planning and prevention on the Coast.
- In June 2020, an RFP calling for prospective Proponents to develop a Coast-wide Community Wildfire Protection Plan (CWPP) closed. As at July 31st, the successful proponent had not been announced.

Collaborate to improve condition of local sports fields

- In fall 2019, Town staff met with a group of playing field stakeholders to identify the maintenance required to ensure minimum service levels and discuss sharing resources. Since then, considerable work has been undertaken to successfully improve the condition of local sports fields.

Pursue legal protection of Gibsons Aquifer recharging areas and promote consistency with bylaws relating to Aquifer protection

- The Town is working with regional, provincial and indigenous governments to further protect the Aquifer’s recharge area.

Maintain a regional approach to economic development and tourism

- Council supports and contributes financially to the work of the Sunshine Coast Regional Economic Development Organization (SCREDO) and Sunshine Coast Tourism.

Future Priority Items

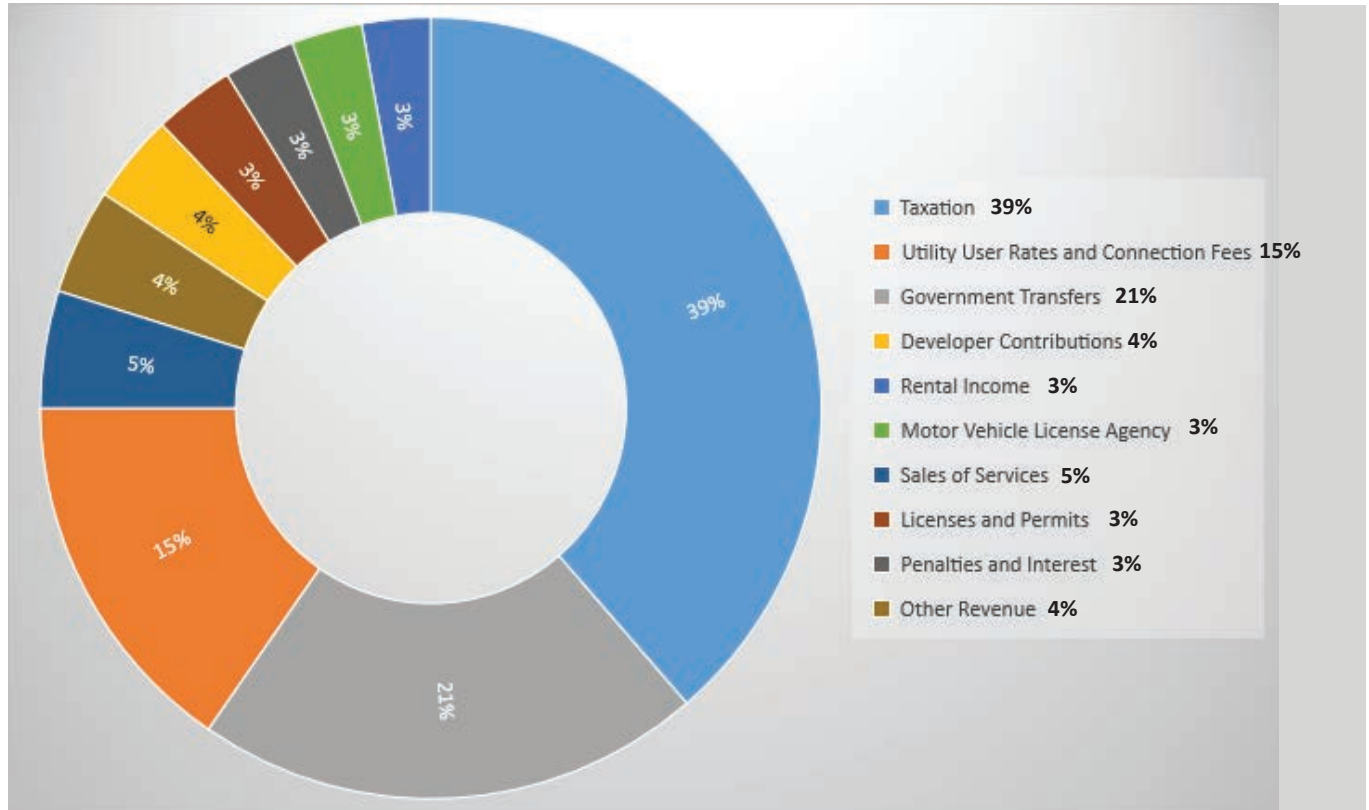
- Collaborate on regional climate resiliency strategy
- Support clean regional transportation strategies
- Collaborate on regional growth strategy



Town of Gibsons Financial Information

2019 FINANCIAL HIGHLIGHTS

WHERE THE MONEY CAME FROM: 2019 GROSS REVENUE



Taxation is the net municipal portion of all property taxes, 1% utility tax, grants in lieu of taxes levied or collected and fees & charges.

Motor Vehicle Licence (ICBC) revenues are commissions raised from the sale of vehicle insurance, driver exams, driver license renewals and special permits.

Utility User Rates and Connection Fees are revenues generated from the water & sewer funds.

Sales of Services is the revenue from the sales of goods and services to individuals, organizations or other governments. This includes garbage and organic collection user fees.

Government Transfers are essentially grants from senior levels of government.

Licenses and Permits include revenue collected from municipal licenses. It also includes revenue collected from permits such as building, construction, demolition and plumbing.

