REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON MONDAY, JANUARY 9, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present: Mayor Brenda Broughton
         Councillor Scott Ando
         Councillor Fred Bain
         Councillor Ron McLaughlin
         Councillor Joanne Ronsley
         Treasurer Anne-Marie Koiner
         Office Coordinator Alexandra Hejduk
         Accounting Clerk Hayley Cook (recorder)

Regrets: Village Manager Rory Mandryk
         Public Works Manager Partridge

1. Call to Order

   Mayor Broughton called the Regular Meeting of the Council of January 9, 2011 to order at 7:00pm.

2. Approval of Agenda

   Resolution

   Moved by Councillor Ronsley
   Seconded by Councillor Bain

   Resolved that: Council approve the Agenda of Regular Council Meeting of January 9, 2011, with the following additions:
   7D School Playground Project
   12B Community Gardens
   13 In Camera item

   Carried...

3. Public Participation – none

4. Delegations - None
5. **Adoption of Minutes**
   
   A. Regular Council Meeting of December 13, 2011

   **Resolution**

   Moved by Councillor Ando
   Seconded by Councillor McLaughlin

   **Resolved that:** Council approve the minutes of the Regular Council Meeting of December 13, 2011 with the following changes:
   
   Page 3, correct the amounts of the monies owed from grants from $10,000 to $1,000 and $189,000 to $189,009.

   **Carried...**

6. **Business Arising from the Minutes**

   - Add Seismic Assessment to the next agenda
   - The final report for the Lower Lions Bay Water Main replacement grant is being completed; it is due by January 31, 2012
   - The money from the JEPP grants is due within the next two weeks

7. **Unfinished Business**

   A. **Contractor Rules**

   Treasurer Koiner to send the draft of contractor rules to Council. Item to be put onto the January 24, 2012 agenda.

   B. **Business Levee**

   Council discussed the idea of promoting businesses within Lions Bay. Council agreed to take the idea to LionsBay.net to see if they would poll the residents of Lions Bay and see if there is any interest in having an event promoting businesses in the Village.

   C. **School Sidewalk**

   The Village has received three quotes for re-surfacing the school sidewalk; they will be brought forward to the January 24th agenda for further discussion.

   Councillor Ando to take back to the Lions Bay PAC that Council are to meet further on January 24 and that staff will look into cost saving options that might be tied in to the School Playground Project; the playground is also being paved. The work has to be done by March 31, 2012 for the grant.
D. School Playground Project

Council discussed the School Playground upgrade that is to take place through the School Community Connections Grant. Councillor Ando updated Council on the recommendations he has made to the PAC; adding a second basketball hoop and stump removal to the school project within the same budget.

Motion

Moved by Councillor Ando
Seconded by Councillor Ronsley

Resolve that: the Village of Lions Bay Council support Option 1 of the play court options for the Lions Bay School for the School community Connections Grant.

Carried...

8. Reports

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

Resolved that: Council received the reports of January 9, 2012.

Carried...

A. Chief Administrative Officer

- Signs ordered for the trail next to Brunswick Pit
- One bus shelter planned for each year; designs done by Rob Simons, the vision of shelters came from previous Councillor Ruth Simons. The shelter at Kelvin Grove cost $15,000
- TransLink will have people at the Park and Ride through January and February to survey their ridership
- Staff to meet with the Arts Council and volunteer gardeners to discuss the pathway to Council chambers. No decision to be made until it comes before Council; design will be run by architects to integrate any thinking with the Community Centre update

Sub-Division Process from the development Bylaw was presented on table. Each case is taken case by case and has to meet current zoning regulations. The request goes to the Municipality; it is looked at with the Building Inspector, Public Works and Fire Department and approved by the Planning Officer.

Any zoning changes have to go to a Public hearing.

Treasurer Koiner’s Report:
• Deadline for Secondary Suites and Utilities was December 31, 2011; any outstanding taxes are now arrears and will accrue interest. Letters were sent out.
• $189,009 has been received for the Building Canada Fund Grant; the money has gone back into the Water Fund
• The Public Works Ford Ranger has been sold

B. Mayor and Council

Mayor Broughton’s report:
• Met with MLA Joan McIntyre to discuss the Community Recreation Grant
• Discussed an issue involving a Lions Bay resident encroaching onto Ministry of Transport land with Ernst Brodeur

Staff requested to set up a meeting with Minister Ida Chong, MLA Joan McIntyre and Mayor Broughton.

Councillor Ronsley’s report
• Emma the dog visited the library to encourage reluctant young readers. An E-post will go out to advise residents when she is returning

C. Committees

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

Resolve that: Council approve Tree Application #30 for Mr. Smith of Brunswick Road.

Carried...

9. Resolutions - None

10. Bylaws

A. Bylaw 437: Council Procedure Amendment 2012: 3rd Reading

Resolution

Moved by Councillor Ando
Seconded by Councillor Ronsley

Resolve that: Council approve the 3rd reading of Bylaw 437: Council Procedure Amendment 2012.

Carried...
VILLAGE OF LIONS BAY
Regular Council Meeting of January 9, 2011

B. Bylaw 438: Officers Amendment 2012: 3rd Reading

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

Resolve that: Council approve the 3rd reading of Bylaw 438: Officers Amendment 2012. Carried...

11. Correspondence

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

Resolve that: Council received the List of Correspondence for the period to January 6, 2011. Carried...

A. List of Correspondence to January 6, 2012

Letter #16 – Council’s attention was brought to an invitation to an event held by John Weston; a round-robin discussion with all the Councils within Mr. Weston’s riding.

Resident letter # 3 re: school sidewalk - already dealt with.

Resident Letter # 1 re: community news and contents of the minutes. The Village Office is to respond to the resident that the current minutes are more in line with other municipalities and that the tapes of the meetings are available for residents to listen to at the Village Office if they are unable to attend meetings.

Resident Letter # 2 re: Fire fighter tax credit. Councillor Bain has already spoken to the resident regarding the tax credit and advised the resident that the tax credit is a benefit. Councillor Bain to talk with the resident again to confirm their understanding of the issue.

12. New Business

A. Stop Signage at Sunset and Mountain

Council discussed concerns put forward by a resident regarding the need for a stop sign at the intersection of Mountain Avenue and Sunset Place. Council agreed they should take action as they have been advised of a potential situation.
Treasurer Koiner advised that the cost is approximately $250. Treasurer Koiner recommends that Council direct Staff to investigate the problem with Public Works Manager Partridge and get recommendations from ICBC, the RCMP, the District of West Vancouver and review with the Village’s insurance company. Findings will be reported back at the January 24, 2012 meeting. Staff are to contact the residents and let them know what is going on.

B. Community Gardens

The Community Gardeners draft Policy was discussed.

Staff to review the policy and request a reconciliation of costs so far. The gardeners have requested that money from the gardeners come through the office.

The policy is to be brought back to the January 24, 2012 agenda.

Council discussed a resident’s request to keep bees in the Village. The resident will be directed to put the idea to the Bear Smart committee first.

13. Resolution

Moved by Councillor Ando
Seconded by Councillor McLaughlin

Resolved that: the Regular Meeting of January 9, 2011 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

Carried...

14. Adjournment

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Resolved that: Council adjourn the Regular Council Meeting of January 9, 2012 at 9:55pm.

Carried...

____________________
Mayor
REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JANUARY 24, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present: Mayor Brenda Broughton
Councillor Scott Ando
Councillor Fred Bain
Councillor Ron McLaughlin
Treasurer Anne-Marie Koiner
Office Coordinator Alexandra Hejduk
Accounting Clerk Hayley Cook (recorder)

Regrets: Councillor Joanne Ronsley
Village Manager Rory Mandryk
Public Works Manager Partridge

1. Call to Order

2. Approval of Agenda

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

Resolved that: Council approve the Agenda of Regular Council Meeting of January 24, 2012, with the following additions:
12C Land Use Master Planning
12D Tech Advisory Committee Structure
12E EOC training for staff
12F Urban Futures and PlaceSpeak
9B Harvey Creek Road Repair Resolution

Carried...

3. Public Participation

Mr. Stone:
• Concerned with Council’s Procedure Bylaw Amendment
• Resolution passed to change to date from Monday to Tuesday goes against the current bylaw
Staff advised that as per Bylaw No. 355, section 5 (3) b, the date of a meeting can be changed as long as the Administrator is notified 2 days prior and the date is posted.

Mr. Stone commented that the section applies to one meeting, not all the meetings for the year. Council advised that the Bylaw is being changed to reflect the date changes and the resolution was passed for the meeting prior to the adoption of the new bylaw.

Staff will seek clarification on this issue.

4. Delegations

A. Dog Regulations

Mr. Stone advised Council that he is concerned about the fees Lions Bay residents pay for dogs. The fees in Lions Bay are more than some neighbouring bylaws, as they offer early payment discounts. Mr. Stone presented the revenues and expenses for the last 3 years and suggested that the fees should be reduced to $15 and $30.

Treasurer Koiner advised that the expenses do not include bylaw time or the cost of staff time. Public Works time would also need to be included. Treasurer Koiner advised that the previous Council had mandated that the revenues from dog licence be spent on dog expenses.

B. Village Safety and Communication

Mr. Stone noted that it has been 6 years since the meeting minutes have been published, except for the 10 copies that are put at the post office.

Mr. Stone informed Council that he is concerned about the beach park; it has not been on Council’s agenda for the last 4 months; it will be an issue again in a few months. Mr. Stone suggested having a park rules sign that could minimise the number of people coming into the park. In the minutes of the Council meeting from June 25, 2008, Council directs Staff to develop wording for the parks rules sign; nothing ever came of this.

Mr. Stone advised that the intention of a Committee of the Whole Meeting is to meet informally to discuss an issue. The last Council met regularly in the Committee of the Whole. It used to be that in a Regular Meeting, Council decided to move into a Committee of the Whole, discuss an issue, and then move back into the Regular Meeting. Mr. Stone suggested that by having these meetings in the afternoon, when the public cannot attend, it is not transparent.

Mr. Stone talked about his concerns of safety at the beach; the RCMP can’t respond due to shortage of staff, there is an alcohol problem, nudist problem; no Council has done anything about it.

Council’s responses:

- The meeting minutes are posted on the Village’s website; there is currently a suggestion from staff to do a bullet point of decisions from meetings and put them in the Village update
• A smoking ban is being added to the Parks Bylaw
• The parks rule sign was passed on to the previous Council; feedback suggested that the list was too long and would not be read
• Committee of the Wholes used to be at 6:00pm before the Regular Meeting; the time was too difficult for Council to discuss items prior to the Council Meeting
• The Parks Bylaw helps regulate drinking alcohol by closing at 10:00pm.
• No parking on Lions Bay Avenue was introduced to help limit the number of visitors to Brunswick Beach
• Council unaware of any complaints about Brunswick Beach in the last 3 years
• If an issue arises, Council will act
• Councillor Ando has the beach park as his portfolio; he is developing a plan
• Councillor McLaughlin invited Mr. Stone to contact him at any time

5. Adoption of Minutes

A. Regular Council Meeting of January 9, 2012

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

Resolved that: Council adopt the minutes of the Regular Council Meeting of January 9, 2012 with the changes presented.

Carried...

6. Business Arising from the Minutes

The Lower Lions Bay Water Main Replacement Grant final report was sent in last Friday.

7. Unfinished Business

A. Seismic Assessment of Village Hall

Council agreed through consensus that the seismic assessment should wait until the grant approval process has finished.

B. Contractor Rules

Residents were asked to input into this area. Resident Eric Gerlach has modified the original document. Mayor Broughton will send the document with changes to the Office for Staff. Staff to speak to the Districts of West Vancouver and North Vancouver for input and refer to the MMCD website.

Treasurer Koiner asked for clarification that Staff are to take the changes suggested by the Infrastructure Committee, clean them up and then compare with other municipalities.
Staff to bring one or two examples from other municipalities to the next meeting.

C. School Sidewalk

Quotes in the package are for concrete – seeking quotes for asphalt and piggybacking with the Supporting Neighbourhood Learning Grant.

D. Community Centre Municipal Hall – Architectural Drawings

The architectural drawings for the Community Centre renovation were included in the agenda package. The drawings were shown to the head of the Community Centre Task Force; Mr. Dorsmann advised to wait until Council hears back about the grant application before taking the design into the public forum. Council will not hear back regarding the grant until March or later.

Staff asked to clarify that the designs are to go in the Village Update. Mayor Broughton will write a brief article and include the rendering of the plans for the February update.

E. Stop Signs

Council discussed the resident request for stop sign to be put on the corner of Sunset and Bayview. The quote received by the Village to do a review of the Village’s sign was more comprehensive and expensive than the Village had envisioned.

Resolution

Moved by Councillor Ando
Seconded by councillor Bain

Resolved that: Council directs Staff to write a letter to the residents in close proximately to where the proposed stop signs are planned, to obtain feedback.

Carried...

8. Reports

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

Resolved that: Council received the reports of January 24, 2012.

Carried...

A. Chief Administrative Officer

- JEPP grants $10,000 received for the generator, $860 (approx.) for the laptops has been received
• The Bike rack grant is a 50% grant
• The cost of Lions Bay Fire Department joining ECOMM has been included in the budget
• Met with TransLink regarding the Central Lions Bay Bus Kiosk; liked the design, approved the site, recommended adding some reflective strips to the top of the shelter for safety. The tender package is ready and will be posted on Civic Info

Fire Report:

Council concerned about the confidentiality of the fire reports; follow up to take place with the Fire Chief

Harvey Creek 400,000 Gallon Reservoir Preliminary Structural Assessment. Report was completed in 2006 by Earth Tech:

Report included at the request of Mayor Broughton for review. The report is to be taken forward to the February 21, 2012 Strategic Planning Meeting.

Council Crib Sheet:

Council discussed the crib sheet and whether the minutes of Council meetings should be printed in full for residents. Council agreed by consensus to add the crib notes to the Village Update.

B. Mayor and Council

• Mayor Broughton met with Mark Allison from the Centre for Sustainability in Whistler; he gave a list of contacts to the Village of skilled people to work with
• A resident has made a suggestion to send out letters with the licence application, reminding dog owners to pick up after their dogs
• Interest in creating a bicycle loop for kids; residents Mr. Ganske and Mr. Westcott
• Councillor Ando is to share the Salish Sea statement with the Lions Bay PAC

C. Committees

9. Resolutions

A. Resolution for Supporting Pitch-In Canada Week

Moved by Councillor Ando
Seconded by Councillor Bain

WHEREAS the Village of Lions Bay has participated in Pitch-In Canada Week the previous three years; and

WHEREAS Pitch-In Canada Week is taking place the week of April 23-30, 2012;
THEREFORE BE IT RESOLVED that: the Council of the Village of Lions Bay does support Pitch-In Canada Week in 2012.  
Carried…

B. Resolution for Harvey Creek Road Water Main Leak

Moved by Councillor McLaughlin  
Seconded by Councillor Ando

Whereas the Village has already paid $46,785.94 to the contractors working on this emergency water work within the stated 30 day terms from out of the Village’s Water Reserves; 
Therefore be it resolved that: the Council of the Village of Lions Bay does approve the amount of $46,785.94, which was paid to the Contractors on this emergency water work project, to be taken out of the Village’s Water Reserves.  
Carried…

Council insists that all items such as this unbudgeted item be tendered in the future.

10. Bylaws

A. Bylaw 437: Council Procedure Amendment 2012: Adoption

Office Coordinator Hejduk advised that including the resolution that appeared on December 13, 2011 regarding the changing of the date for the Council meeting, was at the recommendation of the Ministry.

Resolution

Moved by Councillor Ando  
Seconded by Councillor Bain

Resolve that: Council adopt Bylaw 437: Council Procedure Amendment 2012.  
Carried…

The new Council Meeting schedule will be tried until July, 2012 and then will be reassessed.

B. Bylaw 438: Officers Amendment 2012: Adoption

Resolution

Moved by Councillor McLaughlin  
Seconded by Councillor Ando

Resolve that: Council adopt Bylaw 438: Officers Amendment 2012.  
Carried…
C. Bylaw 439: Parks Regulation Amendment 2012: 1st and 2nd Reading

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

Resolve that: Council table the resolution until February 6, 2012.
Carried...
The word “trail-ways” needs to be added to the bylaw and the page regarding the removal of the diving ban needs to be included.

D. Bylaw 440: Waste Collection 2012: 1st and 2nd Reading

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

Resolve that: Council approve the 1st reading of Bylaw 440: Waste Collection 2012.
Carried...

Resolution

Moved by Councillor Ando
Seconded by Councillor McLaughlin

Resolve that: Council approve the 2nd reading of Bylaw 440: Waste Collection 2012.

The numbers on the schedule may change once the contract process has been completed. The numbers will go to the Finance Committee for discussion.

Treasurer Koiner will look into extending the green waste pick up into December for after the storms.

Carried...