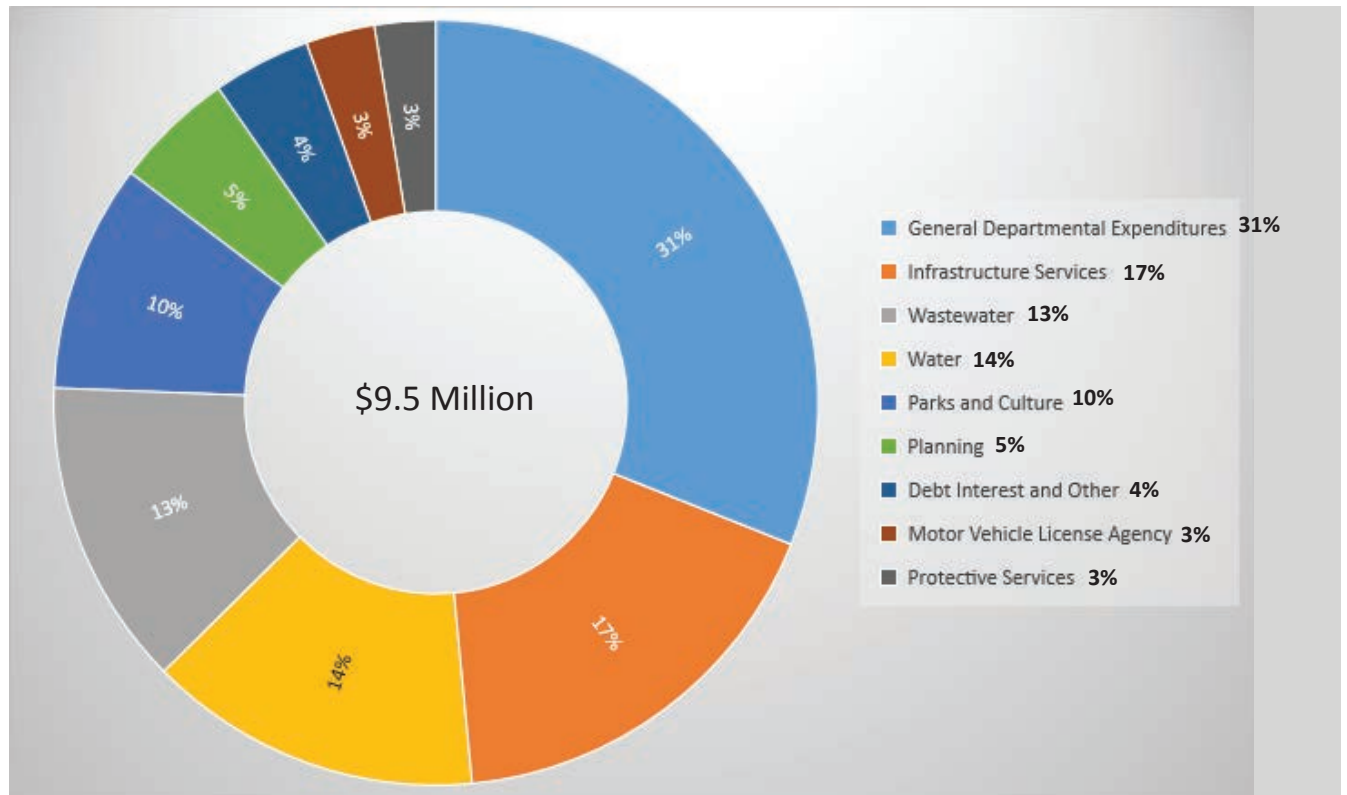
Developer Contributions are tangible capital assets recorded at their fair market value that have been transferred to the Town. These contributions are from privately developed subdivisions and include assets such as water systems, wastewater systems, storm systems, roads and parks.

Penalties and Interest are revenues generated from taxpayers who have not paid their taxes or utility bills by the due date.

Rental Income is income generated through the rental fees for use of properties and facilities owned by the Town.

Other Revenue includes revenues which are not included in the revenue categories defined above. This includes Planning & Transportation revenues.

WHAT THE MONEY WAS USED FOR: 2019 EXPENSES BY FUNCTION



General Departmental Expenditures includes Council, legislative and general administration.

Infrastructure Services includes engineering services, asset management, public works, GIS and project management.

Wastewater includes the collection system, sewer lift stations and wastewater treatment plant.

Water includes the water distribution system, wells, pumps and reservoirs.

Parks and Culture includes parks maintenance and cultural programs offered by the Town.

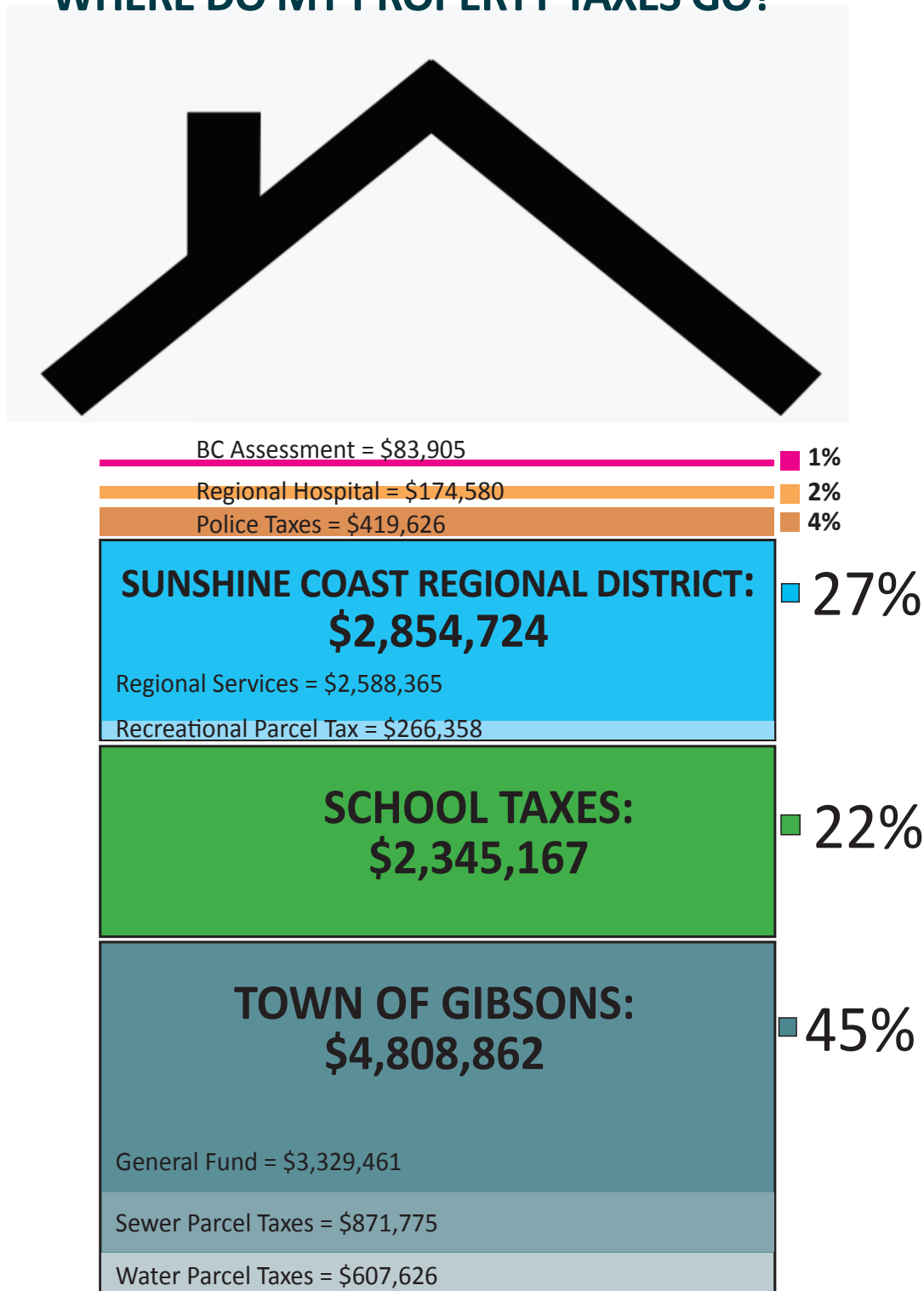
Planning The Planning Department is responsible for managing the Town's growth and development. Assistance and inquiries from residents, property owners and developers on land use, and development matters are provided.

Debt Interest and Other includes the interest the Town pays for long-term debt borrowing and bank charges.

Motor Vehicle License Agency refers to operation of I.C.B.C. Driver Services, including insurance, driver examinations, driver license renewals and special permits.

Protective Services includes the Building Inspections and Bylaw department. Services include building inspections, review of plans, inspection of construction and answering enquiries from residents, property owners, architects, engineers, builders and developers on matters related to building construction, renovation, the BC Building and Plumbing Code and applicable Provincial and Federal regulations. Bylaw Enforcement monitors and seeks compliance with the bylaws enacted by Mayor and Council to regulate the affairs of the Town of Gibsons.

2020 COLLECTION OF TAXES: WHERE DO MY PROPERTY TAXES GO?



The Town of Gibsons retains just 45% of the total property taxes it collects. The balance is distributed to five other governmental agencies, which each set their own tax rates.

TOWN OF GIBSONS FINANCIAL STATEMENTS

As at December 31, 2019

UNDERSTANDING AND INTERPRETING THE TOWN OF GIBSONS' FINANCIAL STATEMENTS

On an annual basis, the Town of Gibson's Financial Statements are prepared in accordance with provisions set out in the Community Charter and must comply with the Canadian public sector accounting standards, which provides guidance for financial and other information reported by public sectors.

There are four main components to the Town's Financial Statements:

1. Statement of Financial Position

The Statement of Financial Position reports on the Town's assets, liabilities and accumulated surplus at the end of each year. This statement will give readers an indication whether or not the Town has the necessary assets to provide services to its citizens in the future and meet its current financial commitments.

2. Statement of Operations

The Statement of Operations reports on revenues, expenses and results of operations for the entire year.

3. Statement of Changes in Net Debt

The Statement of Changes in Net Debt reconciles the annual surplus to the net debt. This reports the extent to which revenue met expenditures during the year and includes information about the acquisition and disposal of tangible assets which do not show in the Statement of Operations. A net debt position indicates that future revenues will be required to pay for past transactions and events.

4. Statement of Cashflows

The Statement of Cashflows identifies where the Town's cash came from and how it was used. This statement explains the change in cash and cash equivalents since the previous reporting period.

Notes to the Financial Statements

The notes to the Financial Statements contain important information and explanations, some of which are required by legislation and regulation. The notes highlight various aspects and provide background information on the impacts of specific values in the Financial Statements.

Additional Details

The financial statements of The Town of Gibson (the "Town") are the responsibility of management and have been prepared in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Town's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements. The financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the Town. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Town's financial statements.

WHO USES THE TOWN OF GIBSONS FINANCIAL STATEMENTS AND WHY?

Town Residents:

Town of Gibson residents use the Town's Financial Statements to help them understand how financial resources have been used to provide services to their community.

Town Council:

The Town's Financial Statements provide information to Council on its financial position. This information has been validated by a professional, independent auditor.

Governments:

Senior levels of government use the Town's Financial Statements to determine if funds were used in accordance with the funding requirements.



Town of Gibsons
Financial Statements
For the Year Ended December 31, 2019

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Management's Responsibility for the Financial Statements

The accompanying financial statements of The Town of Gibsons (the "Town") are the responsibility of management and have been prepared in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

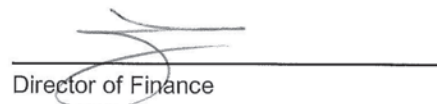
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Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the Town. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Town's financial statements.



Chief Administrative Officer



Director of Finance

May 5, 2020



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Independent Auditor's Report

To the Mayor and Council of the Town of Gibsons

Opinion

We have audited the financial statements of the Town of Gibsons (the "Town") which comprise the Statement of Financial Position as at December 31, 2019 and the Statements Operations, Changes in Net Debt, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Town of Gibsons as at December 31, 2019 and its results of operations, its change in net debt and its 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 Financial Statements section of this report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the 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 Financial Statements

Management is responsible for the preparation and fair presentation of the 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 financial statements that are free from material misstatement whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Town'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 Town, or to cease operations, or has no realistic alternative but to do so.

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

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.



Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the 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 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 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 Town'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 Town'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 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 Town 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 financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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 5, 2020

Town of Gibsons
Statement of Financial Position

December 31	2019	2018
Assets		
Financial Assets		
Cash	\$ 225,796	\$ 320,369
Portfolio investments (Note 2)	5,231,704	4,778,732
Taxes receivable	460,306	399,494
Accounts receivable	2,061,506	2,255,613
	<u>7,979,312</u>	<u>7,754,208</u>
Liabilities		
Accounts payable and accrued liabilities	1,941,898	1,506,505
Deferred revenue (Note 3)	244,897	259,517
Long-term debt (Note 4) (Schedule 1)	6,979,854	7,591,007
Development cost charges (Note 5)	1,138,557	1,098,555
	<u>10,305,206</u>	<u>10,455,584</u>
Net Debt	<u>(2,325,894)</u>	<u>(2,701,376)</u>
Non-Financial Assets		
Tangible capital assets (Note 9)	56,729,965	54,412,953
Prepaid expenses	25,218	22,895
	<u>56,755,183</u>	<u>54,435,848</u>
Accumulated Surplus (Note 6)	<u>\$ 54,429,289</u>	<u>\$ 51,734,472</u>

Mayor

Director of Finance

The accompanying notes are an integral part of these financial statements.

Town of Gibsons
Statement of Operations

For the Year Ended December 31	Fiscal Plan 2019	2019	2018
Revenue (Schedules 3 and 4)			
Taxation (Note 10)	\$ 4,720,716	\$ 4,754,784	\$ 4,421,003
Utility user rates and connection fees	1,925,574	1,886,997	1,755,235
Government transfers (Schedule 2)	2,472,379	2,588,664	1,674,221
Other contributions	-	42,368	-
Sales of services	1,050,936	599,225	556,748
Other revenue	1,256,212	1,825,697	1,429,745
Contributions from developers	766,655	454,560	3,092,600
	12,192,472	12,152,295	12,929,552
Expenses (Schedules 3 and 4)			
General departmental expenditures	6,410,422	6,428,628	6,149,023
Water system	1,330,057	1,431,499	1,262,351
Sewer system	1,332,153	1,320,921	1,249,434
Motor vehicle license agency	286,088	275,780	269,946
Loss on disposal of tangible capital assets	-	650	132,051
	9,358,720	9,457,478	9,062,805
Annual Surplus	2,833,752	2,694,817	3,866,747
Accumulated Surplus, beginning of year	51,734,472	51,734,472	47,867,725
Accumulated Surplus, end of year	\$ 54,568,224	\$ 54,429,289	\$ 51,734,472

Fiscal Plan (Note 14)

The accompanying notes are an integral part of these financial statements.