E. Bylaw 441: Water Rates and Regulations Amendment 2012: 1st and 2nd Reading

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

Resolve that: Council approve the 1st reading of Bylaw 441: Water Rates and Regulations Amendment 2012.
Carried...
The numbers in the bylaw are preliminary numbers; they may be changed at the February 6, 2012 meeting.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

**Resolve that:** Council approve the 2nd reading of Bylaw 441: Water Rates and Regulations Amendment 2012.

*Carried...*

F. Bylaw 442: Secondary Suites Surcharge: 1st and 2nd Reading

May change based on decision in the next 2 weeks

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando

**Resolve that:** Council approve the 1st reading of Bylaw 442: Secondary Suites Surcharge.

*Carried...*

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

**Resolve that:** Council approve the 2nd reading of Bylaw 442: Secondary Suites Surcharge.

*Carried...*

11. Correspondence

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

**Resolve that:** Council received the List of Correspondence for the period to January 20, 2012.

*Carried...*

A. List of Correspondence to January 20, 2012

#11 – Invitation from John Weston. Mayor Broughton and Councillor Ronsley will attend.
Resident letter #1 re BURNCO Project. Resident has expressed concern over the proposed gravel mine at McNabb Creek.

Resolution

Moved by Councillor Ando
Seconded by Councillor McLaughlin

Resolved that: the Village of Lions Bay Council does not support the BURNCO Aggregate Mine Project at McNabb Creek moving ahead.

Carried...

Resident letter #2 re BURNCO Project. See resolution above.

Resident Letter #3 re charge for storage at the CN Rail parking lot.

Treasurer Koiner recommended that the Construction Parking Permit fee be charged for each space used at the parking lot and issue a new invoice.

Council agreed to defer to Staff’s recommendation; a new invoice will be issued, and thanked the homeowners for leaving the area improved.

Parking passes given out by the Village to be reviewed and brought forward.

12. New Business

A. McNab Creek proposed BURNCO Aggregate Mine Project – Dealt with

B. No Parking Sign By School

Councillor Ando to meet with Pam Legg and Public Works Manager Partridge on site and report back on February 6, 2012.

C. Land Use Master Plan – The survey of the land around Glendale Avenue was included in the package. The item was discussed at the Committee of the Whole; no further info

D. Technical Advisory Committee Structure

The group have been invited to attend the Committee of the Whole on February 6, 2012. They can attend from 1:00pm to 2:00pm.

E. EOC training

Sally Pollock, Chair of the ESS is encouraging staff to take EOC training; the courses will be paid for out of the ESS budget.
F. **Urban Future PlaceSpeak** - tabled until the next meeting; add under new business at the February 6, 2012 meeting.

13. **In Camera**

A. **Resolution:**

Moved by Councillor McLaughlin
Seconded by Councillor Bain

That the: Regular Meeting of January 24, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the *Community Charter*:

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

(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

Carried...

14. **Adjournment**

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

Resolved that: Council adjourn the Regular Council Meeting of January 24, 2012 at 11:00pm.

Carried...

____________________________________
Mayor

____________________________________
Village Manager
REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON MONDAY, FEBRUARY 6, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present: Mayor Brenda Broughton
Councillor Scott Ando
Councillor Fred Bain
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Treasurer Anne-Marie Koiner
Accounting Clerk Hayley Cook (recorder)

Regrets Public Works Manager Partridge

1. Call to Order

Mayor Broughton called the Regular Council Meeting of February 6, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council approve the Agenda of Regular Council Meeting of January 24, 2012, with the following additions:
9A 2012 Provisional Budget

Carried...

3. Public Participation

Norma Rodgers:
-Asked Council not to let the issue of Age Friendly Housing be forgotten about, as there are a number of residents in the Village who have lived in Lions Bay for decades and would like to stay.

Council advised that there is a budget allocation for looking at Land Use Master Planning and multi-family housing will be part of this process; the issue is still current.
4. **Delegations**

**A. Relocation of West Boundary of 265 Bayview**

Mr. Gatto of 265 Bayview Place put forward a request to extend the west boundary of his property by purchasing a piece of land from the Village.

- Purchased 265 Bayview Road; has been vacant for the last 3 years
- Would like to add a portion to the house, in doing so will encroach on Village land; would like to purchase following the Road Closure Bylaw process
- The area in question is 3150 square feet
- The acquisition would not affect the fire hydrant
- Would get an appraisal to establish fair market value
- The area is very steep; driveway has been re-paved 3 times. Would like to lower the height of the bank to lighten the land and increase the street appeal. Would then move the carport and turn into a garage

Staff to get verification that there is no infrastructure running underneath the area.

Item added as C under new business.

**B. Harvey Creek**

**George Kobasew:**

Mr. Kobasew presented a list of the work that G.E. Koba Enterprises has done for the Village pro bono and materials that have been used from the recycled material stored at Harvey Creek; the pro bono work totalled an estimated $12,500 and the estimated value of the materials was $44,775.

- A lot of time has been put into Harvey Creek Road, based on agreement made with Village Manager Mandryk and Public Works Manager Partridge
- Complaints about heavy traffic in the area did not start until the trucks started to come up from the Lower Lions Bay Water Main replacement project
- Mr. Kobasew has instructed the drivers G.E. Koba Enterprises use to be respectful of the residential area and told them not to use their Jake brakes
- Council has requested moving equipment and materials; wants to know if Council wants to keep doing the recycling program for projects in the Village?

Item to be added as D under new business.

**C. Bear Statue**

Norma Rodgers put forward a proposal for a bear statue to be placed at the Community Centre to commemorate the Village’s Bear Smart status.
• Ministry of Environment has given $2,000 to spend for reaching Bear Smart status
• The Bear silhouette chosen is made from recycled steel sheets; it is meant to be put in front of foliage to show the colours through
• Cost of the statue including shipping is $1500 US; will leave plenty for the base and plaque
• Arts Council has already approved the design; asks council to do the same
• The invoices have to be submitted by March 31, 2012 for the grant

Council agreed they approved of the design and thanked Ms. Rodgers and the Bear Smart Committee for all their hard work in achieving Bear Smart status. Council would like to wait before deciding on the placement of the statue until the BC Community Recreation Grant has been decided; agreed the best idea would be to pre-cast concrete so the statue can be moved if necessary.

Council agreed to the proposal by consensus; the location to be decided working with Council, Public Art and Design and the Bear Smart Committee in the future.

D. Request for Basketball Hoops

Mark Bajus presented a request for Basketball hoops in the Village.

• Would like Council to deliver placement of a full size basketball hoop outdoors, somewhere in the Village
• Currently no full height hoop in the Village
• Two options; at the tennis court or at the school
• Mr. Bajus has talked to the PAC; they are looking at putting up a hoop with an adjustable height, do not yet know the range of heights
• Four Lions Bay children are currently on the Rockridge junior boys team, would like to have a place to practice

Councillor Ando will talk to the PAC to see what heights are suitable. Mr. Bajus to talk to the tennis club

Staff suggested the hall or the parking lot at Kelvin Grove. Mr. Bajus advised that the parking lot is not level enough and the boys would like to just turn up and play, would not know what times to book the hall for.

E. Sea to Sky Clean Air Society

Ruth Simons is representing Lions Bay as a director at the Sea to Sky Clean Air Society. Would like Council’s support for the Society.

A joint meeting is to be held in April getting people in the community together to try to come with ideas for better transit; there are increased particles in the air in the corridor due to the highway expansion.
F. Request to Amend Zoning Bylaw – 356

Lisa Turpin presented a request to Council to amend Bylaw 139, section 25 that states the Village allows seven children per adult for daycares to be changed to be in line with the ratios set out by the Ministry.

Item to be added as B under resolutions.

5. Adoption of Minutes

A. Regular Council Meeting of January 24, 2012

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council adopt the minutes of the Regular Council Meeting of January 24, 2012 with the changes presented.

Carried...

Staff advised that the letters to residents asking for feedback about the proposed stop signs have been mailed out.

6. Business Arising from the Minutes

7. Unfinished Business

A. School Sidewalk

Treasurer Koiner will circulate the email from Public Works Manager Partridge with the quotes.

B. McNab Creek proposed BURNCO Aggregate Mine Project

The letter from the Village containing the resolution about the proposed BURNCO mine has been forwarded to Staff at Metro.

C. CCMH Entry Path

Council to ask the architect involved with the Community Centre renovation for their input.

D. Contractor Requirements
Councillors McLaughlin and Bain to work with the residents who presented the Technical Advisory Structure Committee, to refine the examples from Langley and the District of North Vancouver.

8. Reports

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

Resolved that: Council received the reports of February 6, 2012.

Carried...

A. Chief Administrative Officer

- Designs for the bus shelter are being re-drawn by Rob Simons for engineering to add to the tender package
- Signage at the school has been put up

B. Mayor and Council

- Library signed up 13 new members at the Mayors Levee
- Potential TransLink cost share program for bus shelters; Staff to research

Councillor Ronsley’s report – no questions

Councillor Bain:

- Attended an ESS meeting; quite impressed. It is a great service for the community, they are very prepared
- Attended fire practice – department is very professional. Fire Chief Oliver and Training Officer Bob Allen have done an excellent job

C. Committees

9. Resolutions

A. 2012 Provisional Budget

Council thanked Treasurer Koiner and Staff for their hard work.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

Resolved that: Council approve the passage of the 2012 Provisional Budget.
B. Resolution to amend Bylaw 139

Staff to bring back the draft wording to the February 21, 2012 meeting.

C. Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

Moved that: the Council of Lions Bay resolves to contribute to the Sea to Sky Clean Air Society in the sum of $321.

Carried...

10. Bylaws

A. Bylaw 439: Parks Regulation Amendment 2012: 1st and 2nd Reading

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolve that: Council approve the 1st reading of Bylaw 439: Parks Regulation Amendment 2012.

Carried...

Council commended the Lions Bay residents for their input.

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

Resolve that: Council approve the 2nd reading of Bylaw 439: Parks Regulation Amendment 2012.

Carried...

B. Bylaw 440: Waste Collection 2012: 3rd Reading

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

Resolve that: Council approve the 3rd reading of Bylaw 440: Waste Collection 2012.

Carried...
C. Bylaw 441: Water Rates and Regulations Amendment 2012: 3rd Reading

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolve that: Council approve the 3rd reading of Bylaw 441: Water Rates and Regulations Amendment 2012.  
Carried...

Treasurer Koiner advised that the amount has changed from $560 to $580 based on the last budget draft.

D. Bylaw 442: Secondary Suites Surcharge: 3rd Reading

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolve that: Council approve the 3rd reading of Bylaw 442: Secondary Suites Surcharge.  
Carried...

Treasurer Koiner advised that the amount has changed from $381.60 to $389.60, reflecting 40% of the water rate increase.

11. Correspondence

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolve that: Council received the List of Correspondence for the period to February 3, 2012.  
Carried...

A. List of Correspondence to February 3, 2012

External correspondence—BURNCO correspondence was sent out.

Resident Letter #1 re dogs from Louis Peterson. Staff to draft an E-Post reminding residents to pick up after their dogs.
Resident letter #2 & 5 re Community Garden. The Board of the Community garden have responded to the residents; the board will deal with all concerns from now on. Staff to send letters to the residents saying thank you and that the board will be responding to any further queries.

Resident Letter #3 re the Fire Department’s response to the fire outside Lions Bay boundary.

Staff to respond that Council received the email and are aware of the issue. Councillor Bain has reviewed the interview and all feedback from residents has been positive. Councillor Bain to thank the firefighters formally.

Resident letter # 4 re: school sidewalk. The resident commendation to be passed on the Public Works manager Partridge and Crew.

12. **New Business**

A. **Trade-marking of Village Flag Logo**

**Motion**

Moved by Councillor McLaughlin  
Seconded by Councillor Ronsley

**Resolved that:** Council approve Staff to trademark the Village of Lions Bay Flag.  
**Carried...**

B. **Urban Futures Survey / PlaceSpeak**

Urban futures project and PlaceSpeak are a community consultation process. Mayor Broughton met with Colleen Hardwicke and Ken Cameron for a presentation. Mayor Broughton to report back.

C. **Bayview Road**

**Resolution**

Moved by Councillor Ronsley  
Seconded by Councillor Bain

**Resolved that:** Council would give permission to the landowner at 265 Bayview Road to move forward with the examination of purchasing approximately 3150 square feet of land, and that Council is inviting a proposal of fair market value of the land for Council review. Council will also independently review.

Councillor McLaughlin to work on this with one of the Technical Structure Committees.
Treasurer Koiner to get Public Works to sign off on the land to confirm that there is no infrastructure underneath. The process for a road closure is a lengthy process; may require a public hearing.  

Carried...

D. Harvey Creek

Councillors McLaughlin and Bain to report back on this at the February 21, 2012 meeting.

13. In Camera

Moved by Councillor Ronsley
Seconded by councillor Bain

A. Resolution:

That the Regular Meeting of February 6, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

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

(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

Carried...

14. Adjournment

Resolution

Moved
Seconded

Resolved that: Council adjourn the Regular Council Meeting of February 6, 2012.

Carried...
REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, FEBRUARY 21, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present: Mayor Brenda Broughton
         Councillor Scott Ando
         Councillor Fred Bain
         Councillor Ron McLaughlin
         Councillor Joanne Ronsley
         Treasurer Anne-Marie Koiner
         Accounting Clerk Hayley Cook (recorder)

Regrets Public Works Manager Partridge

1. **Call to Order**

   Mayor Broughton called the Regular Council Meeting of February 21, 2012 to order at 7:00pm.

2. **Approval of Agenda**

   Resolution

   Moved by Councillor Ronsley
   Seconded by Councillor Bain

   Resolved that: Council approve the Agenda of the Regular Council Meeting of February 21, 2012.

   Carried...

3. **Public Participation** - none

4. **Delegations**

   A. **Newly Refurbished Lions Bay Tennis Court on Mountain Drive**

      Tennis Group member, John Dudley:
      - Tennis group raised funds for the surface of the tennis court, helped build the pathway at the entrance and were instrumental in providing tennis to the Village
• Concerned about the warranty with TOMKO if other activities were to be allowed on the court; currently the court has dead spots that the supplier is supposed to be fixing
• Have looked around the Village for an alternate location for the basketball hoop proposed and suggest the north side of the fence at the school
• Would encourage the Village to explore further the large blacktop area at Brunswick Pit that was left by Kiewit; great potential

Council advised that the supplier of the tennis court surface has agreed to replace the surface and will do so in the summer, weather dependant. Councillor Ando will follow up with TOMKO and ensure that Lions Bay is a priority for them. Council advised that one of the basketball hoops to be placed at the school as part of the Learning Grant will be of full size height, and is to be used by the basketball teams.

Council advised that the Tennis group raised $10,000 for the resurfacing of the court, the RINC grant provided $14,000 and the total cost was $49,000.

The supplier website states that in order for the court warranty to be upheld it is to be used only for tennis. Staff advised that the warranty states that the surface should be restricted to the games that the area was originally intended for. Staff raised the issue of liability if the school court is to be used after hours; Staff are to confirm there would be no liability for the Village.

Council thanked the Tennis Group for all they have done for the Lions Bay.

5. **Adoption of Minutes**

A. **Regular Council Meeting of February 6, 2012**

**Resolution**

Moved by Councillor Ando
Seconded by Councillor Ronsley

Resolved that: Council adopt the minutes of the Regular Council Meeting of January 24, 2012 with the changes presented.

Carried...

Council advised that 610 letters of opposition to the BURNCO mine project have been received with none in support.

Council thanked resident Rob Simons for re-drawing the bus shelter designs.

Councillor Ando will advise resident Mr. Bajus of the warranty issue with TOMKO

6. **Business Arising from the Minutes** - none
7. Unfinished Business

A. School Sidewalk

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: For the Lions Bay School sidewalk on the West side of Bayview Road, extending alongside school property, that BA Blacktop be awarded the contract to asphalt. The project is to be done in conjunction with the school Play Court project during spring break, as weather permits.

Carried...

B. Calendar, listing dates, times, locations for all Meetings

Council discussed the benefits of having a calendar listing all meetings that Councillors are to attend as a means of communication and information. A calendar used to be accessible through Microsoft Outlook for this purpose.

Councillor Bain will email a link to Google Calendars for Council to review. This item is to be brought back to the first meeting in April.

C. Community Centre Railing

The railing on the east side of the pathway leading to the Community Hall is to be removed and repurposed for the west side to prevent any accidents. This will be a temporary measure until the Village hears back about the BC Community Recreation Grant.

D. Recommended Land Planners

List of recommended land planners received.

E. Draft Wording for Bylaw 443, Amend Zoning Bylaw No. 352, 2003 – re Day Care

Item moved to Incoming Correspondence for discussion.

F. Proposed Basketball Hoop on Tennis Court – dealt with

8. Reports

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley
Resolved that: Council received the reports of February 21, 2012. Carried...

A. Chief Administrative Officer

- Final payment from the Lower Lions Bay Water Main grant is expected at the end of March
- Staff has contacted TransLink regarding a grant for the bus shelter and are awaiting information
- No responses were received for the Public Works position, the posting will be republished

Treasurer’s Report – no comments

Fire Department’s report – no comments

Public Works report – Harvey Intake Access

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Resolved that: The Village is to proceed with Fieber to do a rock assessment at Harvey Creek Road.