Town of Gibsons
Statement of Changes in Net Debt

For the Year Ended December 31	Fiscal Plan 2019	2019	2018
Annual Surplus	\$ 2,833,752	\$ 2,694,817	\$ 3,866,747
Acquisition of tangible capital assets	(10,686,000)	(3,862,675)	(5,537,010)
Amortization of tangible capital assets	1,390,100	1,545,013	1,506,891
Loss on disposal of tangible capital assets	-	650	132,051
	<u>(9,295,900)</u>	<u>(2,317,012)</u>	<u>(3,898,068)</u>
Net acquisition of prepaid expenses	-	(2,323)	(14,500)
Change in net debt for the year	(6,462,148)	375,482	(45,821)
Net debt, beginning of year	(2,701,376)	(2,701,376)	(2,655,555)
Net debt, end of year	\$ (9,163,524)	\$ (2,325,894)	\$ (2,701,376)

Fiscal Plan (Note 14)

The accompanying notes are an integral part of these financial statements.

Town of Gibsons		
Statement of Cash Flows		
For the Year Ended December 31	2019	2018
Cash provided by (used in)		
Operating transactions		
Annual surplus	\$ 2,694,817	\$ 3,866,747
Items not involving cash		
Development cost charges recognized	(376,810)	(250,575)
Contributed tangible capital assets	(638,000)	(2,416,745)
Loss on disposal of tangible capital assets	650	132,051
Amortization	1,545,013	1,506,891
	3,225,670	2,838,369
Changes in non-cash operating balances		
Accounts and taxes receivable	133,295	(1,032,324)
Accounts payable and accrued liabilities	435,393	(460,482)
Prepaid expenses	(2,323)	(14,500)
Deferred revenue	(14,620)	36,977
	3,777,415	1,368,040
Capital transaction		
Acquisition of tangible capital assets	(3,224,675)	(3,120,265)
Investing transactions		
Change in portfolio investments, net	(452,972)	579,552
Financing transactions		
Issuance of long-term debt	-	1,784,000
Development cost charges contributions	385,698	196,995
Interest on development cost charges	31,114	26,151
Repayment of debt	(611,153)	(627,138)
	(194,341)	1,380,008
Increase (decrease) in cash during year	(94,573)	207,335
Cash, beginning of year	320,369	113,034
Cash, end of year	\$ 225,796	\$ 320,369

The accompanying notes are an integral part of these financial statements.

The Town of Gibsons (the "Town") is a municipality in the Province of British Columbia and operates under the provisions of the Local Government Act and Community Charter. The Town provides municipal services such as public works, planning, parks, garbage collection and other general government services.

These financial statements are prepared by management in accordance with Canadian public sector accounting standards using guidelines developed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

1. Significant Accounting Policies

(a) Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is put into use. Contributed tangible capital assets are recorded at fair value at the time of the contribution.

Estimate useful lives of tangible capital assets are as follows:

Buildings	50 to 60 years
Equipment and Furniture	5 to 25 years
Vehicles	10 to 15 years
Roads	15 to 80 years
Drainage	30 to 80 years
Geo Utility	10 to 80 years
Other Tangible Capital Assets	15 to 40 years
Sewer Infrastructure	3 to 80 years
Water Infrastructure	10 to 80 years
Work in Progress	Not amortized until put into use

The Town is fortunate to have many natural assets that reduce the need for engineered infrastructure that would otherwise be required. This includes the Gibsons aquifer (water storage and filtration), creeks, ditches and wetlands (rain water management) and the foreshore area (natural seawall). Canadian public sector accounting standards do not allow for the valuation and recording of such assets into the financial statements of the Town. As such, these natural assets are not reported in these financial statements. The Town's ability to provide services is dependent on the ability of these assets to withstand the impacts of climate change and to continue to perform as required. Recognizing this importance of this, the Town is investing in natural assets to increase our resiliency to climate change. This investment includes: foreshore restoration, urban forest planning, creek assessment and monitoring, aquifer monitoring, expansion of drainage ponds as well as upgrading a seaside sanitary pump station.

1. Significant Accounting Policies (Continued)

(b) Revenue Recognition

Taxes are recorded in the period when they meet the definition of an asset, have been authorized and the taxable event occurs. Annual levies for non-optional municipal services and general administrative services are recorded as taxes for municipal services in the year they are levied. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts. Levies imposed by other taxing authorities and collected on their behalf are not included as taxation revenue.

Through the British Columbia Assessments appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded.

Sales of service and other revenue is recognized on an accrual basis as services are rendered.

Charges for sewer and water usage are recorded as utility user fees. Connection fee revenues are recognized when the connection has been established.

Receipts which are restricted by agreement with external parties are recorded as deferred revenue at the time they are received. When the qualifying expenditures are incurred the related contributions are brought into revenue.

(c) Government Transfers

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Government transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Government transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

(d) Cash

Cash includes all highly liquid investments with maturity of three months or less at acquisition.

(e) Portfolio Investments

Portfolio investments represent pooled investment funds and term deposits and are recorded at market values which approximate cost.

1. Significant Accounting Policies (Continued)

(f) Collection of Taxes on Behalf of Other Entities

The Town collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of entities are not reflected in these financial statements.

(g) Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the statement of financial position. The revenue is recognized in the statement of operations in the year in which it is used for the specified purpose.

Revenues from the sale of business licenses, dog tags and rental revenues pertaining to the subsequent year have been deferred. These amounts will be recognized as revenue in the period services are provided.

(h) Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when all the following criteria are met:

- an environmental standard exists;
- contamination exceeds the environmental standard;
- the Town is directly responsible or accepts responsibility;
- it is expected that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

As at December 31, 2019 and 2018, the Town has reported no amounts as liability for contaminated sites.

Town of Gibsons
Notes to the Financial Statements

December 31, 2019

1. Significant Accounting Policies (Continued)

(i) Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Areas requiring the greatest degree of estimation include useful lives of tangible capital assets and collectability of receivables.

2. Portfolio Investments

Portfolio investments include CIBC high interest savings, BC Credit Union term deposits and Municipal Finance Authority Pooled Investments. CIBC high interest savings and BC Credit Union term deposits yielded an effective interest rate of 2.25% - 2.46% (2018 - 1.75% - 2.25%) and are redeemable at any time. MFA money market funds include securities issued by federal and provincial governments, Canadian banks and highly rated corporations. The money market fund yielded an annualized interest rate of 1.86% (2018 - 1.65%) and its investments are redeemable at any time.

Not included in portfolio investments are \$2,832,652 (2018 - \$558,240) related to developer deposits that are refundable should the developer meet certain conditions.

3. Deferred Revenue

Deferred revenue represents funds received, which are held for various restricted purposes. These funds are recognized as revenue in the period when the eligible related expenditures or restrictions have been met.