Discussion:
Council were advised that there has been extensive rock scaling and assessments of the area but the personality of the rock, and recent rock failure, indicates a current report is required. Carried...

Council advised that Public Works are to go ahead with changing the valves on the Brunswick PRV.

B. Mayor and Council

Mayor Broughton:
- Two projects of interest at the TransLink meeting; the potential Squamish to Vancouver bus had the most votes and the item that Lions Bay would not wish to see; changes to the C-12 bus received the least number of votes. There was a high turnout from the Corridor
- TransLink approached Lions Bay about hosting a meeting; TransLink to follow up with the Village
- Mayor Broughton has been asked to meet with members of parliament on February 22, 2012

Councillor Ronsley:
- 15 new members signed up to the Library
- Attended the LMTAC meeting; currently the group has no office or staff but there is a budget for operations. They are working out how to go forward

C. Committees
9. Resolutions

A. Resolution for Support to the Provincial Funding for Cycling Infrastructure

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

WHEREAS the Union of British Columbia Municipalities has consistently endorsed resolutions calling for development, improvement and augmentation of cycling infrastructure, including, but not limited to:

- frequent sweeping of bike lanes (2011-B19);
- increased width and refurbished hard shoulders to accommodate cycling (2010-B16, 2007-B14, 2077-B99);
- a BC Development Program (2010-B-17);
- revenue sharing for cycling infrastructure intersecting provincial highways (2009-B83);
- safer cycling conditions to encourage ridership (2008-B108);
- bicycle lane funding (2077-B100, 2006-B140); and
- infrastructure for non-greenhouse gas emitting transportation (2006-B110);

AND WHEREAS rural cycling infrastructure strengthens communities by:

- increasing the safety of cycling on rural roads;
- supporting the growth of cycle tourism;
- addressing local climate change challenges;
- providing transportation and recreation alternatives;
- establishing links with existing urban and regional cycling networks; and
- enabling small business access to new commercial corridors and markets:

THEREFORE BE IT RESOLVED THAT: The Village of Lions Bay Council urges the Province of British Columbia to invest in cycling infrastructure in rural communities, in order to accelerate the availability and broaden the range of cycling opportunities for the commuter, recreational and competitive cyclist living in and visiting rural and urban areas.

Carried...

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

ResOLVED that: the Resolution to support National Health and Fitness Day Resolution can be added to the agenda.

Carried...
National Health and Fitness Day Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

WHEREAS:

Canada by nature offer abundant recreation and fitness opportunities through such things as our mountains, oceans, lakes, forests, and parks;

We as Canadians could therefore be the healthiest and fittest people on earth;

Participation rates in healthy physical activities have been declining;

We have public facilities to promote health and fitness;

Canadians recognize the growing concern over chronic disease and other impediments to health and fitness;

Health and fitness ought to be promoted to Canadians of all ages and abilities;

We all aspire to increase participation by Canadians in health, recreation sports and fitness activities;

THEREFORE: We acknowledge National Health and Fitness Day in the Village of Lions Bay as the first Saturday in June;

As a step to increase participation and enhance the health of all Canadians, we commit to make our health, recreation sports, and fitness facilities available at a reduces rate or complementary basis on National Health and Fitness Day; and

We request that the Federation of Canadian Municipalities support National Health and Fitness Day and encourage its members to follow suit.

Carried...

Staff to send the Resolution to the Federation of Canadian Municipalities.

10. Bylaws

A. Bylaw 439: Parks Regulation Amendment 2012: 3rd Reading

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

**Resolve that:** Council approve the 3rd reading of Bylaw 439: Parks Regulation Amendment 2012. 

Carried...

**B. Bylaw 440: Waste Collection 2012:** to be Adopted

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

**Resolve that:** Council adopt Bylaw 440: Waste Collection 2012. 

Carried...

**C. Bylaw 441: Water Rates and Regulations Amendment 2012:** to be Adopted

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

**Resolve that:** Council adopt Bylaw 441: Water Rates and Regulations Amendment 2012. 

Carried...

**D. Bylaw 442: Secondary Suites Surcharge:** to be Adopted

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

**Resolve that:** Council adopt Bylaw 442: Secondary Suites Surcharge. 

Carried...

Council advised that the Climate Action Task Force would like to work with the Community regarding discussions about changes for the garbage collection. Tenders for the new Waste collection contract are in the agenda package for Council’s review.

11. **Correspondence**

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

**Resolve that:** Council received the List of Correspondence for the period to February 17, 2012. 

Carried...
A. **List of Correspondence to February 17, 2012**

External Correspondence #4 re bicycle trails. Staff to advise John Rowlandson that Council passed the resolution to support. Council discussed contacting Fortis to ask if they would consider bringing natural gas into the Village.

Resident Letter #1 re Daycare. Council agreed to seek input from residents neighbouring the location of the current daycare. Staff will send out letter asking for input and will respond to Lisa Turpin, advising her of input Council is seeking.

Council discussed the need for a public hearing should they decide to go ahead with amending the zoning bylaw.

Resident Letter #2 re Business Signage. The Village does not have a signage bylaw; signs are not allowed to advertise businesses on the residents property. Council advised asking Realtors to be sensitive to how many signs they place around the Village.

Resident letter #3 re Front Office Staff. Council thanked Mrs. Loutet and Ms. McNichol for their great work.

Letter #4 re Graffiti. Public Works to clean or paint over the graffiti tag.

Mayor Broughton to write an article for Lionsbay.net regarding graffiti.

Resident Letter #5 re Doggie bag containers. Thank you to Public Works.

Resident Letter #6 re TransLink meetings. Thank you to Tina Schneider and Ruth Simons.

12. **New Business**

A. **Graffiti and Graffiti Removal** – dealt with

B. **Translink – North Shore Transit Proposal – C12 update**

Discussion at the TransLink meeting regarding changing the route of the C-12. Students are concerned that the proposed route would take longer.

C. **Village Update and Community News publishing dates**

Community newspaper will take care of Municipal news February and March.

Staff recommended putting out a two-sided Village Update with the calendar and important notices included for March and April.
Staff advised Council that the recent E-Post reminding dog owners to pick up after their pets received a comment on LionsBay.net. The perception was that the message came from the Village Office and not as a result of Council decision. May need to look at how things are communicated.

D. March 20th 2012 Council Meeting Cancelled

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

Resolved that: Council will cancel the March 20, 2012 Regular Meeting of Council. Carried...

E. Solid Waste Collection and Disposal, Recycling and Green Waste Collection and Disposal Tenders

The Village has received four tenders. The tenders are to be reviewed by Council and then discussed at the Strategic Planning Meeting on February 27, 2012. A resolution will be made on March 5, 2012.

Staff to present the tenders at the February 27 meeting.

F. BC Hydro Smart Meters – notification of installation in Lions Bay March 2012 to June 2012

BC Hydro has informed the Village of Lions Bay that smart meters will be installed in the Village from March to June. Maple Ridge has passed a resolution to send a letter to BC Hydro supporting the right for their residents to refuse to have a smart meter installed.

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Be it resolved that: a letter go to BC Hydro in support of optional refusal of installation of wireless smart meters for citizens of British Columbia. Carried...

The BC Hydro website advises that home owners can delay having a smart meter installed while they wait for the answers to any questions they might have about the new meters but by the end of 2012, the old meters will no longer work and homes will have to be fitted with the new smart meters.

Office Staff are to ask BC Hydro to come into the Village for an information session with residents to inform them about the new meters. Staff are to send out an E-post advising residents of when the new smart meters are to be installed in the Village.
Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

Resolved that: the following items are added to the agenda;
12G 265 Bayview Place
12H Contractor Requirements
12I Stop Signs

Carried...

G. 265 Bayview Place

Council has met with the Technical Advisory Group. Staff has prepared a letter to go out to the resident; Council suggested a simple amendment; changing the need for an appraisal report to a realtor’s letter of opinion. Staff is to negotiate the land value.

H. Contractor requirements

The Technical Advisory Group has advised Council to use two different documents for contractors, one for regular purchases and one for specific projects. The final documents will be prepared the following week.

I. Stop signs

Staff advised that the Office is waiting to receive feedback from the residents in the neighbouring areas; the item will be brought back to the March 5, 2012 Council Meeting.

13. In Camera

A. Resolution:

Moved by Councillor Ronsley
Seconded by Councillor Bain

That the Regular Meeting of February 21, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

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

(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.
14. Adjournment

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council adjourn the Regular Council Meeting of February 21, 2012.

Carried...
SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON MONDAY, FEBRUARY 27th, 2012 at 1:00 PM to 4:00 PM
IN COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

STRATEGIC PLANNING 2012
MINUTES

Present:    Mayor Brenda Broughton
            Councillor Scott Ando
            Councillor Fred Bain
            Councillor Ron McLaughlin
            Councillor Joanne Ronsley
            Treasurer Anne-Marie Koiner (recorder)
            Public Works Manager Partridge

1. Call to Order

Mayor Broughton called the Strategic Planning Meeting of February 27, 2012 to order at 1.00pm.

2. Approval of Agenda

Resolution
Moved:    Councillor Ronsley
Seconded    Councillor Bain

Resolved that: Council approve the agenda of the Strategic Planning Meeting of February 27, 2012

Carried...

3. Public Participation - None

4. Presentation

A. Waste Management Tenders
   i) Preparatory Discussion

Treasurer Koiner presented the four tenders received by the Village for the Waste Management Contract.

Council’s mandate for the new contract:
• Reduce garbage
• Increase recycling
• Minimise Bear interaction
• Detract from wildlife
• Best price
• Weekly pick-up
• Nine month pick-up for yard waste (March to November)
• Automated Service with totes provided
• Contingency built in; rates could get frozen

The Public Works yard Green Waste costs are also covered by utility rates levied to property owners. The cost of the bins at Public Works, the Fire Hall and other municipal areas are all included as well.

5. New Business

A. 2011 Five Year Plan
B. 2012 Adopted Provisional Budget
C. 2010 Strategic Plan Update
D. Lions Bay Council Assignment Guide
E. Strategic Plan by portfolios:
   Councillor Ando:
   • Parking Policy
   • Infrastructure
   • Works Yard contract
   • Assessment valued

   Councilor McLaughlin:
   • Council to assist with efficiency
   • Acquisitions – fleet
   • Financial Alignment
   • Financial Performance
   • Lease review
   • templates

   Councilor Bain:
   • Emergency Social Services (ESS)
   • BC Ambulance
   • Mentoring

   Councilor Ronsley
   • Team Building
   • Community
   • Sustainability

F. Infrastructure Summary
2012 is a planning year. Select engineering firms through tendering. Look at methods of funding to save for the future.

G. Flowchart and Discussion Notes are attachments to these minutes.

6. **Adjournment**

**Resolution**

Moved: Councillor Bain  
Seconded: Councillor Ronsley

**Resolved that:** Council adjourn the Special Meeting of February 27, 2012

Carried...

______________________________  
Mayor

______________________________  
Chief Corporate Officer
REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MARCH 5, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present: Mayor Brenda Broughton
Councillor Fred Bain
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Treasurer Anne-Marie Koiner
Public Works Manager Chuck Partridge
Administrative Assistant Susan Loutet (recorder)

Regrets: Councillor Scott Ando

1. Call to Order

Mayor Broughton called the Regular Council Meeting of March 5, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council approve the Agenda of the Regular Council Meeting of March 5, 2012.
Carried...

3. Public Participation

Ron Williams:
- Asked Council where they stand on TransLink Funding requirements. Also has Council given consideration to Hydro’s Smart meters that are being installed and what is happening to the school sidewalk on Bayview Road.

Council advised that TransLink will be implementing a 2 cent gas tax increase in the Spring. In addition to this Translink is asking for sustainable funding. Property tax is already making a contribution, and under legislation they can ask for up to a 3% annual property tax increase. In addition in 2013 and 2014 if sustainable funding is asked for, they could have a property
increase for those 2 years only, to be clawed back after that back to the legislative rates. Lions Bay has not had their bus service clawed back.
Council advised that in checking with BC Hydro a resident has until the end of 2012 to have a Smart Meter installed. The issue is the long term financial impact it will have on a residence. BC Hydro will be able to monitor your electrical usage through out the day. The implication of this being rates could go high during the day and lower at night.
Public Works Manager Partridge advised that the Village will allow BA Black Top, the contractor, to rework the current sidewalk. This is in combination with a school project. Public Works will remove all existing sidewalk. The final product will be a slightly elevated pathway with a rolled edge to the roadway. Timing should be during spring break, March 11–26, 2012, but is weather dependant.

Michael Tickner:
- Asked Council to reconsider the $1,500.00 fee for a subdivision application to subdivide his two offices into two separate legal strata units at 350 Centre Road. Stating the only changes to be made is taking out a door between the two units and therefore will be going back to its original state.
Council advised that if we were to waive the fee in this situation we would have to reimburse other residents who have paid the fee. This is a lengthy process not just a process within the Lions Bay office. It also involves the Approving Officer, and Land Title and Survey. This is how the fee was established for a subdivision. Staff are to clarify the fee.

Michael Broughton:
- Advised Council that as Chair of Strata BCS 15 he had received notification from Canada Post that they do not intend to renew of the lease of the post office space when it expires May 2013, moving instead towards super boxes, but there is no Federal land in Lions Bay. Possibly working with John Weston to ensure the cluster of Lions Bay is maintained.
Council advised that Lions Bay has a very special social infrastructure and that there is no advantage for the Community with no positive impact for Lions Bay, to have super boxes. Could Council have more information so as a community we can respond? Michael Broughton advised there is a call into John Weston for a meeting this weekend which members of Council could attend.

4. Delegation

A. 265 Bayview Road

Mr. Gatto of 265 Bayview Road went over the letter of ‘Offer to purchase Municipal Land.’

- He will provide a Certified Survey and GeoTech Engineer’s report upon approval of price of said piece of land
- He agreed with indemnification of Village against costs of liability and will cover all costs incurred in relation to this land transfer.
- The piece of Municipal land, approximately 3150 square feet, is appraised at $44-$50 thousand dollars.
- Any cost incurred to stabilize and mediate the said piece of land, be deducted from that price, the reason for this is, by taking on the liability of Village land and becoming
the owner of it, I am also taking on the liability of remediating the said piece of land to bring it up to usable land.

- The south west corner of the bank is continually breaking away and the driveway has been repaved up to 3 feet in the last 10-15 years.
- In purchasing this land he would stabilize the driveway, most of which is on Municipal land and put in a retaining wall, to stop subsidence.

Council to take this item to In-Camera.

5. Adoption of Minutes

A. Regular Council Meeting of February 21, 2012

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

Resolved that: Council adopt the minutes of the Regular Council Meeting of February 21, 2012 with the changes presented.

Carried...

Mayor Broughton and Public Works Manager Partridge to meet regarding the railing to the Village Hall.

Public Works is working on removing graffiti.

6. Business Arising from the Minutes

Councillor Bain advised about his research into a Calendar.

- Microsoft Outlook Express will not work.
- In Google there is a calendar but it requires a g-mail account to be set-up.
- Councillor Bain will forward information to Council.

7. Unfinished Business

A. Additional Stop Signs

Two residents’ letters were received responding to the Village letter, both advising to hold the proposed stop sign in their neighbourhood. Public Works Manager Partridge advised that more discussion is needed, and maybe a line marked on pavement and clearing the bush in these areas could help considerably. Council to drive these areas and bring item back to Council at April 2 Council meeting.
B. Harvey Creek Access Road (Fieber Rock Engineer Report)

Public Works Manager Partridge advised that 3 areas are an issue. There is no perfect solution, but the best solution from a safety and access point of view is to work at it bit by bit. At 50 meters past the gate you can watch the rock fall. Fieber’s report advises to take a look at what rock is behind. Fieber recommended to go for tendering at an hourly rate. Public Works are only going in now when it is plugged or if it is an emergency.

Council advised that a tremendous amount of rock scaling has been done at both Magnesia and Harvey Creeks in the last few years.

Green rock has some stability, but the whole side of Harvey is bad, falling rock.

Fieber advises current road as a buffer road; to keep clawing away at a secondary road route and clear and warehouse the rock to be used later.

Public Works Manager Partridge to research preliminary costing and quotes on an hourly basis and to prepare reports if Public Works have to go into this area again.

Council is to create a Subcommittee, consisting of Mayor Broughton, Councillors McLaughlin and Bain and Public Manager Partridge.

Agenda item for April 2, 2012 Council Meeting.

8. Reports

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

Resolved that: Council received the reports of March 5, 2012. Carried...

A. Chief Administrative Officer

- E-Comm Emergency Communications – date requested
- Staff to follow up with Rob Simons re construction drawing for bus shelter to be included to the tender package.

B. Treasurer’s Report

- Council thanked Treasurer Koiner and Staff for their hard work.

C. Public Works Report

- Use of Brunswick Pit and lease limitations. Agenda item for Council meeting April 2, 2012.

D. Mayor and Council

- In regards to TransLink, we are continuing to build relationships with government.
- Mayor Broughton will reply to Play Scape.
Councillor Ronsley’s report:

- Bear Silhouette foundation is ready for installation.
- Mike Shiffer, TransLink Executive VP, Planning and Policy, to be invited as a presenter to Lions Bay.
- Library has 55 paid members.

E. Committees

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

Resolved that: Council are in receipt of Emergency Program Committee Meeting Minutes of October 18th, 2011.

Carried...

9. Resolutions

Resolution for Strategic Community Investment Funds Agreement.

- We have received a letter from the Province of British Columbia regarding the Strategic Community Investment Funds for 2012 – 2014.
- Between March 2012 and June 30th, 2012 we will receive two instalments.
- We are receiving $115,000.00 more in 2012.
- In the three year cycle there will be an overall loss of $100,000.00.
- In 2002 the Province of BC tried to remove the Small Communities Grant, but were unsuccessful.
- In 2012 we will receive $420,948.00.
- In 2012 we will receive $196,742.00.
- In 2013 we will receive $196,741.00.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

THEREFORE BE IT RESOLVED THAT: The Village of Lions Bay will sign off and send the Strategic Community Investment Funds Agreement to the Province of British Columbia for acceptance.

Carried...
10. Bylaws

A. Bylaw 439: Parks Regulation Amendment 2012: to be Adopted

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

Resolve that: Council adopt Bylaw 439: Parks Regulation Amendment 2012.
Carried...

11. Correspondence

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolve that: Council received the List of Correspondence for the period to March 2, 2012.
Carried...

A. List of Correspondence to March 2, 2012

External Correspondence #10 re Electoral Finance Reform Campaign.
Council discussed if there is any Electoral Finance Reform Campaign that occurs where we would be affected we would send in a Resolution. We would support it whether it’s Corporate or Union funds. Electoral Finance Reform dose not affect Lion Bay because we do not have any one who pays towards a supporter campaign.

Resident Letter #1 re Domestic Heating Oil Tank Abandonment. A Draft Policy by Building Inspector, Dave Butler and Fire Chief, Andrew Oliver on Oil Tanks on Resident’s Private Property, above and under ground, has been presented. Staff to check with Provincial Legislation and District of West Vancouver, that the draft policy complies with legislation.

Resident Letter #2 re TransLink connecting Sea to Sky Corridor. This letter is for information only. To invite TransLink along with Sea to Sky residents to a meeting.

Resident Letter #3 re dog licence revenue and expenses. Staff to advise resident that Council supports the dog licence revenue program and revenues received goes to support the costs incurred. Council will not be revisiting the dog licence fee structure.

Letter #4 re C12 Bus Service. This letter is for information only about C12 Bus Service and Inter-Regional comments through a survey.
12. New Business

A. Oil Tanks on Private Property – Draft Policy – dealt with

B. Earth Hour

Council is in support of Earth Hour which encourages residents to turn off all power as an awareness of being greener and cutting back on consumption on Saturday March 31st, 2012 between 8:30 pm and 9:30 pm. Staff to indicate to residents by epost and website.

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Resolved that: Village of Lions Bay Council does support Earth Hour on Saturday March 31st, 2012 from 8:30 pm to 9:30 pm to encourage citizens to celebrate Earth Hour in their homes and to cut back on their power consumption.

Carried...

C. Mayors’ Caucus

Mayor Broughton advised that there is to be a Mayor Caucus, being held in Penticton, May 16th to 18th, 2012. The purpose of which is to deal with Federal Government downloading.

13. In Camera

A. Resolution:

Moved by Councillor Ronsley
Seconded by Councillor Bain

That the Regular Meeting of March 5, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

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

(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

(k) Negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

Carried...
14. **Adjournment**

**Resolution**

Moved by Councillor McLaughlin  
Seconded by Councillor Bain

**Resolved that:** Council adjourn the Regular Council Meeting of March 5, 2012.  
**Carried...**

__________________________________________  
Mayor

__________________________________________  
Chief Corporate Officer
MINUTES

Present: Mayor Brenda Broughton
Councillor Scott Ando
Councillor Fred Bain
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Treasurer Anne-Marie Koiner
Public Works Manager Partridge
Accounting Clerk Hayley Cook (recorder)

1. Call to Order

Mayor Broughton called the Regular Council Meeting of April 2, 2012 to order at 7:00 pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council approve the Agenda of the Regular Council Meeting of April 2, 2012 with the following addition:
9A Resolution re Acting Corporate Officer

Carried...

3. Public Participation

Marlies Torrance
  • Congratulations to Mayor and Council for being awarded the grant for the Community Centre

Kambiz Azordigan
  • Congratulations to the new and returning Council
  • Parks in Vancouver have different hours based on requirements; in Kelvin Grove, the residents want to sleep
  • People arrive at 6:30 am, they talk to each other and their dogs bark
• Council should consider having an earlier closing time than 10:00pm and should open at around 8:00 or 8:30 in the morning

Lisa Turpin:
• Thank you Mayor and Council for the grant
• In discussion with other residents, suggestions came forward that it might also be a good time to resurrect construction on the bathrooms at the Lions Bay Beach Park
• The bathrooms are in very poor condition and a number of people would be willing to donate money and time to help out
• The agenda for the Council meeting was not on the website

Council asked Staff to ensure the agenda is posted online.

4. Delegations

C. Pending Public Hearing for Childcare Rezoning

Lisa Turpin came before Council to see if there were any questions regarding the amendment to the zoning bylaw she had requested, in regards to increasing the number of children allowed in a daycare within the Village.

Council summarised that the responses to the letters sent to the neighbours of the daycare had been in support of the increase from seven children to eight; four letters in support and one opposed. Council acknowledged the vital role the daycare plays in the Community.

Mrs. Turpin advised that her daycare policy instructs people not to park at the top of her driveway, but rather on the strip across the street. Mrs. Turpin will provide a copy of her daycare policy to the Village. Council added the zoning change under new business.

A. Community Safety Event/Parking & Beach Use

1. Ruth Simons asked for Village support for the Community Safety event being held on Wednesday April 25, 2012. Mrs. Simons asked for $100 to cover 50% of the refreshments and signage, the rest of the expenses are being split between Bear Smart and ESS.

2. Mrs. Simons advised Council of the report presented last fall to Council regarding Beach Park use. The report contained 16 recommendations, two of which have been done. Ken Wolder, owner of Lions Bay Marina is willing to work with Council to find a solution to the parking permit issues. Mrs. Simons suggested that Council should act on the recommendations and find a balance to have a safe and more peaceful summer.

Council added the item under new business.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley
Resolved that: Council is to give $100 to the Community Safety Event, and waive the hall rental fee.  
Carried...

B.  Traffic Noise on Panorama Road

The delegation did not present at the meeting. Noise testing is on the Highway Action Group meeting for Wednesday April 4, 2012.

5.  Adoption of Minutes

A.  Regular Meeting of the Council – March 5, 2012

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

Resolved that: Council adopt the minutes of the Regular Council Meeting of March 5, 2012 with the changes presented.  
Carried...

6.  Business Arising from the Minutes - None

7.  Unfinished Business

A.  Creation of a Sub Committee

The sub-committee for the Harvey Creek intake road will meet on Monday April 16, 2012; terms of reference will be created at the first meeting.

B.  Additional Stop Signs

Two letters have been received asking that Council do not put new stop signs in the Village, at the identified location. Public Works Manager Partridge advised that the corner of Mountain Avenue and Sunset Drive is a concern. Council agreed that Public Works should trim back the vegetation on Municipal Property to improve driver’s vision at the corner.

8.  Reports

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

Resolved that: Council received the reports of April 2, 2012.  
Carried...
A. **Chief Administrative Officer**

- The Small Communities Grant has been received
- The balance of $83,500 from the Lower Lions Bay Water Main grant has been received
- A large deposit from utilities payments has been received
- One film application was received and approved by the Village in March
- A new back-up tape drive for the server has been installed
- MAIS software issues are being worked through
- A contractor has been hired to assist with the audit
- The Village welcomed Tanith Laughton as the new Office Coordinator
- The Five Year Plan is being prepared
- The bus kiosk go-ahead letter has been issued

Treasurer Koiner advised that she would like to attend the MAIS conference; Council agreed that Treasurer Koiner should attend.

Treasurer Koiner gave Council a financial disclosure statement to complete.

**Public Works report:**

- Dealt with a dangerous tree in Brunswick
- Truck quotes will be reviewed at the next meeting
- School sidewalk was completed during Spring Break
- Drip zone next to the sidewalk needs clearing out; removing some of the trees would make the area lighter and easier to maintain
- Drip zone project to be put out to volunteers

**RCMP report:** No comments

B. **Mayor and Council**

**Mayor Broughton:**

- Mayor Broughton thanked Minister Ida Chong for supporting the Village of Lions Bay’s grant application. The Mayor thanked all of Council, previous Council, the Community, Staff, Millennia Architects and MLA Joan McIntyre
- Staff congratulated Mayor and Council for successfully lobbying for the grant
- Council is to meet with neighbours at Magnesia Creek regarding the area

**Councillor Bain:**

- Council agreed by consensus for Myron Loutet to create an emergency management booklet for Staff. Mr. Loutet is volunteering his time and has asked that the Village cover printing expenses and establish terms of reference
- Met with Fire Chief Oliver who advised he is in favour of retracting the letters on the properties at Crystal Falls, which were done in 2001
• Ambulance services has appointed a new unit chief

Councillor McLaughlin:

• Tree Committee update – Mr. Kisser and Mrs. Bartholomew have found a solution on the open
  Tree application file. The Tree Committee chair has been asked to redraft the application
  defining the work that can be done.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

Resolved that: Council support the Tree Committee actions as outlined in the Tree Committee approval
letter.

Carried...

Councillor Ronsley:

• Sea to Sky Invasive Species Council meeting in Squamish on April 17; E-post to be drafted by
  Councillor Ronsley
• LMTAC dissolved; work will continue. All records will be available for reference, including In
  Camera

Mayor Broughton thanked Councillor Ronsley for representing Lions Bay.

C. Committees – No reports received

9. Resolutions

A. Acting Corporate officer

Council discussed amending Bylaw #438 to state that the two officer positions within the Village,
corporate and financial, are to be held by two different people.

Staff recommended not going forward with the resolution, pending further discussion. Council agreed to
bring forward at April 17, 2012 meeting.

10. Bylaws – None

11. Correspondence

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley
Resolve that: Council received the List of Correspondence for the period to March 29, 2012. Carried...

A. List of Correspondence to March 29th, 2012

Outside correspondence # 9 – Adventure West Services. The correspondence advises that the environmental impact assessment has been reviewed and that the application for guided tours has been approved for a ten year tenure.

Council asked that an item like this should be highlighted in the future. Mayor Broughton will call to see if the matter is closed.

Public Works Manager Partridge suggested that the assessment does not take into consideration the fact that the Harvey Creek Watershed now supplies two thirds of the Village’s water supply.

Council discussed that the numbers have been reduced from the initial application but agreed that no one should be permitted to walk in the watershed.

Resident Letter # 1 re Post Boxes. Mayor Broughton to follow up with MP John Weston’s office on this issue.

Resident Letter # 2 re Rockfish Conservation Area.

Resolution

Moved by Councillor Ando
Seconded by Councillor Ronsley

Resolved that: The Village of Lions Bay website is to link to Fisheries and Oceans to show restrictions on fishing from the shores of the Village of Lions Bay. Carried...

Council agreed that a sign was not necessary. Public Works Manager Partridge advised that for a sign to be enforceable, it has to be a regulated sign.

Resident Letter # 3 re Daycare. Second letter to oppose. Staff to respond to the resident.

Staff to arrange for an Emergency Management workshop for Council and Staff in May/June.

12. New Business

A. Brunswick Pit and Lease limitations

The lease limitation is that if the Ministry of Transport needs the land, the Village has to remove anything stored there. This issue will be looked at after the Land Use Master Planning. Discussion on storage of materials will be put to the Harvey Creek Intake Road Sub-Committee.
B. **The Community Centre Project**

Council discussed the timeline for the Community Centre renovation that had taken place at the Committee of the Whole. It was suggested that the school district be contacted to see if any programs can take place there, if the Community Hall is going to be closed from the summer through to January or February.

Discussion ensued on the tight timeline presented by Millenia Architecture Corp. The condition of the roof, and concerns over increasing costing were noted. Council agreed to continue with the plan but be cognisant that the timeline may be extended.

**Resolution**

Moved by Councillor McLaughlin  
Seconded by Councillor Ronsley

**Resolved that:** Council is to move forward with the plans mapped out in the Committee of the Whole Meeting. A meeting will take place on April 16 at 7:30pm for the Community Centre Task Force and Stakeholders and on April 21st from 10:00-12:00, for the Community as a whole.

Carried...

C. **Elected Officials Emergency Management Workshop** - Done

D. **Underground Wiring**

Council has been approached by residents regarding underground wiring; it is in the OCP but not in the current budget. Council will look at this in the future.

E. **Safety Issue at School Parking**

Public Works Manager Partridge presented two solutions to the safety issue next to the school; lock blocks or an impact knoll. He recommended filling the area with clean fill. Public Works Manager Partridge will research dumping materials and update Council.

F. **Stewart Road Drainage**

The resident of 259 Stewart Road has requested that drainage be put on the roadway at the top of the driveway. The resident is installing drainage at the bottom of the driveway in front of the garage but this will not be sufficient to stop the amount of water. Public Works Manager Partridge advised that the structure of the road diverts and drains water incorrectly.

Council agreed that Building Inspector Butler should look at the property before the Village goes ahead with the project.

G. **Sea to Sky Invasive Species Council** – Done
H. Motion on Kinder Morgan

Council has received a motion on Kinder Morgan forwarded by Adriane Carr at Metro. The motion asks that there be public consultation, including engagement with affected Municipalities, regional authorities and First Nations before decisions are made to expand the amount of oil transported in British Columbia.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

Resolved that: the Council of the Village of Lions Bay does support local government having input.

Carried...

I. Fire Service for Upper Brunswick Neighbours

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

Resolve that: the letters on file regarding fire service for the Upper Brunswick residents are removed and that Councillor Bain and Fire Chief Oliver will meet with the residents as agreed, to put in a dry pipe or hose at the site.

Staff to research the creation of the bylaw to tax the resident.

Carried...

J. Zoning Bylaw regarding Kiddlywinks Daycare

Council discussed the request to increase the number of children allowed within a daycare. Council agreed to set a zoning amendment bylaw hearing.

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

Resolved that: Council will move forward with the wording of the resolution that the number of children allowed within a daycare is to be consistent with ratios set out as the Child Care Licensing Standards by the Ministry responsible for this area.

Carried...

The public hearing will be advertised in the North Shore News on April 20th and 22nd. The public hearing will take place on April 30, 2012.
K. Beach Park Initiatives

Council discussed the need to deal with parking; if this issue is resolved, the Beach Park problems will be solved. Council discussed having more Bylaw officers working on busy weekends. Ruth Simons and Ken Wolder are to be included in the discussions.

13. In Camera

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

That the Regular Meeting of April 2, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.
(e) The acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality

Carried...

14. Adjournment

Resolution

Moved
Seconded

Resolved that: Council adjourn the Regular Council Meeting of April 2, 2012.

Carried...

Mayor

Chief Corporate Officer
REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, APRIL 17th, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present: Mayor Brenda Broughton
Councillor Scott Ando
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Treasurer Anne-Marie Koiner
Accounting Clerk Hayley Cook (recorder)
Public Works Manager Partridge

Regrets: Councillor Fred Bain

1. Call to Order

Mayor Broughton called the Regular Council Meeting of April 17, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council approve the Agenda of the Regular Council Meeting of April 17, 2012 with the following on table additions:
8a Public Works Report
9B Resolution to Adopt the Amended 2012 Provisional Budget
9C Stewart Road Project Discussion
9D Contract for Stewart Road
9E Resolution to Sign the Agreement for BC Community Recreation Grant
9F Proclamations for Public Works Week
9G Proclamation for Drinking Water Week
Incoming Correspondence – Two resident letters regarding the HAG meeting
7C Park Hours

Carried...
3.  Public Participation

Ute Phillips:

- Two issues, 1 of which, Arts Council input for the Community Centre Renewal has already been addressed by Council
- Questions regarding the budget; the 2011-2015 Five Year Plan had extensive amounts in for infrastructure, including completing the Road Program. In the 2012-2016 Five Year Plan, all of this money has been taken out
- Would like to have Council explain this philosophical shift
- Village Manager Mandryk had assured Ms. Philips that there was a plan to correct the problematic issues on Oceanview Road to do with water

Council advised the resident that the $200,000 in the budget for the Community Centre renewal has not been taken from other infrastructure projects, the money was in the previous year’s budget for the same purpose. There is $50,000 in operation for projects. In the years 2013-2016, there is money being put back into reserves.

In 2011, there were two expensive projects that had not been planned for; the Kelvin Grove water main repair and rock scaling at Magnesia Creek. These projects cost hundreds of thousands of dollars. This year, Council wants to step back and plan for such projects. Council met with Treasurer Koiner regarding reallocating some money from reserves into capital projects.

It was noted by Council that there are other projects, such as Harvey Creek Road, that are very large projects.