	2018	Receipts	Revenue Recognized	2019
Donations	\$ 17,668	\$ -	\$ -	\$ 17,668
Prepaid rent	132,595	-	-	132,595
Prepaid services	109,254	94,634	(109,254)	94,634
	<u>\$ 259,517</u>	<u>\$ 94,634</u>	<u>\$ (109,254)</u>	<u>\$ 244,897</u>

Town of Gibsons
Notes to the Financial Statements
December 31, 2019

4. Debt

(a) Future principal requirements on existing long-term debt:

2020	\$ 547,346
2021	531,066
2022	528,981
2023	452,824
2024	469,793
2024 and onwards	4,449,844
	<u>\$ 6,979,854</u>

(b) Unissued Debt

The following approved debt remained unissued as at December 31, 2019:

Loan Authorization	Expiry	Gross Amount Approved	Unissued Amount	Temporary Borrowings
1264 Sewer Capital Improvements	2024	1,760,000	1,760,000	-
1265 Water Capital Improvements	2024	3,329,000	3,329,000	-

5. Development Cost Charges

	Roads	Drainage	Water	Sewer	Total
Balance, January 1, 2018	\$ 199,878	\$ 585,198	\$ -	\$ 340,908	\$ 1,125,984
Interest received	4,991	13,289	91	7,780	26,151
Developer contributions	111,234	34,696	23,958	27,107	196,995
Expenditures	-	(159,142)	(23,957)	(67,476)	(250,575)
Balance, December 31, 2018	316,103	474,041	92	308,319	1,098,555
Interest received	10,034	12,272	554	8,254	31,114
Developer contributions	219,162	41,483	53,005	72,048	385,698
Expenditures	(32,879)	(34,555)	-	(309,376)	(376,810)
Balance, December 31, 2019	\$ 512,420	\$ 493,241	\$ 53,651	\$ 79,245	\$ 1,138,557

Town of Gibsons
Notes to the Financial Statements

December 31, 2019

6. Accumulated Surplus

The Town segregates its accumulated surplus in the following categories:

	2019	2018
Total Operating Fund (a)	\$ 2,881,488	\$ 3,366,800
Reserve Fund (b)	1,797,690	1,545,726
Investment in tangible capital assets (c)	49,750,111	46,821,946
	<u>\$ 54,429,289</u>	<u>\$ 51,734,472</u>

- (a) Included in the total are funds externally restricted related to the Estate of Muriel Haynes of \$204,698 (2018 - \$199,794). These funds are to be spent on capital improvements at the Gibsons Pool for the general benefit of the community of Gibsons as a whole.
- (b) Reserve funds represent funds set aside bylaw or council resolution for specific purposes and are comprised of the following:

	Capital Works	Community Works	Public Parking	Park Acquisition	Affordable Housing	Community Amenity	Total
Balance, January 1, 2018	\$ 263,683	\$ -	\$ 117,521	\$ 28,743	\$ 315,761	\$ -	\$ 725,708
Interest Received	5,933	9,839	2,644	647	7,105	1,664	27,832
Contributions and transfers	-	-	-	-	270,000	150,000	420,000
Operating fund transfers	145,143	630,322	-	-	-	-	775,465
Expenditures	(62,159)	(306,605)	-	-	(7,002)	(27,513)	(403,279)
Balance, December 31, 2018	352,600	333,556	120,165	29,390	585,864	124,151	1,545,726
Interest received	8,674	13,397	2,956	723	14,412	3,054	43,216
Contributions and transfers	-	500,142	-	-	1,650	-	671,792
Operating fund transfers	170,000	-	-	-	-	-	-
Expenditures	(6,000)	(299,593)	-	-	(34,175)	(123,276)	(463,044)
Balance, December 31, 2019	\$ 525,274	\$ 547,502	\$ 123,121	\$ 30,113	\$ 567,751	\$ 3,929	\$1,797,690

Town of Gibsons
Notes to the Financial Statements
December 31, 2019

6. Accumulated Surplus (Continued)

- (c) The investment in tangible capital assets represents amounts already spent and invested in infrastructure.

	2019	2018
Tangible capital assets	\$56,729,965	\$54,412,953
Amounts financed by:		
Long-term debt	(6,979,854)	(7,591,007)
Investment in TCA	\$49,750,111	\$46,821,946

7. Commitments

(a) Integration of Regional District and Town Water Supply

The Town has entered into a Bulk Water Supply Agreement with the Sunshine Coast Regional District to provide water supply to Zone 3 residents. In 2019, the Town purchased 228,395 m³ of water (2018 – 214,569 m³) at a cost of \$315,036 (2018 - \$285,372). The twenty-five year agreement commenced June 3, 2013 and expires June 2, 2038.

(b) Residential Garbage Services

On March 1, 2019, the Town entered into an agreement for residential garbage pickup and disposal, at an approximate annual cost of \$206,000. The five-year agreement commenced March 1, 2019 and expires February 28, 2024.

(c) Residential Organics Services

On April 1, 2019, the Town entered into an agreement for residential organics pickup and disposal services at an approximate annual cost of \$272,000. The five-year agreement commenced on April 1, 2019 and expires on March 31, 2024.

Town of Gibsons
Notes to the Financial Statements

December 31, 2019

8. Pension Plan

The Town and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly-trusted pension plan. The board of Trustees, representing plan members and employers, is responsible for administering the management of the Plan, including investment of the assets and administration of the benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2018, the Plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 44,000 contributors from local government.

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 funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation as at December 31, 2018 indicated a \$2,866 Million funding surplus for basic pension benefits on a going concern basis.

The Town paid \$248,691 (2018 - \$253,923) for employer contributions while employee contributions totaled \$220,053 (2018 - \$216,845) to the Plan in fiscal 2019.

The next valuation will be as at December 31, 2021, with results available in 2022. Employers participating in the plan record their pension expense at 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.

Town of Gibsons
Notes to the Financial Statements
December 31

9. Tangible Capital Assets

	Land	Buildings	Furn. and Equip.	Vehicles	Roads	Drainage	Geo Utility	Other Tangible Capital Assets	Sewer Utility	Water Utility	Work In Progr.	2019	2018
Cost, beginning of year	\$10,326,892	\$ 7,224,372	\$ 509,158	\$ 1,472,493	\$17,007,600	\$ 6,840,829	\$ 1,250,867	\$ 2,973,112	\$14,093,142	\$15,342,203	\$ 666,984	\$77,707,652	\$ 72,662,895
Additions	638,000	35,534	-	-	-	-	-	131,139	340,842	166,220	2,550,940	3,862,675	5,537,010
Disposals	-	(3,541)	-	-	-	-	-	-	-	-	-	(3,541)	(492,253)
Transfers	-	61,113	-	-	-	-	-	161,031	35,260	51,903	(309,307)	-	-
Cost, end of year	10,964,892	7,317,478	509,158	1,472,493	17,007,600	6,840,829	1,250,867	3,265,282	14,469,244	15,560,326	2,908,617	81,566,786	77,707,652
Accumulated amortization, beginning of year	-	3,288,046	441,879	872,454	6,897,233	1,611,125	172,384	1,377,584	4,930,813	3,703,181	-	23,294,699	22,148,005
Amortization	-	176,501	26,410	84,642	487,116	88,052	26,926	96,895	255,920	302,551	-	1,545,013	1,506,891
Disposals	-	(2,891)	-	-	-	-	-	-	-	-	-	(2,891)	(360,197)
Accumulated amortization, end of year	-	3,461,656	468,289	957,096	7,384,349	1,699,177	199,310	1,474,479	5,186,733	4,005,732	-	24,836,821	23,294,699
Net carrying amount, end of year	\$10,964,892	\$ 3,855,822	\$ 40,869	\$ 515,397	\$ 9,623,251	\$ 5,141,652	\$ 1,051,557	\$ 1,790,803	\$ 9,282,511	\$11,554,594	\$ 2,908,617	\$56,729,965	\$ 54,412,953