Council advised that the water pipes on Highview Place and Upper Bayview still have ten years left in their lifeline.

Mr. Stone:

- Would like to see the new Parks Bylaw; does it include no drinking alcohol?
- Would like to see the time a Council meeting ends in the Minutes, and would like the minutes to be published to the public
- Concerned about the water rates; the Council who will be in place in 18 years will not know to end the payment of the debenture being paid through the rates
- The resolution Council passed in January to hold the second meeting of the month on Tuesdays should be rescinded

Council responded:

- Council cannot hold a future Council to a decision they make currently
- Council has met regarding the Beach Park issue this week and there are definite ideas that will be presented at the next Council Meeting
- There is a continuation from one Council to the next. All Councils are there to work for the Community
- No alcohol is permitted at the beach except for sanctioned events; this falls under the jurisdiction of the RCMP
4. Delegations

A. Bylaws

Mr. Stone presented the average revenues collected from dog licences in the last 10 years and the expense incurred from dogs in the Village:

- From 2000-2008, the average collection was $2,250, with the average expense being $750
- In 2009, $3,500 was collected, with $3,200 in 2010
- Since 2000, $23,000 more has been collected that spent
- Cost of dog licences should be free for the next 22 years or be greatly reduced
- Dog owners alone, should not be responsible to cover the expense of the Bylaw Officer
- Received a letter from Council saying that all the monies collected are spent

Treasurer Koiner responded that without research, the years 2000—2008 could not be commented on, but in the last three years, the revenue collected from the licences has been spent on dog related expenses.

Council advised that in the last few years, the number of dog dispensers and bags in the Village has greatly increased; the problem of owners not picking up after their dogs in the Village has been quelled. A fee is paid to the SPCA in the event that, should an issue relating to dogs arise, it can be dealt with professionally. The fee paid in Lions Bay is consistent with other North Shore communities.

Council also advised that, since the start of the previous Council’s term, a real effort has been made to ensure that expense are now recorded in the area they apply to. Time and money is now apportioned where it should be and, therefore, the figures from the last three years reflect the actual expenses.

Public Works Manager Partridge advised that in the last two years, the amount of time spent on looking after the dog dispensers has dramatically increased. The number of dispensers has doubled in this time due to requests and areas of concerns.

Councillor McLaughlin will look into the issue for next year.

5. Adoption of Minutes

A. Regular Meeting of the Council – April 2nd, 2012

Resolution
Moved by Councillor Ando
Seconded by Councillor Ronsley
Resolved that: Council adopt the minutes of the Regular Council Meeting of April 2, 2012 with the changes presented.

Carried...

6. Business Arising from the Minutes

- Bus Kiosk – waiting to hear back from the designer
- Vegetation at the corner of Mountain Avenue and Sunset Drive; will be done soon
- Waiting for a response from John Weston’s office regarding the post boxes in Lions Bay
- Council received legal counsel regarding the acting corporate officer resolution
- Staff to follow up regarding the daycare policy from Lisa Turpin

7. Unfinished Business

A. Tree Application 26B

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando

Resolved that: Council approved receipt of the recommendations and approve to proceed as per application 26B.

Carried...

Council thanked Councillor McLaughlin, the Tree Committee and former Councillor Gordon Taylor for all their work on this application.

B. Public Works Fleet – Truck Quotations

Public Works Manager Partridge advised that the plan is to replace one dump truck and two large pick-ups trucks with a new dump truck and two light pick-up trucks. Gas consumption will be reduced and the size of the fleet will be reduced. Public Works Manager Partridge recommended leasing the vehicles. The quotes will be discussed In Camera.

Council agreed to move 7C Park Hours to 12C.

8. Reports

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council received the reports of April 17, 2012.

Carried...
A. Chief Administrative Officer

Public Works Report:

- Replacing the sign at the entrance to the Village, the old log was destroyed by carpenter ants. It will be replaced by an identical sign that was made at the same time as the original one
- Christmas lights were removed from the tree at the entrance to the Village; the lights have strangled the tree; volunteer gardeners to look at the tree
- Public Works is working with the school district and residents of Bayview on the berm area at the school

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council agrees to move forward with the berm project on Bayview. (Carried...)

- Irrigation is being looked into at the Native Plant Garden
- Staff to send an E-post reminding residents about Pitch-in-Week
- Tennis Group thanked Public Works for the great work on cleaning the court
- Public Works Manager Partridge advised that the tennis court clean-up involved a great deal of labour

B. Chief Administrative Officer

- JEPP grant funding has been awarded to the Village for the EOC
- Practicum student will be here two days a week in May and then every day until the end of June
- Staff to bring back costs for bear proof bins to the next meeting
- The Historical Society has suggested that donors who contribute to the Community Centre fund, should be sent a thank you card and an historical booklet

Treasurer’s Report:

- 345 remittances have been received to date for secondary suite. No separate numbers as yet on how many have been paid for
- At year end in 2011 there were 60 secondary suites registered, with 38 paid for being occupied by a non-family member

C. Mayor and Council

Mayors Report: No Comments
Councillor Ronsley:
• Great presentation at the Invasive Species conference. There was good turnout for the presentation
• TransLink would like a booth at an event

Council discussed the Village of Lions Bay Library, and the opportunities that could be looked at for the future of the library: becoming an auxiliary for West Vancouver Library, ordering books via internet access from the Lions Bay Library, using the Vancouver Book Mobile. Council to do some research with the library volunteers, and report.

D. Committees

9. Resolutions

A. Acting Corporate Officer

Resolution

Council received legal counsel on this resolution. The Bylaw does not have to be changed immediately.

Moved by Councillor McLaughlin
Seconded by Councillor Ando

WHEREAS the Village Manager is absent, and
WHEREAS the Treasurer is the Financial Officer and has also been Acting Corporate Officer since December 5, 2011 as a result of the Village Manager’s Absence, and
WHEREAS the responsibilities of the Corporate Officer fall within the personality of the business of the Office Coordinator, and
WHEREAS the Village of Lions Bay Council has been asked to lighten the load of the Treasurer in this regard, and
WHEREAS this will enable the Treasurer to fulfill the responsibilities of this role,

THEREFORE BE IT RESOLVED that: Council appoints the Office Coordinator to be Acting Corporate Officer, with the duties set out in the Community Charter Division 5, Section 148.

Carried...

B. Provisional Budget

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando
Resolved that: Council adopt the change presented; moving Community Hall from operating expense to capital expenses.  

Carried...

C.  Stewart Road Drainage

Resolution

Moved by Councillor Ando
Seconded by Councillor Ronsley

Resolved that: Council resolves to proceed with the Staff recommendation to provide drainage in front of 259 Stewart Road on municipal property, as it is a unique drainage concern.  

Carried...

D.  Stewart Road Drainage – Award of Contract

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council resolves to award this contract to Budget Drainage with a Memorandum of Understanding that makes it a fixed price as per their quote.

Budget Drainage is $250 more expensive than the least expensive quote, but in this case ensures that there is a clear differentiation between what the Municipality is working on, versus the homeowner’s construction project.  

Carried...

E.  BC Community Recreation Grant – Contribution Agreement

Resolution

Moved by Mayor Broughton
Seconded by Councillor Ando

Whereas the Province of British Columbia has awarded the Village of Lions Bay a grant of $440,343 in contribution to the renewal of the Community Hall

Whereas the Ministry of Community, Sport and Cultural Development requires the Village of Lions Bay to enter into a contractual agreement with them, with regard to the terms and conditions for undertaking the renewal project and qualifying for the financial contribution.

Therefore it is resolved that: the Mayor, or her Authorized Signatory, sign the Contribution Agreement – Project No. 16112 – dated for reference the 26th of March 2012.  

Carried...
F. Proclamation for Public Works Week

Resolution

Moved by Mayor Broughton
Seconded by Councillor Ronsley

Resolved that: Council declare that May 20-26, 2012 inclusive, shall be known as “Public Works Week”.

Carried...

Staff to draft an E-post in the week prior for Council to review.

G. Proclamation for Drinking Water Week

Resolution

Moved by Mayor Broughton
Seconded by Councillor Ando

Resolved that: Council declare that May 13-19, 2012 inclusive, shall be known as “Drinking Water Week”.

Carried...

Staff to draft an E-post in the week prior for Council to review.

10. Bylaws

A. Bylaw 444: Road Closure Bylaw 2012 (1st, 2nd & 3rd Reading)

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Resolve that: Council approve the 1st reading of Bylaw 444: Road Closure Bylaw 2012.

Building Inspector Butler supports the Bylaw. The sale of the land can occur when the road is closed. After the closure, Land Titles are informed and then the road closure is repealed.

Carried...

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolve that: Council approve the 2nd reading of Bylaw 444: Road Closure Bylaw 2012.

Carried...
Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

Resolve that: Council approve the 3rd reading of Bylaw 444: Road Closure Bylaw 2012.
Carried...

B. Bylaw 445: Amendment to Zoning Bylaw No. 362 (1st & 2nd Reading)

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolve that: Council approve the 1st reading of Bylaw 445: Amendment to Zoning Bylaw No.362
Carried...

Resolution

Moved by Councillor Ando
Seconded by Councillor McLaughlin

Resolve that: Council approve the 2nd reading of Bylaw 445: Amendment to Zoning Bylaw No.362.
Carried...

C. Bylaw 446: Five Year Plan (1st, 2nd & 3rd Reading)

Council agreed to a friendly amendment to the Five Year Plan; moving $100,000 out of the funds going back into reserves and into a line for infrastructure and roads.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando

Resolve that: Council approve the 1st reading of Bylaw 446: Five Year Plan.
Carried...

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolve that: Council approve the 2nd reading of Bylaw 446: Five Year Plan.
Carried...
Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

**Resolve that:** Council approve the 3rd reading of Bylaw 446: Five Year Plan.

Carried...

D. Bylaw 447: Tax Rates (1st, 2nd & 3rd Reading)

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

**Resolve that:** Council approve the 1st reading of Bylaw 447: Tax Rates.

Discussion:
Treasurer Koiner advised Council on who sets the various rates and amounts of taxes to be collected by the Village; the Village is presented with the stats from the GVRD, which is based on the Village’s Assessed Rates. This year the rate was slightly down.

Carried...

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

**Resolve that:** Council approve the 2nd reading of Bylaw 447: Tax Rates.

Carried...

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

**Resolve that:** Council approve the 3rd reading of Bylaw 447: Tax Rates.

Carried...

11. Correspondence

List of Correspondence to April 12th, 2012

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando
Resolve that: Council received the List of Correspondence for the period to April 12, 2012.

Carried...

Letter # 3 removed; letter sent in error. The Ministry has apologised for the error.

Resident letters 1 and 2 re: removal of vegetation on the highway. The Ministry of Transport advised the Village at the Highway Advisory Group meeting on April 4, 2012 that they would not be offering any further compensation to the residents of Panorama Road. The Ministry of Transport suggested asking Miller Capilano to re-vegetate the area on top of the cement wall in the northbound exit ramp with low thick vegetation. Staff to respond to the residents with this information.

Staff to discover if the increased enforcement by the RCMP shows up in a report anywhere.

Staff to research a sign showing motorists their speed as they enter the Village of Lions Bay on the highway.

12. New Business

A. Metro Vancouver Delegation – September 18th, 2012 – 5:00pm

Council confirmed the time for the Metro Vancouver delegation for September.

B. Good Neighbour Bylaw

A review of 10 Southview Place to be done within the next month with Staff and Council.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando

Resolved that: Council to direct Staff to instigate a review of Southview Place under the Good Neighbour Bylaw.

Councillor McLaughlin to follow up on a monthly basis. Looking at the property using the Good Neighbour Bylaw is a new initiative.

Carried...

C. Park Hours

Council discussed bringing the opening hours of the parks to be in line with the Noise Bylaw. Council to be sent a copy of the bylaw for discussion at the next meeting.
13. In Camera

A. Resolution:

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

That the Regular Meeting of April 17th, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

90 (1) A part of a Council meeting may be closed to the public if the subject matter being considered relates to or is one of more of the following:
   (a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.
   (e) The acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality

Carried...

14. Adjournment

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando

Resolved that: Council adjourn the Regular Council Meeting of April 17, 2012 at 9:37pm.

Carried...

__________________________
Mayor

__________________________
Acting Corporate Officer
MINUTES

Present:

Mayor Brenda Broughton
Councillor Scott Ando
Councillor Fred Bain
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Treasurer Anne-Marie Koiner
Accounting Clerk Hayley Cook (recording)

1. Call to Order

Mayor Broughton called the Regular Meeting of May 7, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council approve the Agenda of Regular Council Meeting of May 07, 2012, with the following changes:
12L On Table Items

Carried...

3. Public Participation - None

4. Delegations

A. ESS – Volunteer Recognition

Mayor Broughton called up all the members present of Emergency Social Services and gave a speech thanking the members for all their years of service. Sally Pollock, chair of ESS was unable to attend the meeting but very much wanted the pins showing the years of services of the volunteers to be presented during emergency preparedness week.
ESS Member and years of service pin presented:
Celia Haas - 10 years
Liz Carson - 15 years
Susan Loutet - 15 years
Jan Schneider - 20 years
Tina Schneider - 20 years

B. Tree Application – Kelvin Grove Way

Ray Kisser of 345 Kelvin Grove Way spoke to Council regarding his tree application:
• Asked Council to reconsider their decision made for tree application 26B
• Result is in contrast to the Tree Bylaw; also sets a dangerous precedent for other applications
• Process began in 2004; if the trees on Municipal property were left unchecked, the views of Howe Sound would soon go
• Asked neighbours if they would mind the trees being trimmed, all agreed except for one
• A decision was made to approve the application but with restrictions that were against the wishes of most neighbours.
• Cannot allow one neighbour to halt the process; it is undemocratic
• The decision sets a dangerous precedent for other applications
• Eight neighbours were contacted, one opposed and one was impartial
• The neighbour opposed was given a timeframe to do their own survey, but they did not comply
• Mr. Kisser did another survey, during which time, the neighbour in opposition called the police and blocked the survey
• The Council decision allowed the trees to be topped 4 metres. Since 2004, they have grown 45 feet; 4 metres is not enough
• The neighbourhood wants the benchmark height to be 30 feet
• The development plan for Kelvin Grove stated the value of views and said that trees planted must not be allowed to grow over 25 feet

Council noted that while views are a consideration, there are other issues such as erosion and sloughing that have to be balanced. It is on record that people in the area have voiced their disapproval of taking the trees down.

Council advised Mr. Kisser that the matter will be discussed further.

C. Beach Construction – Brunswick Beach Road

Andrea Noble – daughter of Michael and Dianne Noble, the property owners, presented the background to the lock-blocks at the property:
• Owned the property for 35 years, have the utmost respect for the Village
• In 1962, 2 big logs were washed up in front of the property creating a natural buffer, protecting the cottage and beach area
• Since the logs erosion, lots of driftwood has come in creating a safety hazard
• Recently, the owners put temporary blocks to replace the log buffer
• The blocks have natural stone on the front to blend in
• The blocks do not set precedent; everyone on the beach has a buffer or wall for safety
• The blocks are moveable, they are not cement like some of the properties
• Request Council allows the owners to maintain the temporary buffer

Council advised Ms. Noble that a report will be requested from the Building Inspector.

5. **Adoption of Minutes**

   A. **Regular Council Meeting of April 17th, 2012**

   **Resolution**

   Moved by Councillor Ronsley
   Seconded by Councillor Ando

   **Resolved that:** Council adopts the Minutes of the Regular Council Meeting of April 17, 2012, with the change presented.

   Carried...

   **Follow up:**
   Bus kiosk timeline – still waiting for a response.

   B. **Public Hearing of April 30th, 2012**

   **Resolution**

   Moved by Councillor Bain
   Seconded by Councillor Ronsley

   **Resolved that:** Council adopts the Minutes of the Public Hearing of April 30, 2012, with the changes presented.

   Carried...

6. **Business Arising from the Minutes - None**

7. **Unfinished Business**

   A. **Southview Place – Good Neighbour Bylaw**

   Staff has taken the first initial investigation to the property; will report back.

   B. **Garbage can at Centre Road Bus stop**

   Prices were presented for the different options available for bear proof bins for the bus stop at Centre Road. Council deferred the item until the bus kiosk is nearer completion.
C. Parks and Parking

Councillor Ando presented a number of suggestions regarding parks and parking:

- Nothing currently in the Parks Bylaw to prohibit alcohol; without a bylaw, the Provincial law governs. Our Bylaw Enforcement Officer can therefore not issue a ticket, has to call the RCMP
- The Village could provide a handicapped space next to the utility pole near the entrance to the Lions Bay Avenue Beach
- Wheel immobilizers; Council would need legal advice before continuing with this option
- Increase day pass to $15, then gradually go up to $20
- Charge residents to park at the beach or limit parking for up to three hours; if Council wants to limit the people parking. The charge could be as little as 25 cents per hour
- Money for Wheel immobilizers already in the budget, the issue is collecting the money

Council discussed the resident reaction to being charged for parking. Councillor Ando to send the ideas out to the residents in an E-Post for feedback.

Staff to advise Councillor Ando of the ticket process. Staff advised that six passes are currently given to the Bible group who use Anvil Island. These passes are used for overnight parking.

Council noted that the Lions Bay Arts Council have been asked to create a Lions Bay style header for traffic signs to make them friendlier. Bylaw Enforcement Officer Partridge has been asked for wording for the signs.

The RCMP has requested a meeting with Staff and Council to discuss their potential role.

8. Reports

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council received the reports of May 07, 2012. Carried...

A. Chief Administrative Officer

The funds for the BC Community Recreation Grant have been received. Staff is looking into accounting options. Council requested a running figure with the costs against it throughout the project.
Treasurer Report:

- Treasurer Koiner clarified that photos are taken of bylaw infractions and letters are then sent out to residents
- Construction parking passes have been issued for the contractors on Tidewater Way. This has been the only building permit issued in the last 4 months in the Village
- Elections material paperwork takes 150 days after elections to close; it is now complete

Council asked Staff to ensure all related activities have been accounted for and related dollars collected.

Recording Secretary Cook would like to take an online minute taking course offered by Eli Mina; the cost is $250.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando

Resolved that: Council approve the funding to allow Recording Secretary Cook to take the online minute taking course presented.

Carried...

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

Resolved that: Council agreed to allow a practicum student from Capilano University to work in the Village Office for two weeks.

Carried...

Bylaw ticket statistics were presented for the year 2011. So far about 50% of the tickets have been paid for, the majority of the remaining are at the collection agency.

Councillor Ando to look into solar panelled parking machines.

Statistics for Fire Department call outs were presented for 2011. Council to follow up with the Ministry in September regarding the amount paid for PEP call-outs.

Council commended the Fire Department for their fine training and skill; 5 members of the Lions Bay Fire Rescue Department have been hired by North Shore Departments. Council congratulated the department and Fire Chief Oliver.

RCMP report – no comments
B. Mayor and Council

Mayor’s Report – no comments

Councillor Ronsley’s Report:

- Met with the Senior’s Guild. They have a list of people with and without email for contacting during an emergency or important Municipal Notice.

C. Committees - none presented

9. Resolutions

Motion

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council table the resolution until further information has been received from Staff.

Carried...

A. Staples – Supplier Credit Account

Council resolves that the Village of Lions Bay shall present an application to Fédération des caisses Desjardins du Québec ("FCDQ") for the issuance of a VISA Desjardins Corporate credit card for the purchase of items from Staples Inc.

And that should the application be approved, The Village of Lions Bay will sign a service agreement for the Issue of VISA Desjardins Corporate Credit Cards

And that the Chief Financial Officer is hereby designated as the Primary Administrator of the VISA Desjardins Corporate credit card program.

And that the following representatives are authorized to sign for and on behalf of the Village of Lions Bay any document that is required or useful in giving effect hereto, up to a limit of $2,000 with a purchase order number.

Anne-Marie Koiner – Treasurer/Chief Financial Officer
Susan Loutet – Administrative Assistant
Hayley Cook – Accounts Payable Clerk

Staff to report back on this.
10. **Bylaws**

   **A. Amendment to Zoning Bylaw – Bylaw 445, 2012**

   The Ministry of Sports and Cultural Development has advised Council to hold a second Public Hearing regarding the amendment to the Zoning Bylaw. A new hearing is required as the process has been sullied due to contact between the Public and Council.

   The Public Hearing will take place on May 22, 2012 at 5:30pm in Council Chambers.

   **Resolution**

   Moved by Councillor Ando
   Seconded by Councillor Ronsley

   Resolved that: Council approve the 2nd reading of the Amendment to Zoning Bylaw – Bylaw 445, 2012, with the amendment presented.

   Carried…

   **B. Five Year Financial Plan 2012-2016 – Bylaw No. 446**

   **Resolution**

   Moved by Councillor McLaughlin
   Seconded by Councillor Bain

   Resolved that: Council adopt Bylaw No. 446 - Five Year Financial Plan 2012-2016

   Carried…

   **C. Tax Rates Bylaw – Bylaw No. 447**

   **Resolution**

   Moved by Councillor Ronsley
   Seconded by Councillor Bain

   Resolved that: Council adopt Bylaw No. 447 - Tax Rates Bylaw

   Carried…

   **D. Road Closure Bylaw 2012 – Bylaw No. 444**

   Public notice for the sale of public land will be posted.
11. Correspondence

Resolution

Moved by Councillor McLaughlin  
Seconded by Councillor Ronsley

Resolved that: Council received the list of correspondence to May 03, 2012.  
Carried...

A. List of Correspondence to Thursday, May 3rd, 2012

Correspondence #9 re: BC Community Recreation Grant contract.  Mayor Broughton to thank Minister Ida Chong for awarding the Village of Lions Bay with the grant and appreciation for forwarding the cheque for the full amount.

Correspondence #4 re Vancouver Coastal Health consultation on Healthy Families. Councillor Ronsley to report back.

Resident Letter #1 re graffiti. Letter to go back to the resident thanking them for their comments. Council noted that all graffiti needs to be cleaned off straight away.

Resident Letter #2 re parking and trail connecting Sweetwater Place to Tidewater. Council is working on aligning park hours with the parking lot opening. Council discussed the connecting trail. The previous Public Works Manager estimated the work at $75,000.

Staff advised that there is a covenant on the property and there is a legal issue. Staff to look into the issue and report back. Letter to go back to the resident stating that both issues are being discussed.

Resident Letters #3-11 – thanks to Public Works Department and Public Works Manager Partridge for the handling of the boil water notice.

Council officially recognised the outstanding work that Public Works Manager Partridge and the crew did.

Mayor and Council wishes to express to Public Works their long hours and dedication of service for safe water supply Council is appreciative and thanks them.

Correspondence #12 re: Community Safety Forum. Council expressed thanks for the visioning organisation for an outstanding event and hopes it might be replicated next year.
12. New Business

A. Geoscience Report – Lions Trail

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council received the report from Cordilleran Geoscience dated May..., 2012
Carried...

Good news report; there is no hazard at the site. Request to be sent to the Ministry of Forest, Lands and Natural Resources to ask what their plans are in relation to the findings of their report.

B. Tree Application – Kelvin Grove Way - Defer to In Camera

C. School District #45 Costs for Gym Use

Requests have been made for use of the hall during the Community Centre Renewal. Costs to hire the school gym were presented. The costs would involve a significant increase for programs. Council discussed the need to contact the people running the programs, then advise the parents and decide from there what to do. Treasurer Koiner is to work with councillor Ando on cost analysis for the programs. Council discussed the option of cost sharing for some events. Councillor Ando will take the information to the PAC.

D. Wheel Clamping – already discussed

E. Graffiti Vandalism – already discussed

F. Advisories to Residents

Councillor Ronsley is to meet with resident Louis Peterson of the Seniors’ Guild to discuss suggestions on how to get advisories out to residents.

G. Oceanview Place Drainage

Water is seeping into a resident’s yard. The issue is not new and the resident would like it to be resolved.

Building Inspector Butler to look into the issue and report back.

Public Works Manager Partridge has made his presentation; the cost to fix has not yet been quantified but may be high.
The item is to be added to the next Council Meeting agenda.

H. **Visits from John Weston MP**

Two visits from John Weston MP:

June 1 – Town Hall Meeting from 6:30pm – 8:00pm to take place in the Village Hall.

June 2 at 1pm – National Recreation Day. Council discussed options for this day; tennis and soccer were suggested.

I. **Howe Sound Community Forum**

Mayor Broughton and Councillor Ronsley are to attend the event on May 25, 2012.

J. **Community Garden Update**

Community Garden Show to take place on May 26, 2012. Council to attend and the Community Centre drawings will be displayed.

K. **Shakeout BC 2012**

Shakeout BC 2012 is to take place on October 18, 2012. Item to be put back onto the agenda closer to the date.

L. **On Table items – Open Council Meetings**

On table items regarding Council Open Meetings were presented.

**Open Meetings**

Council received a summary from Councillor Ronsley of telephone calls to the Ministry of Sports and Cultural Development regarding the definition of an “Open Meeting”. Councillor Ronsley said that the June Hicklin at the Ministry had confirmed that this was not a “black and white” issue. If the meeting is for briefing purposes only, with no decisions being made, the meeting does not need to be posted to inform the public. Councillor McLaughlin noted that meetings could take many forms such as several Councillors meeting the architect. Mayor Broughton said she had not expected all of Council to attend the meeting in question, but in the event they all turned up.

Treasurer Koiner also presented a letter from Don Sutherland, Director of Advisory Services at the Ministry and a copy of the guidance on open meetings from the Ministry website. She highlighted the paragraph which states that “Council gatherings where all council members could be seen to be making decisions, or moving towards making decisions” meet the definition of an open meeting.
Mayor Broughton said that she fully supported this. As Mayor, she expected to be spoken to with respect. She said that there is no question that this Council is of every intention of meeting every ethical guideline and has always been of that intention.

Mayor Broughton said that Mayor and Council can expect to be briefed for a minimum of one hour a week on staff issues and should never be surprised by Staff.

Oceanview Drive Drainage

Resident driveway issues will be put on the next agenda.

13. In Camera

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Resolution

That the Regular Meeting of May 7th, 2012 does close this meeting to the public on the basis of matter to be considered under the following sections of the Community Charter:

90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to, or is one of the following:
   (c) labour relation or other employee relations
   (g) litigation or potential litigation affecting the municipality;

Carried...

13. Adjournment

Resolution

Moved and Seconded

Resolved that: Council adjourn the Regular Council Meeting of May 07, 2012

Carried...

Mayor

Acting Corporate Officer
REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY MAY 22ND, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

PRESENT

Mayor Brenda Broughton
Councillor Scott Ando
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Treasurer Anne-Marie Koiner
Accounting Clerk Hayley Cook (recorder)

REGrets:
Councillor Fred Bain

1. Call to Order

Mayor Broughton called the Regular Council Meeting of May 22, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council approve the Agenda of the Regular Council Meeting of May 22, 2012 with the following on table additions:
12E Bylaw Officer’s Role

Carried...

3. Public Participation –

Ruth Simons:

- One year anniversary of Centennial trail on May 14, 2012
- Invited to present to BC Trails AGM with John Dudley; gave the Centennial Trail presentation. Talked about parking limitations and what has been done
- The Sea to Sky Trail will bring a lot of tourism through Lions Bay
- Phase 1 from Squamish to D’Arcy s almost complete
- The next Phase is from Horseshoe Bay to Squamish and is mainly water trails; asked BC Trails to keep the Village in the loop
- The SLRD invested $6.60 per property for the Sea to Sky Trail
- Squamish has 40 events this year for cycling
• On Saturday there will be a presentation on the trails to John and Rose Dudley for all their work on the trails; “Dudley” bridge sign was shown to Council

Council thanked Ruth Simons, the Trailblazers and Jonathan Wreglesworth for all their work.

Mr. Godoy

• Why did it take several months for Council and Building Inspector Butler to notice a building being constructed at the Marina?
• Mr. Godoy told Staff about the building
• It is a small, commercial enterprise shed being built by a sub-contractor at the Marina
• The business is working with fibreglass; could pollute the water
• There is a noise issue and a fire hazard
• What action has been taken?
• Construction has continued after the stop work order

Council asked Staff to give a full report on the issue. Council advised that Staff need to understand that the Village is guided by our Bylaws.

Lisa Turpin:

• Miller Capilano has clear cut the vegetation on properties on Panorama and Municipal property; the sight line and noise is appalling
• Came to speak on behalf of the resident of Panorama; nine properties have been told there will be no noise mitigation
• Poor communication regarding Zoning Bylaw; was sent an email regarding an earlier meeting but was not told the time

Mayor Broughton will email Miller Capilano and Ministry of Transport again regarding the issue of the clear-cut vegetation.

4. Delegations

A. Industrial Activities – Oceanview Road

David Shore of 270 Oceanview Road discussed his presentation he had sent to Council regarding the industrial activities on Oceanview Road.

• Researched Bylaws
• The issue is about safety; heavy equipment and machinery is going up and down the road
• Some of the machinery has to go on flatbed trailers; the driver cannot see
• Sometimes the vehicle go up Highview
• Numerous calls have been made to the Office
• The presentation includes a video of a truck backing up the road
• The roads have deteriorated
• Ask that the Bylaw be administered
VILLAGE OF LIONS BAY
Regular Council Meeting of May 22, 2012

- Questioned the weight used in Bylaw 413; a vehicle over 63,500 kg requires a permit to operate; this weight far exceeds any normal truck
- In West Vancouver there are roads that restrict any downhill activity for trucks beyond 10,000 kg
- Ask Council to look at the Bylaw and consider the appropriate weight

Council advised they would follow up on this issue. Mayor Broughton suggested it was a “reckless” use of the Village’s road system by a resident.

Mr. Shore asked Council what the process is for responding to Bylaws and advised that the pertinent bylaw for this issue is not on the website.

Staff to update the Bylaws and provide the emails and calls from residents from Thursday and Friday of the previous week.

Staff advised that when they received the information from Mr. Shore they called Bylaw Enforcement Officer Partridge who visited the area on Thursday. Treasurer Koiner visited the area again on Friday.

Mr. Shore asked if he could be given the outcome of a Bylaw request. Staff advised that he could not but that Council would be briefed. The Freedom of Information Act is very specific about what information can be given out.

Council advised that if a law is being broken, residents should feel free to call the RCMP or Watch 99.

Mayor Broughton advised that she expects there will be no commercial enterprise at 300 Oceanview Road and that it will become zone RS1 again. $610,000 of public funds went to G.E. Koba Enterprises in 2011. Council would ask the residents to behave like citizens of the Village and respect the Village. The issue has taken up Council and Staff time for over 18 months.

B The Lions Bay Kids’ Nature Trails

Oliver Ganske of 440 Bayview and John Wescot of 555 Bayview.

- Looking to create a series of kids nature trails that can provide a venue for families of Lions Bay School’s children and younger children to stay in the Village for some of their recreation
- The trails would also be useful for outdoor education
- The most appropriate area is located on school grounds
- Have discussed the idea with teachers and the Vice-Principal of the Lions Bay Elementary School; they are also interested in the trails and taking their education outdoors
- The facility workers from the West Vancouver School District cannot sign off on their position unless the Municipality of Lions Bay will come on board and support the project
- Need to figure out what they would like to see from Village in order to allow the project to go ahead; could expand on the permit the Village already has in place with the School District
• The project has low impact for infrastructure and will fit into the existing landscape
• Very little maintenance required

Council will begin the process and send a letter to the School Board. Staff advised the Village’s insurance should cover liability, as it does for after school use.

Resolution

Moved by Councillor Ando
Seconded by Councillor Ronsley

Resolved that: Council gives Mayor Broughton and Councillor Ando support to start the initiative through working with School District 45, with the goal to achieve a permit.

Carried...

5. Adoption of Minutes

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Resolved that: Council adopt the Minutes of the Regular Council Meeting of May 7, 2012 with the changes presented.

Carried...

Follow up on programming at the school in September; the School District is fine if the Village goes ahead and uses the gym or not. PAC and parents have been advised about programming changes due to the Village Hall closure. The next step is to involve the providers of the activities. There is a need to move quickly as the Hall will be closed by September 1, 2012.

6. Business Arising from the Minutes - discussed

7. Unfinished Business

A. Drainage & Road Condition – Oceanview Road

Council advised that issues on private driveways are the responsibilities of the residents; most properties cross Municipal land at some point. Education was noted as the way to respond to the requests. Councillor Ronsley is to work on an E-Post on this issue with Staff. Staff to respond to the two residents correspondence saying thank you and that their requests have led to a Council discussion in resident education.

8. Reports

Resolution

Moved by Councillor Ronsley
Resolved that: Council received the reports of May 22, 2012.  Carried...

A. Chief Administrative Officer

Staff advised that Daybreak Bible Group is currently issued with 6 resident parking passes. They have weekly programs running from April to September; most of the time the passes are being used by the volunteers. Staff discussed the impact that this could have with six parking spots being taken up over the busy summer months. Staff to call and ask if the group would be willing to carpool the volunteers and use three passes instead of 6.

Staff to give a full report on the structure being constructed at the Marina

Treasurer’s Report:

Staff advised that the current insurance claim is for the break-in at the Public Works Yard.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

Resolved that: Council resolves that the Village of Lions Bay shall present an application to Fédération des caisses Desjardins du Québec (“FCDQ”) for the issuance of a VISA Desjardins Corporate credit card for the purchase of items from Staples Inc.

And that should the application be approved, The Village of Lions Bay will sign a service agreement for the Issue of VISA Desjardins Corporate Credit Cards

And that the Chief Financial Officer is hereby designated as the Primary Administrator of the VISA Desjardins Corporate credit card program.

And that the following representatives are authorized to sign for and on behalf of the Village of Lions Bay any document that is required or useful in giving effect hereto, up to a limit of $2,000 with a purchase order number.

Anne-Marie Koiner – Treasurer/Chief Financial Officer
Susan Loutet – Administrative Assistant
Hayley Cook – Accounts Payable Clerk

Carried...
Fire Chief:

Council discussed the increase in the fire administration pay.