Town of Gibsons
Notes to the Financial Statements

December 31, 2019

10. Taxation

	Fiscal Plan 2019	2019	2018
General municipal purposes	\$ 3,342,301	\$ 3,336,783	\$ 3,071,603
Specified area requisitions	-	7,639	40,298
Collections for other governments			
Province of British Columbia - School	-	2,766,901	2,572,611
Regional District Hospital	-	178,295	174,365
Municipal Finance Authority	-	387	336
British Columbia Assessment Authority	-	79,243	73,334
Regional District	-	2,674,283	2,564,726
Police Tax	-	400,882	373,691
	3,342,301	9,444,413	8,870,964
Transfers to other governments			
Province of British Columbia - School	-	(2,766,729)	(2,572,539)
Regional Hospital District	-	(178,417)	(174,626)
Municipal Finance Authority	-	(387)	(336)
British Columbia Assessment Authority	-	(79,261)	(73,451)
Regional District	-	(2,674,428)	(2,567,513)
Police Tax	-	(401,054)	(373,763)
	-	(6,100,276)	(5,762,228)
Total general municipal taxes	3,342,301	3,344,137	3,108,736
Frontage, local improvement and parcel taxes			
Water system	566,536	581,106	541,453
Sewer system	811,879	829,541	770,814
	1,378,415	1,410,647	1,312,267
	\$ 4,720,716	\$ 4,754,784	\$ 4,421,003

Town of Gibsons
Notes to the Financial Statements
December 31, 2019

11. Gibsons Landing Harbour Authority

The Gibsons Landing Harbour Authority (the "GLHA") is an independently operated organization of which the Town of Gibsons is the sole member. The Town controls the board appointments of the GLHA. However, its bylaws require that upon dissolution or wind-up, its net assets will revert to the Department of Fisheries - Government of Canada. As such, the GLHA is not accounted for on a consolidated or equity basis and the transactions and balances of the Harbour Authority are not disclosed elsewhere in these financial statements.

The following summarizes the transactions and balances of the Gibsons Landing Harbour Authority as of its latest fiscal year ended March 31, 2019 as presented in their annual unaudited financial statements:

	2019	2018
Assets		
Cash	\$ 139,103	\$ 231,024
Other assets	157,857	22,424
Property and equipment	673,757	735,614
	970,717	989,062
Liabilities	61,998	48,780
Deferred capital contributions	457,558	508,398
Net assets	451,161	431,884
	970,717	989,062
Revenues for the year		
Moorage	255,633	255,624
Other revenues	135,611	178,862
	391,244	434,486
Expenses for the year		
Wages	180,714	162,713
Other expenses	191,253	270,003
	371,967	432,716
Excess of revenues over expenses for the year	\$ 19,277	\$ 1,770

12. Contingent Liabilities

- (a) As a member of the Sunshine Coast Regional District, the Town is responsible for its portion of any operating deficit or long-term debt related to functions in which it participates.
- (b) The Sunshine Coast Regional District has requested and has been provided with demand notes drawn in its favour totaling \$282,296 (2018 - \$318,637) to provide for additional funds, should the need arise, to service its debt in which the Town shares.
- (c) The Town is partially self-insured through the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible that the Town, along with the other participants, would be required to contribute towards the deficit.

13. Contractual Rights

(a) Contributed Tangible Capital Assets

Subdivision developers are required to provide subdivision infrastructure such as streets, lighting, sidewalks, and drainage. Upon completion these assets are turned over to the Town. Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and are also recorded as revenue.

(b) RCMP Funding

The Town has entered into an agreement with the Royal Canadian Mounted Police for the occupancy of the RCMP station on Sunnycrest Road for the provision of policing services for the Town. In return, the Town has received a commitment to receive annual lease revenue of \$159,000. This agreement will be reviewed once the Town's population exceeds 5,000.

(c) Marina Lease

The Town has entered into a Marina Lease Agreement with Gibsons Marina Hotel Incorporated (GMHI) for a 30 year term, expiring February 28, 2042. In return, the Town has received a commitment to receive annual lease revenue which is based on a portion of annual gross revenue earned by GMHI.

14. Fiscal Plan

Fiscal plan amounts represent the Financial Plan Bylaw adopted by Council on May 7, 2019. The Financial Plan does not include certain revenues that are accounted for under Canadian public sector accounting standards. The budget amounts disclosed in the statement of operations and statement of changes in net debt include \$766,655 related to contributions from developers and \$1,465,510 related to government transfers that were not included as revenues in the Financial Plan Bylaw.

The Financial Plan Bylaw included certain revenues and expenses that the Town administers on behalf of the Gibsons Public Market. As these amounts do not relate to the Town's operations they are excluded from the budget amounts disclosed in the statement of operations and statement of changes in net debt.

15. Segmented Information

The Town is a diversified municipal government institution that provides a wide range of services to its citizens such as roads, water, sewer and drainage infrastructure, garbage collection and parks. The Town also contributes to the costs of fire protection and transit which are under the jurisdiction of the Sunshine Coast Regional District. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

Corporate Services

The Corporate Services Department is the communications link between Council and other Municipal Departments and the general public, providing assistance and advice to citizens with respect to Council/Committee processes, reporting procedures and decisions. A segment of this department is the ICBC Autoplan and Driver Licensing Agency.

Finance

The Finance Department is responsible for the overall financial and risk management of the Town.

ICBC Autoplan and Driver Licensing Agency

This department, under an agency agreement, provides ICBC Autoplan and Driver Licensing services. Autoplan services consist of vehicle registration and insurance renewals and Driver Licensing services include driver licence renewals, road tests and the processing of motor vehicle fines.

Parks and Cultural Services

The Parks and Cultural Services Department contributes to the quality of life and personal wellness of the community through the provision of a variety of special events, programs, services and facilities.

15. Segmented Information (Continued)

Planning

This department provides short-term and long-term planning services.

- Short-Term Planning includes the processing of subdivision and development applications.
- Long-Term Planning includes work with the community on reviewing the Town's Official Community Plan, developing new Neighbourhood Plans, the Trail and Bicycle Network Plans and the review of relevant bylaws.

Protective Services

Protection is comprised of bylaw enforcement and building inspection.

- Bylaw enforcement administers, monitors, and seeks compliance with the bylaws enacted by the Mayor and Council to regulate the conduct of affairs in the Town of Gibsons.
- The Town of Gibsons Building Department maintains the quality of life for Gibsons' citizens by regulating all construction within the Town. This is achieved through the use of the Town of Gibsons Building and Plumbing Bylaw, the British Columbia Building Code, the British Columbia Fire Code and other related bylaws and enactments within the Town of Gibsons.