Resolution

Moved by Councillor Ando
Seconded by Councillor McLaughlin

Resolved that: Council approve the increase in pay for the administrator role in the Fire Department.

Carried...

Sea to Sky Clean Air Society report

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council resolve to waive the chair rental fee for the chairs used for the Sea to Sky Clean Air Society Event.

Carried...

B. Mayor and Council

• E-Post sent out requesting expressions of interest from contractors in the Village for the Community Centre Renewal Project
• Not yet heard back from UBC regarding Harvey Creek
• Not yet heard back from the Ministry of Forests and Lands
• Mayors Caucus was very affirming; many Municipalities reported facing budget challenges
• Mayors Caucus discussed the different order of governments and how municipalities should be considered equal to Federal and Provincial

Councillor Ronsley – On table:

• IBM is coming out with a grant for Smart Cities at the end of May
• 50 replies came back from the library survey
• Staff to collate the results and bring back to Council

It was noted that the survey only asked if people were willing to volunteer on a regular basis; some people might be willing to help now and again.

Councillor Ando - Verbal
Feedback received from residents regarding the proposed changes to parking and parks was very varied. The article will be revised to be clearer and added to the June Village Update and Community News.

Two changes to the Parks Bylaw are being proposed; changing the park opening hours from 6:30am to 8:00am to meet with the Noise bylaw and part 11.7, no amplified music.

C. Committees – None presented

9. Resolutions - None

10. Bylaws

A. Bylaw No. 448, 2012 – Park Regulations 1st and 2nd Reading

Resolution

Moved by Councillor Ando
Seconded by Councillor Ronsley

Resolve that: Council approve the 1st reading of Bylaw No. 448, 2012 – Park Regulations. Carried...

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando

Resolve that: Council approve the 2nd reading of Bylaw No. 448, 2012 – Park Regulations. Carried...

The revised sections of the Bylaw will go to legal counsel for review.

B. Bylaw 445, 2012 – Amendment to Zoning Bylaw

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolve that: Council approve the 3rd reading of Bylaw 445, 2012 – Amendment to Zoning Bylaw. Carried...

11. Correspondence

A. List of Correspondence to May 18th, 2012
Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

Resolve that: Council received the List of Correspondence for the period to May 18, 2012. Carried...

Resident Letter #1 re: Epost for volunteers cleaning up the berms - Staff to thank the resident for their correspondence.

Resident Letter #2 re: Oceanview – Staff to respond that Council has undertaken a review.

Resident Letter #3 re: Green Waste pick-up – Staff to advise resident regarding the challenges faced due to the water issue and inform them that the pick-up will be completed by Friday May 25, 2012.

Resident Letter #4 – re: Green Waste pick-up – Staff to advise resident regarding the challenges faced due to the water issue and inform them that the pick-up will be completed by Friday May 25, 2012.

Outside correspondence—No comments

12. New Business

A. Regional Context Statement – Revision due July 3rd, 2013
   The Regional Context Statement has to be reviewed and revised by July 3, 2013. Council has a year to review and make changes. It is in the same context as the Land Use Master Plan and can be reviewed in conjunction with that.

B. Process and Protocol followed to increase regular hours for part time Village employees

   Already discussed at the Committee of the Whole Meeting.

C. The Lions Bay Kids’ Nature Trails – Done

D. Trail Ventures BC – Proposed trail map

   Staff to send the information to John Dudley for the Trail Committee to review.

   Trail Ventures is a different company than Adventures West; Council has received no update on that project.

E. Bylaw Officer’s Role
Council to create a schedule for Bylaw Enforcement hours needed; will be discussed by the Parking Committee. Council discussed the need for a separation of roles and noted the need to have Public Works manager Partridge available for a key role. This issue will be discussed later.

13. **In Camera**

**Resolution:**

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

**Resolved that:** the Regular Meeting of May 22\(^{nd}\), 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the *Community Charter*:

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

c) The security of the property of the municipality

g) litigation or potential litigation affecting the municipality

Carried…

14. **Adjournment**

**Resolution**

Moved by Councillor Ando
Seconded Councillor McLaughlin

**Resolved that:** Council adjourn the Regular Council Meeting of May 22, 2012 at 10:00pm.

Carried…

__________________________

Mayor

__________________________

Acting Corporate Officer
REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON MONDAY, JUNE 4th, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present: Mayor Brenda Broughton
Councillor Scott Ando
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Councillor Fred Bain
Treasurer Anne-Marie Koiner
Accounting Clerk Hayley Cook (recorder)

1. Call to Order

Mayor Broughton called the Regular Council Meeting of June 4, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council approve the Agenda of the Regular Council Meeting of June 4, 2012 with the following additions:
7C Bylaw Officer
12C Gran Fondo

Carried...

3. Public Participation

Alex Hermosillo, the Race Director of RBC Grand Fondo, Whistler, asked Council to support the 2012 event. Mr. Hermosillo advised that they are hoping to get 7000 participants to the event.

Resolution in Support of 2012 RBC Gran Fondo

Moved by Councillor Ando
Seconded by Councillor McLaughlin
WHEREAS the Gran Fondo has been taking place along the Sea-to-Sky corridor since 2010;

THEREFORE be it resolved that the Council of the Village of Lions Bay does hereby support the 2012 RBC Gran Fondo.

Carried…

4. Delegations

A. Approval to Release Damage Deposit to a Third Party

Councillor McLaughlin asked Council to approve release of a damage deposit cheque made out to On Side Restoration to him, a third party, as opposed to mailing the cheque to On Side Restoration.

Council discussed the correspondence between Councillor McLaughlin and On Side Restoration, which stated that On Side Restoration agree to release of the cheque to Councillor McLaughlin. A suggestion was made to have On Side come to the Village Office to do the transaction. The contract is between the Village of Lions Bay and the contractor, On Side Restoration.

Staff advised Council of the policy, as outlined in the Building Bylaw 234:
Damage deposits are received from the permit applicant, when applying for a building permit. Once the work is finalised, the deposit is returned to the applicant, if the Village is satisfied that no damage occurred to Village property. The contract is between the Village and the contractor. The damage deposit cheque covers damage to Municipal property, not residential property. To vary the policy would set a precedent for other residents; introducing a third party into the two party contract.

Council discussed the issue and agreed that if On Side Restoration contacts the Village directly to give their permission to release the cheque to Councillor McLaughlin, they will allow it.

5. Adoption of Minutes

A. Regular Council Meeting of May 22nd, 2012

Resolution

Moved by Councillor Ando
Seconded by Councillor McLaughlin

Resolved that: Council adopt the Minutes of the Regular Council Meeting of May 22, 2012 with the changes presented.

Carried…

Follow up:
• Council is in discussion with Tom Cloutier of Miller Capilano, to see what can be planted to replace the vegetation removed from Panorama Road
• Staff to send Mayor Broughton the resolution regarding the school bikeway
• There is a police file number for the break in at the Public Works Yard
• Place Regional Context onto the second meeting in September under unfinished business
• Public Works Manager Partridge to do a report on the cost of the green waste pickup
• Staff to research how other Municipalities report names and addresses of speakers in public participation

Carried...

B. Public Hearing – Bylaw No. 445 – May 22nd, 2012

Resolution

Moved by Councillor Ando
Seconded by Councillor Ronsley

Resolved that: Council adopt the Notes from the Public Hearing of May 22, 2012 as presented.

Carried...

6. Business Arising from the Minutes - Done

7. Unfinished Business

A. Good Neighbour Bylaw – Southview Place

Staff to provide a report for the June 19, 2012 Regular Council meeting on the Southview Place issue in relation to the Good neighbour Bylaw. Staff advised the issue had been stayed due to the opening of the Native Plant Garden.

B. Tree Application – Kelvin Grove Road

Council advised that legal counsel has approved the concept of full indemnity for the Village; the next step is for Mr. Kisser to make a new tree application. The tree application is to include the waiver prepared by Mr. Kisser’s lawyer.

C. Bylaw enforcement

Resolution brought forward from discussion at the Committee of the Whole:

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley
Resolved that: The Village of Lions Bay is to continue with Bylaw Enforcement between the May Long weekend and Labour Day weekend, with a review of continuation subsequent to that. The Bylaw Officer is to use strategic effort to remain within the 2012-budgeted amount. Staff to report the amount of the hours and amount spent at each Council Meeting.

Carried...

8. Reports

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

Resolved that: Council received the reports of June 4, 2012.

Carried...

A. Chief Administrative Officer

The Village is sad to the report the news of the passing of Village of Lions Bay Planner, Michael Rosen. Council thanked Mr. Rosen for “imbedding wisdom and the feeling of Lions Bay into our OCP.” Council also noted the passing of long time Lions Bay resident Cliff Von Zuben.

GIS needs to be hosted. The Office server is not capable of supporting the GIS module.

Drawings have been received for the Road Closure; a Public Notice must now be posted in the North Shore News.

Treasurer Report:

The Property Tax Brochure included a line alerting property owners to upload a form if they want their information to be updated into the Lions Bay PAC telephone directory. Property Tax Notices were mailed on May 31, 2012. The Village Office is not involved in producing the directory.

The Community Centre Renewal spending spreadsheet was presented showing the committed resolutions. The committed expense for the Code Consultant needs to be added.

Staff to seek clarification of when the Minutes from a Special Meeting would come forward.

Summary of responses to Library Questionnaire:

The Village has received over 50 responses to the Library survey. A number of different suggestions have been put forward, some of which are not possible due to the fact that the Library is not officially classed as a “Library”, as it does not have a full-time librarian. A communication to go out advising residents that they can purchase a $50 membership to West Vancouver Library, which will also give access to their online E-Books. Council noted that the
responses that support a more social interactive library are encouraging, as are the number of responders who said they are willing to volunteer; 31.7%.

**E-POST Process:**
Council agreed by consensus to the suggestion that there should be 3 different levels of E-Posts that residents can sign up for; emergency, municipal notices and community notices. Staff will implement this new policy, as recommended in the report.

**Fire Department:**
Staff to provide the billing reports from PEP.

**PAC Emergency Evacuation Exercise Report:**
Two evacuation exercises took place at the school; one planned, and one due to the water break. Correspondence has been sent to David Erwin, the assistant at the School District, to confirm that the May 2008 Policy still stands in regards to the Village having access to the school gym in the case of an emergency. Council noted the gym would only work in the short-term.

**Gran Fondo:**
Staff to provide resident email addresses of community volunteers willing to sit on the Gran Fondo stakeholders Meeting to Alex Hermosillo of RBC Grand Fondo.

**B. Mayor and Council**

**Mayor Broughton’s Report:**

- Communication date for the public for the Community Centre Renewal Project; needs to stay in Council’s thoughts
- MP John Weston will take residents’ concerns about the Burnco Mine to Parliament
- Communicated with the Ministry regarding commercial hiking above Lions Bay; following up later in the month
- Thank you to Dave Southam of the Ministry of Forests for his continued update
- TransLink Mayors’ Committee Meeting discussed the increase in electric cars and the vehicle levy. The Gas Tax is not bring in the expected revenue due to people buying less gas
- There may come a time when Lions Bay reviews where it sits in the Electoral Areas

**Councillor Ronsley:**

Funds raised at the Green Show BBQ are earmarked for a shed for the Community Garden. The BBQ raised about $300. The gardeners have suggested approaching a supplier for help with the cost.

**Councillor Ando – Verbal Report**

There may be a ceremony for the new play court at the school if it is completed in time for Sports Day on June 15th. The school is waiting for the School District to paint the lines.
C. Committees - None presented

9. Resolutions - none

10. Bylaws
A. Bylaw No. 445 - Amendment to Zoning Bylaw 362 Adoption

Resolution
Moved by Councillor Ando
Seconded by Councillor McLaughlin

Resolve that: Council approve adoption of Bylaw No. 445 - Amendment to Zoning Bylaw 362
Carried...

B. Bylaw No. 448 - Parks Regulations 3rd Reading

Resolution
Moved by Councillor Ando
Seconded by Councillor McLaughlin

Resolve that: Council approve the 3rd reading of Bylaw No. 448 - Parks Regulations Bylaw.
Carried...

C. Bylaw No. 449 - Community Centre Renewal – Phase 1 – Borrowing

To support the $200,000 being borrowed from restrictive reserves for Phase 1 of the Community Centre Renewal.

Resolution
Moved by Councillor Ando
Seconded by Councillor Ronsley

Resolve that: Council approve the 1st reading of Bylaw No. 449 - Community Centre Renewal – Phase 1 – Borrowing.
Carried...

Resolution
Moved by Councillor Bain
Seconded by Councillor McLaughlin

Resolve that: Council approve the 2nd reading of Bylaw No. 449 - Community Centre Renewal – Phase 1 – Borrowing.
Carried...
D. Bylaw No. 450 - Community Centre Renewal – Phase 2 – Borrowing

1st & 2nd Reading

To support $700,000 being borrowed from the Municipal Finance Authority for Community Centre Renewal – Phase 2.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

Resolve that: Council approve the 1st reading of Bylaw No. 450 - Community Centre Renewal – Phase 2 – Borrowing

Carried...
Councillor Ando abstained.

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Resolve that: Council approve the 2nd reading of Bylaw No. 450 - Community Centre Renewal – Phase 2 – Borrowing

Carried...
Councillor Ando abstained.

11. Correspondence

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council Received Correspondence up to May 31st, 2012.

Carried...

A. List of Correspondence to May 31st, 2012

Outside correspondence #7 Day Break Point re Parking Passes. Day Break Point has requested their usual 6 resident parking passes. Discussion ensued.

Council agreed to reduce the number of passes to three with an explanation letter to be sent out from the Village Office:
Staff to send a letter to the Day Break Point Bible Group advising them that they will be given three resident passes this year. The reason for the reduction is that Council feels that communication to take someone off the Island is easier now than in the past, there is improved public transit to get to Lions Bay, and Lions Bay is short of parking spaces. The passes given will be identifiable as Day Break Point passes and their use will be monitored by Bylaw Enforcement. The letter will advise the passes are for use in resident parking spots only.

#8 – Plug in BC – Funding for Electric charging stations. Council noted that electric cars are being used more.

Resident Letter #1 and #2 re E-Post moving forward with Lions Bay Beach Parks. Staff is responding to all correspondence about parks and parking, thanking residents for their correspondence. The Parking Sub-Committee will meet and review the responses.

Resident Letter #3 re High Deck without Guard Rail. Move to In Camera.

The On Table letter to be added to the next agenda.

12. New Business

A. Tennis Court Resurfacing

Resurfacing to take place the last 2 weeks of July, weather dependant.

Council directs Public Works Staff to complete the cleaning of the tennis court, to be completed as soon as possible as it is part of the maintenance of the court.

B. Village Planning Consultant – discussion moved to In Camera.

13. In Camera

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

That the Regular Meeting of June 4th, 2012, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
   c) Labour relations or other employee relations
   d) Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act
   g) Litigation or potential litigation affecting the Municipality

Carried...
14. **Adjournment**

   **Resolution**

   Moved by Councillor McLaughlin  
   Seconded by Councillor Ando

   **Resolved that:** Council adjourn the Regular Council Meeting of June 4, 2012.
   Carried...

   ______________________________
   Mayor

   ______________________________
   Acting Corporate Officer
1. **Call to Order**

Mayor Broughton called the Regular Council Meeting of June 19, 2012 to order at 7:00pm.

2. **Approval of Agenda**

 Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

**Resolved that:** Council approve the Agenda of the Regular Council Meeting of June 4, 2012 with the following additions:
- Remove Resolution to Appoint Interim Chief Financial Officer, 9C
- 9E Add Auditors Signing Resolution
- 12F Action List

Carried...

3. **Public Participation**

Allan Henshaw:

3 topics to raise with Council:
1 – Who will do the planting of the shrubbery offered to the resident on Panorama Road by Miller Capilano?
Council advised that they have asked this question to Tom Cloutier of Miller Capilano and have not heard back. They will ask again, including the question of where the plants can be placed, and will include the residents in the correspondence.

2 – Can a mirror be put on the wall across from the entrance to the store; it is hard to see round the corner.

Council advised this may not be a Village issue but they will look into it.

3 – Photos in the display outside the mail room have fallen down.

Councillor Ronsley advised she will look into the 2nd and 3rd points raised by Mr. Henshaw.

Louis Peterson:

- Advised Council that he has been listening to debate on the Community Centre Renewal Project and thinks that “the Village’s reach is greater than their grasp”
- $48,000 annual repayments for Phase 2 seems like a lot
- Thank you to Council for the effort that has gone into the project
- Does the Village need a 3rd multi-purpose room?

Council advised that they have been listening to the concerns of the residents; the borrowing bylaw may not be passed this evening as Council is also concerned. The information meeting is going to go ahead on June 20 to present the information to residents.

Mr. Kisser:

Mr. Kisser spoke in relation to his tree application that is ongoing. He suggested to Council that he has done all the work and paid all the costs but a neighbour is preventing the application from going forward. The neighbour has caused Mr. Kisser to spend money to prove where the property line is. Mr. Kisser advised that the neighbour in question had prevented the Public Works Crew from doing regular maintenance on Municipal Property and then had asked Public Works to cut a plant on her property. Mr. Kisser advised that a survey in needed; this would stop any lawsuits.