Public Works

Public works is responsible for the essential services of the Town:

- ensuring clean and safe water to our Town, supplied through underground pipes, wells and reservoirs;
 - maintaining a separate system of underground pipes to collect sewer or waste water for proper treatment prior to discharging it;
 - providing and maintaining the Town's roads, sidewalks, street lights, signage and line markings, storm drainage and hydrants; and
 - providing other key services including street cleaning and the coordination of residential garbage collection services.
-

16. Comparative Information

Certain comparative information has been reclassified to conform with the financial statement presentation adopted in the current year.

17. Subsequent Events

Subsequent to year end, the impact of COVID-19 in Canada and the global economy increased significantly. As the impacts of COVID-19 continue, there could be further impact on the Town, its citizens, employees and suppliers that could affect the timing and amounts realized on the Town's assets and future ability to deliver services and projects. At this time, the full potential impact of COVID-19 on the Town is not known. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The Town's ability to continue delivering non-essential services and employ related staff will depend on the legislative mandates from the various levels of government. The Town will continue to focus on collecting receivables, managing expenditures, and leveraging existing reserve and available credit facilities to ensure it is able to continue providing essential services to its citizens.

Town of Gibsons
Schedule 1 - Long-Term Debt

For the Year Ended December 31

Loan Authorization Bylaw	Purpose	Year of Maturity	Rate	Balance	Outstanding
				2019	2018
General					
890	Downtown revitalization	2019	2.10%	\$ -	\$ 83,035
1057	Road improvement	2022	2.90%	159,097	208,103
1093	Road improvements	2029	2.25%	50,741	54,804
1105	Capital improvements	2020	4.50%	34,853	68,366
1126	RCMP Building	2031	3.56%	1,588,311	1,689,951
1231	Road improvement	2027	2.80%	322,585	357,806
1234	Capital improvements	2021	*	44,000	66,000
1246	Road improvements	2038	3.15%	1,717,607	1,784,000
				3,917,194	4,312,065
Water					
1093	Cross connection control and water meter	2029	2.25%	516,829	558,221
1057	Water mains	2022	2.90%	106,065	138,735
1134	Zone 2 Reservoir	2032	2.90%	730,059	772,279
1186	Water mains	2034	3.30%	589,040	617,325
				1,941,993	2,086,560
Sewer					
977	Waste Water Treatment Plant upgrade	2031	4.85%	1,120,667	1,192,382
				\$ 6,979,854	\$ 7,591,007

* This financing bears interest at the 30-day Banker's Acceptance rate, is calculated daily and is payable monthly.

Town of Gibsons
Schedule 2 - Government Transfers

For the Year Ended December 31	Fiscal Plan 2019	2019	2018
Government Transfers			
Federal Government			
In lieu of taxes - general	\$ 15,000	\$ 14,207	\$ 14,670
Land Transfer	-	638,000	-
	<u>15,000</u>	<u>652,207</u>	<u>14,670</u>
Provincial Government			
Small Communities	488,515	497,203	488,515
Planning	-	55,000	-
Street lighting	1,000	1,318	989
Other	-	36,516	485,733
Community Works	502,354	500,142	251,178
Clean Water and Waste Water Fund	-	-	284,120
New Build Canada Fund*	1,465,510	846,278	149,016
	<u>2,457,379</u>	<u>1,936,457</u>	<u>1,659,551</u>
	<u>\$ 2,472,379</u>	<u>\$ 2,588,664</u>	<u>\$ 1,674,221</u>

* This grant is provided under the New Build Canada - Small Communities Fund. The program is administered by the Province and includes matching Federal funding.

Town of Gibsons
Schedule 3 - Statement of Operations by Segment

For the Year Ended December 31, 2019	General Government Services	ICBC Autoplan Licence Agency	Protective Services	Planning and Economic Devel. Services	Public Works	Park Services	Unallocated	Water Utility	Sewer Utility	Total 2019 Actual	Total 2019 Fiscal Plan
Revenues											
Taxation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,344,137	\$ 581,106	\$ 829,541	\$ 4,754,784	\$ 4,720,716
Utility user rates and connection fees	-	-	-	-	-	-	-	1,110,272	776,725	1,886,997	1,925,574
Government transfers	503,878	-	-	55,000	672,098	-	511,410	-	846,278	2,588,664	2,472,379
Other contributions	2,000	-	-	-	-	-	-	-	40,368	42,368	-
Sales of services	5,169	-	15,534	-	578,522	-	-	-	-	599,225	1,050,936
Other revenue	283,279	362,747	465,900	-	171,002	4,943	442,813	44,466	50,547	1,825,697	1,256,212
Contributions from developers	40,064	-	-	1,650	103,469	-	-	-	309,377	454,560	766,655
Total Revenues	834,390	362,747	481,434	56,650	1,525,091	4,943	4,298,360	1,735,844	2,852,836	12,152,295	12,192,472
Expenses											
Operating											
Goods and Services	1,007,270	7,624	24,380	276,342	871,827	358,227	-	751,256	619,754	3,916,679	4,163,568
Labour	941,277	268,156	220,556	205,190	778,405	555,030	-	280,362	354,776	3,603,752	3,607,752
Debt interest and other	203,581	-	-	-	-	-	-	97,330	90,473	391,384	197,300
Amortization of tangible capital assets	986,543	-	-	-	-	-	-	302,551	255,919	1,545,013	1,390,100
Loss on disposal of tangible capital assets	3,138,671	275,780	244,936	481,532	1,650,232	913,257	-	1,431,499	1,320,922	9,456,828	9,358,720
	650	-	-	-	-	-	-	-	-	650	-
Total Expenses	3,139,321	275,780	244,936	481,532	1,650,232	913,257	-	1,431,499	1,320,922	9,457,478	9,358,720
Excess (deficiency) in revenues over expenses	\$ (2,304,931)	\$ 86,967	\$ 236,498	\$ (424,882)	\$ (125,141)	\$ (908,314)	\$ 4,298,360	\$ 304,345	\$ 1,531,914	\$ 2,694,817	\$ 2,833,752

Town of Gibsons

Schedule 4 - Statement of Operations by Segment

For the Year Ended December 31, 2018	General Government Services	ICBC Autoplan Driver Licence Agency	Protective Services	Planning and Economic Devel. Services	Public Works	Park Services	Unallocated	Water Utility	Sewer Utility	Total 2018 Actual	Total 2018 Fiscal Plan
Revenues											
Taxation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,108,736	\$ 541,453	\$ 770,814	\$ 4,421,003	\$ 4,393,781
Utility user rates and connection fees	-	-	-	-	-	-	-	1,026,857	728,378	1,755,235	1,681,333
Government transfers	403,879	-	-	-	334,021	-	503,185	284,120	149,016	1,674,221	1,677,774
Sales of services	26,086	-	19,750	-	510,912	-	-	-	-	556,748	874,914
Other revenue	236,965	338,149	279,118	-	151,754	2,214	335,280	40,501	45,764	1,429,745	1,332,064
Contributions from developers	31,255	-	-	270,000	2,226,491	150,000	-	208,923	205,931	3,092,600	376,489
Total Revenues	698,185	338,149	298,868	270,000	3,223,178	152,214	3,947,201	2,101,854	1,899,903	12,929,552	10,336,355
Expenses											
Operating											
Goods and Services	815,258	7,129	34,969	238,507	1,104,933	201,347	-	582,292	593,225	3,577,660	4,107,791
Labour	884,675	262,817	172,507	191,617	809,724	516,815	-	289,873	310,732	3,438,760	3,503,409
Debt interest and other	219,640	-	-	-	-	-	-	97,330	90,473	407,443	386,140
Amortization of tangible capital assets	959,031	-	-	-	-	-	-	292,856	255,004	1,506,891	1,355,750
Loss on disposal of tangible capital assets	2,878,604	269,946	207,476	430,124	1,914,657	718,162	-	1,262,351	1,249,434	8,930,754	9,353,090
	130,747	-	-	-	-	-	-	1,304	-	132,051	-
Total Expenses	3,009,351	269,946	207,476	430,124	1,914,657	718,162	-	1,263,655	1,249,434	9,062,805	9,353,090
Excess (deficiency) in revenues over expenses	\$ (2,311,166)	\$ 68,203	\$ 91,392	\$ (160,124)	\$ 1,308,521	\$ (565,948)	\$ 3,947,201	\$ 838,199	\$ 650,469	\$ 3,866,747	\$ 983,265

CONTRIBUTIONS TO THE COMMUNITY: GRANTS OF ASSISTANCE

Organization	2,019	2018
Coasting Along Theatre Society	750	
Coast Cultural Alliance (Arts Calendar, Arts Crawl)	1,800	1,800
Community Resource Centre - Seniors Planning Table	2,500	
Dakota Ridge Nordics	750	
Deer Crossing Art Farm	2,000	2,500
Gibsons Seniors Centre Society	4,000	0
Gibsons Marine Rescue Society		1,000
Gibsons Outrigger Race		1,000
Gibsons Public Art Gallery	2,000	4,300
Gooberville Multimedia		500
Huckleberry Coast Childcare Society	1,000	1,000
Popsicle Bridge Contest	250	
Restorative Justice Program of the Sunshine Coast		500
Salvation Army - Sunshine Coast	500	0
School District No. 46 (Student Bursary)	1,000	1,000
Sea Cavalcade Committee	14,707	15,110
Special Olympics Sunshine Coast	1,000	
Sunday in the Park with Pride Society	1,000	1,000
Sunshine Coast Branch of the BC Schizophrenia Society	1,000	0
Sunshine Coast Community Services Society (Crisis Support Worker)		400
Sunshine Coast Community Services Society (Parent & Tot Summer Prog.)	2,000	800
Sunshine Coast Community Services Society (Childre's Fest & Duck Pluck)	1,000	
Sunshine Coast Hospice Society	1,000	600
Sunshine Coast Jazz Society	2,000	
Tetrahedron Outdoor Club		750
Tides Canada Initiative	1,000	1,000
Transportation Choices Sunshine Coast	500	1,000
	41,757	34,260

PERMISSIVE TAX EXEMPTIONS

Name of Property Owner/Occupier	Total Property Value	Tax Class	Tax Exemption*
Good Samaritan Canada (Christenson Village)	\$ 22,327,000	1	\$26,250
Gibsons Community Fellowship Society	473,000	8	\$2,315
Gibsons Community Fellowship Society	523,800	8	\$2,564
01987152 BC Ltd. (Gibsons Public Market)	1,128,000	6	\$5,521
Pentacostal Assemblies of Canada (Christian Life Assembly)	1,013,000	8	\$4,958
Royal Canadian Legion Branch #109	508,000	8	\$2,487
Royal Canadian Legion Branch #109	1,142,000	1	\$5,590
Gibsons Public Art Gallery	961,000	6	\$4,704
Gibsons Public Art Gallery	138,000	6	\$675
S.C. Community Services Society (Community Treasures Thrift Shop)	669,000	6	\$3,275
Parish of St. Aidan and St. Bartholomew Anglican Church	1,764,000	8	\$8,634
Sunshine Coast Kiwanis Village (Village Apartments)	2,011,000	1	\$3,152
Gibsons Congregation of Jehovah's Witnesses	373,600	8	\$1,829
Calvary Baptist Church	869,200	8	\$4,254
Roman Catholic Archbishop of Vancouver (St. Mary's Catholic Church)	1,527,900	8	\$7,479
	\$ 35,428,500		\$83,687
*Includes Statutory Exemption if applicable			



Photos of 2019 Lantern Festival by Jessica A Gihon

ENGAGE WITH US (IT'S EASY!)

There are many ways to learn about what's happening in your Town, whether you prefer to attend Council meetings, have information sent directly to your inbox, or follow us on Facebook.

Town Website

Your guide to Town services, Council Meetings, Important Notices, reports, mapping, special projects, events and more. Find it all at www.gibsons.ca.

CivicWeb Portal

Access agendas for upcoming meetings, review minutes from past meetings, view staff reports, research bylaws – every detail about past, present and future activities at Town Hall can be found at: <https://gibsons.civicweb.net/portal/>

Digital Newsletter

Have all the latest news from Town Hall sent directly to your inbox. Sign up for our digital newsletter at gibsons.ca or by sending an email with “sign me up” in the subject line to info@gibsons.ca. It's the easiest way to stay informed about what's happening in your Town!

Social Media

Follow us on Facebook, Instagram, LinkedIn or Twitter by clicking on the icons at www.gibsons.ca.

Council Meetings

The powers of Mayor and Council are exercised through the adoption of resolutions or the enactment of bylaws at regularly scheduled Council meetings. Council holds two regular meetings each month (except August) on the first and third Tuesdays at 7:00pm. Meetings are open to the public and agendas are available at Town Hall and on the Town's CivicWeb Portal at <https://gibsons.civicweb.net/portal/>.

Muni Memo

For reminders about upcoming events, civic payments coming due, new Town Hall services and more, look for the “Muni Memo” bulletin in the Coast Reporter, on the first and third Friday of each month.

Talk of the Town

For insight directly from the Mayor (or other Councillor) on Gibsons' happenings, look for the “Talk of the Town” column on the second Thursday of each month in The Local newspaper.

Public Information Meetings

Held on an “as-needed” basis, Public Information Meetings provide residents with key information about important topics such as the Town's current budget and major capital projects.

Annual Report

As required under the Community Charter, the Annual Report is a means for local government to report on financial and operational information, progress made on the previous year's objectives and to set out current and future strategic goals and objectives. A new report is produced and made available to the public each year by June 30th. (August 31st in 2020, due to COVID-19).



[visit gibsons.ca](http://visitgibsons.ca)

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