4. **Delegations**

   A. **Adventure West – Commercial Recreation Tenure – Michael Spagnut**

Mr. Spagnut introduced himself as the principal behind Adventure West. He advised Council that they have made an application to the Integrated Land Management Bureau to operate a commercial hiking business in the area. As part of the Tenure Process they have presented a watershed management plan and an environmental assessment report to try to address concerns.

The tenure is at the top of Oceanview Road and extends partly into the Village’s watershed. Mr. Spagnut advised he is here to address the Village’s concerns. Mr. Spagnut introduced Michael Nelson of Cascade Environment Management who has prepared the environmental assessment.
Mr. Spagnut has received feedback from Crown Lands that fires and sanitation are concerns for the Village of Lions Bay. In the GVRD, the norm has been that no one has access to the watersheds so Mr. Spagnut advised Council that he appreciates their concerns. He advised that they will do trail construction and maintenance and have fire and evacuation plans. Mr. Spagnut claimed to have discussed a safety plan and evacuation plan with Lions Bay Search and Rescue.

In terms of the fire risks, Mr. Spagnut advised that they take hazard ratings very seriously and they do not have any activities that would involve fire. He suggested that crews can undergo fire safety training and the overnight trips could use a butane stove. Mr. Spagnut suggested that they could take over the maintenance of the trails and would do some upgrades.

Mr. Spagnut addressed the parking concern by advising Council they will limit the number of people coming in to 6 per day. They will manage the solid waste issue by carrying out the solid waste.

Mr. Spagnut advised that they have $2 million in liability insurance. Council expressed concerns that this would not be enough for fire coverage. Council advised that the Village has spent a lot of money on the watershed and providing clean water to the residents. Council also noted that the Village is a Bear Smart community and that food and organic waste are Bear attractants. This would harm Lions Bay and its efforts. It was suggested to Mr. Spagnut that his group should go further down the highway and find somewhere else for the trips; it would not have to be far to be out of the watershed.

Council advised that Lions Bay has presented its opposition to the plan for a number of reasons; the risk of fire is real. An offshore breeze from the Lions Mountains, is very strong and could quickly spread a fire. Garbage, human waste, Lions Bluff Maintenance and the disruption to a quiet neighbourhood are all areas of concern. The residents’ opposition to the plan has been resounding and the Lions Bay Trail Leaders and a long standing member from Lions Bay Search and Rescue worked closely to oppose the plan.

Mr. Spagnut suggested that accommodations can be made; one option could be not to use any stoves. He suggested they can come to an agreement.

Council stated that they would never come to an agreement and the commercial hiking will not happen in Lions Bay.

Mr. Spagnut stated he would take that under advisement.

5. Adoption of Minutes
   A. Regular Council Meeting of June 4\textsuperscript{th}, 2012

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando
Resolved that: Council adopt the Minutes of the Regular Council Meeting of June 4, 2012 with the changes presented.

    Carried...

B. Special Meeting of Council of June 7th, 2012

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

A. Resolved that: Council adopt the Minutes of the Special Meeting of Council of June 7th, 2012 as presented.

    Carried...

6. Business Arising from the Minutes - None

7. Unfinished Business

A. Pitch-in Week Review

A report was presented showing the costs of the 2012 Pitch-in-Week. The report will be sent to the Budget Committee for review. It was suggested that if the program goes ahead next year, the residents should be notified as to what is acceptable.

8. Reports

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

Resolved that: Council received the reports of June 19, 2012.

    Carried...

A. Chief Administrative Officer – none presented

B. Mayor and Council

Mayor Broughton:

Mayor Broughton made note of the new play court at the school, achieved through the Learning Grant. There are new basketball hoops, regulation and small, a new surface and a tennis practice board. Mayor Broughton thanked Councillor Ando for all his work with the Lions Bay PAC.
Meetings took place for Electoral Area A, the Oversight Committee and the Fundraising Committee.

The report is to be brought forward to the next Council meeting.

Councillor Bain – Verbal report:

- Went on site at Crystal Falls to discuss options for providing fire coverage to the houses at the top
- Unsure of costing and who will pay; information will be put into a report to Council
- Engine 62 has been moved up to the fire hall and is attached to the Wild Land Trailer in case it is needed; the vehicle is currently for sale
- Will contact Myron Loutet to find out how much time is needed for the emergency training

Councillor Ando:

Council to provide feedback on the signs for the Beach Parks. Signs for the parking lots will be brought forward soon. Council discussed having positive rather than negative signs. The Lions Bay Arts Council is going to produce a piece of art for the top of the sign.

C. Committees – None presented

9. Resolutions

A. BC Ambulance – Residential Parking permits

RESOLUTION TO GRANT 2012 RESIDENTIAL PARKING PERMITS TO BC AMBULANCE STAFF.

Moved by Councillor Ando
Seconded by Councillor Bain

IT IS RESOLVED THAT: BC Ambulance Services shall be given 2 (Two) 2012 Residential Parking Permits for use by their staff to visit the beach.

Carried...

B. Appointment of Interim Approving Officer

Moved by Councillor Ando
Seconded by Councillor Bain

BE IT RESOLVED THAT: the Resolution to appoint an Interim Approving Officer be tabled until the next Council Meeting.

Carried...

C. Appointment of Interim Financial Officer – Removed
D. **Appointment of Interim Screening Officers**

Moved by Councillor Ronsley  
Seconded by Councillor Bain

**BE IT RESOLVED THAT:** the Resolution to appoint Interim Screening Officers be tabled until the next Council Meeting.  

Carried...

E. **Fire Chief’s Honorarium**

Moved by Councillor Bain  
Seconded by Councillor Ronsley

**IT IS RESOLVED THAT:** Council approve the increase in the Fire Chief’s Honorarium from $20,000 to $25,000, as approved in the 2012 Provisional Budget.  

Carried...

E. **Auditors Signing Resolution**

Moved by Councillor Bain  
Seconded by Councillor Ando

**IT IS RESOLVED THAT:** Council approve the Letter from BDO Canada LLP, Dated May 22, 2012. The letter is to be signed by Mayor Broughton and Councillor McLaughlin.  

Carried...

10. **Bylaws**

   A. **Bylaw No. 450 - Community Centre Renewal – Phase 2 – Borrowing**  
      3rd Reading

   The Bylaw was not moved.

   Council has discussed the borrowing for Phase 2 earlier. Council has listened to resident’s concerns. Currently the Village pays $151,764 in principle and interest payments for the current loans. The Village’s annual payment ability is $505,577. Of the $1.9 million already borrowed, $250,000 is for roads; this portion comes out of general taxes, the rest is for water. The debt will be cleared by 2028. This information was provided to Council by BDO.

   B. **Bylaw No. 448 – Parks Regulations, 2012**  
      Adoption

**Resolution**

moved by Councillor Ando  
Seconded by Councillor Ronsley
Resolve that: Council adopt Bylaw No. 448 – Parks Regulations, 2012.  
Carried...

11. Correspondence

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

Resolved that: Council Received Correspondence up to June 15th, 2012  
Carried...

A. List of Correspondence to June 15th, 2012

Resident Letter # 1 re Property Taxes vs. Parcel Taxes. Council to respond that they have discussed the suggestion made and is not going in that direction at this time. A suggestion was made in the letter that Council consider a discussion to pay for the Community Centre with a flat tax.

Property taxes were raised 2.4% as per the Five Year Plan. Depending on whether a property’s assessed value has increased or decreased, taxes will have increased or decreased accordingly.

With Phase 1, the anticipation is that the money borrowed will be paid by efficiencies and will not lead to a tax increase. Phase 2 could have been covered off from surpluses; approximately $45,000 per year would be required.

Resident letter # 2 re Parks and Parking; Councillor Ando to phone the resident to respond.

Resident Letter # 3 re Library Grant; A note of appreciation to go back to the Library volunteers for their note, and all the work that they do.

12. New Business

A. Panorama Road – Construction

Councillor Bain made an on site to the property in question. The resident is concerned about water coming down Panorama Road, and flowing beside the power pole and down the steep incline. They are concerned about their footings. The resident has asked what the Village is going to do to protect their property. Council reported that a berm could be put there to stop water flow passing there in the short term. The best solution would be for curbing but the issue is who is responsible for paying for it.

Council discussed the number of request made by residents for the Village to do work on residential property. Council noted the need to educate resident on what they are responsible for.
Council directs Public Works Manager Partridge to advise the resident that Council does not feel the Village is responsible for the work they are requesting.

B. Kelvin Grove Way – Fallen Trees

Council disused the fallen trees and agreed that as the trees that fell were on Municipal Property, Public Works should go in and remove the tree that is now on the resident’s property. It was noted that the ground needs to be stable and that 3 crew would be required due to WCB concerns. Council directs Public Works to coordinate with the home owners to move the tree from the resident’s property. The home owner will email permission for Public Works to go onto their property.

C. Commissionaires – Proposal for Parking Enforcement

The proposal was presented for Council’s information. The Commissionaires’ have been advised that the Village is happy with what is currently in place for Bylaw Enforcement.

D. Bylaw Fees

Council discussed the need to start a review of the Fees and Charges Bylaw. The Parking Committee is to look at the the fines and charges associated with the Parks Bylaw, in readiness for a review of the fees and charges.

Councillor Ando asked for direction on how to move forward with the Beach Parking. Questions raised were:

- How to monitor 3 hour parking?
- Does Council wish to have a policy of towing or of warnings?
- Should parking on Seaview and Cloudview be resident permit only?
- Do rules for parking in the Village apply to day passes; 72 hour maximum?
- Where will people park if day passes are oversold; there are only 15 spots in Lions Bay lots?

Council noted that the policy has to be flexible so as not to exacerbate the problems at the Beach Park.

Staff to bring back the poll done for residents of Seaview regarding resident only parking from a couple of years ago.

It was noted that if there are no signs stating that parking is for a maximum of 72 hours, visitors would not know.

Councillor Ronsley to write the letter to the Day Break Bible Camp, adding that their passes are only good for 72 hours.
E. **Parks & Parking Revised Signage** – discussed in the previous item.

F. **Action List**

Council went through the Office’s Action List and updated the items. Council noted that the Emergency Management Subcommittee and Lions Bay Search and Rescue Bb would like to keep the 20 feet of Municipal Land around homes opened up for evacuation for an alternate route for people.

13. **In Camera**

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

That the Regular Meeting of June 15th, 2012, does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
   b) Personal information about an identifiable individual who is being considered for a municipal award or hour, or who has offered to provide a gift to the municipality on condition of anonymity;
   c) labour relations or other employee relations
   d) the security of the property of the municipality
   j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act

Carried…

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

Resolved that: Council revert to Open Meeting.

Carried…

Report from In Camera:

A windfall salvaging application for old growth has been made to the Ministry of Forests, Lands and Natural Resource Operations. The application came before Council and the Ministry has notified Council that they will be making a decision and allowing input from Council. The
proponent is Rolfe Brandvold. The Ministry will meet with Public Works Manager Partridge to explore best options.

14. **Adjournment**

**Resolution**

Moved by Councillor Bain  
Seconded by Councillor Ando

**Resolved that:** Council adjourn the Regular Council Meeting of June 19, 2012 at 10:12pm.  
Carried...

__________________________  
Mayor

__________________________  
Acting Corporate Officer
REGULAR MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, JULY 3rd, 2012 at 7:00 PM  
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present: Mayor Brenda Broughton  
Councillor Scott Ando  
Councillor Ron McLaughlin  
Councillor Joanne Ronsley  
Councillor Fred Bain  
Accounting Clerk Hayley Cook (recorder)

1. Call to Order

Mayor Broughton called the Regular Council Meeting of July 3, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley  
Seconded by Councillor Ando

Resolved that: Council approve the Agenda of the Regular Council Meeting of July 3, 2012.  
Carried...

A. Norma Rodgers Presentation

Council welcomed Norma Rodgers. Mayor Broughton thanked Ms. Rodgers for all the work she has done for the Village of Lions Bay and advised her that the Village is very proud what she has accomplished in helping Lions Bay achieve Bear Smart Status.

Ms. Rodgers suggested that it is has been a Committee endeavour and the issue is one that is very dear to her heart. The Bear Smart Committee began to help keep the citizens and wildlife of Lions Bay Safe. A great deal of time and work has been put into it.

3. Public Participation

Tina Schneider:
Ms. Schneider advised Council that she has lived at 220 Oceanview Road for 41 years and for the first 34 years, water was not a problem. In 2005, a sequence of decisions was made that has led to the Oceanview/ Rundle Creek Issue. The road damage and danger caused by the decisions, is why the issue is under discussion again today.

Ms. Schneider advised that the water used to be transported via a culvert into Harvey Creek. In 2005 the water was directed down Oceanview Road. Sinkholes started to appear in the road in 2005 and 2006. The holes were patched and they sunk again in 2007. The road is built like a logging road and does not have layered gravel. In 2008, an engineer looked at the issue; Ms. Schneider did not agree with the engineer. Ms. Schneider monitored the water; it terminated into the sinkholes. The bank of the road is slipping. Ms. Schneider suggested it may turn into another slide. Last year a plastic culvert was installed to prevent damage but it is not a solution. The problem has just been pushed further down the road. Ms. Schneider asked Council to look at her previous delegation from February 18, 2008 on this issue.

John Schilling:
Mr. Schilling advised that when he first moved to the Village 15 years ago, his property taxes were $1,800 a year. Since then, they have risen dramatically. Mr. Schilling suggested that Phase 1 of the Community Centre Renewal is in line with what the Village wants, but Phase 2 is financially irresponsible. He suggested the costs are not certain and could overrun, there is not enough parking for more people. Mr. Schilling asked what the maintenance cost will be and how much benefit Phase 2 will add to the average person. Mr. Schilling suggested that most people in the Village are barely aware of Phase 1 and have no idea about Phase 2. He suggested there should be a one year moratorium, then a referendum with multiple options for people to choose from. Hard costs for all options should be given.

4. Delegations

Mr. Oldridge:
Mr. Oldridge advised that he would like to put in a soaker system that will cover the whole strip of grass that has been put down the side of Lions Bay Avenue. He is willing to buy it, but would like the Public Works Crew to put a hole through the culvert so the hose can be fed through. The culvert goes under the road but is currently blocked.

Mayor Broughton advised that she will follow up with Public Works Manager Partridge on this issue.

Adoption of Minutes

A. Regular Council Meeting of June 19th, 2012

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin
Resolved that: Council adopt the Minutes of the Regular Council Meeting of June 19, 2012 with the changes presented.

Carried...

Follow up:
- Miller Capilano has advised that the residents on Panorama can plant the shrubbery on their property. They are not expected to go on the top of the cement wall
- The road across from the entrance to the General Store is owned by the Ministry of Transport. In order for them to put up a 3 foot mirror, it would cost $250 for the mirror and $200-$300 for installation. A suggestion to move the signs to the other side of the road has been made to make visibility easier; the suggestion will be put to the Strata Group
- The photos in the kiosk have been fixed
- The Arts Council has been contacted regarding the non-street signage. They are waiting for wording
- The Minutes are to include the topics of the residents’ letters

5. Business Arising from the Minutes

6. Unfinished Business
   A. Community Centre Renewal

An Oversight Committee Meeting will potentially take place on July 16, 2012. The meeting is looking to firm up budgets to ensure all bases are covered before Council breaks for the summer. The current ground breaking date of July 1st is going to be changed to either October 1, 2012 or March 1, 2013. This date will be updated at the next Council Meeting on July 17, 2012.

7. Reports

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council received the reports of July 3, 2012. Carried...

A. Chief Administrative Officer
   • Action List Review

Council handed in their Action Item Updates.
B. Mayor and Council

Mayor Broughton:

Council thanked the organisers of the Canada Day event. The event was very well attended and the organisation was superb. Council thanked Jessica, Staff, Public Works Manager Partridge and John Friesen.

Councillor Ronsley:

- Council applauded the Community Garden. They raised $311 for the shed and received a $250 donation from Howe Sound Marina
- Library update; they now have more than 55 members and this number is slowly increasing
- Sustainability Meeting; hope that governments will take on the responsibility of giving land for farming

Councillor Ando:

Tomko have been contacted regarding the re-surfacing of the tennis court; waiting for a response.

C. Committees

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council received the Committee Reports. Carried...

- Tree Committee – Applications

Tree Application #32. The Tree Committee does not recommend approving the application as it stands. The issue is the stability of the bank if the trees are topped. If the applicant wants to proceed with removing the trees, a Geotech report would be required. Staff is to mail out the result of the application.

Tree Application #31. The Tree Committee recommends approving the application to remove the trees on Municipal Property.

- Bear Smart – Minutes November 17, 2011

Council expressed thanks to Norma Rodgers, Birgitta Von Krosigk and Ruth Simons for all their fine work.
Bylaw Enforcement Expenses – presented On Table

The report contains the monthly data requested by Council.

8. Resolutions

A. Approval of the 2011 Financial Statements

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

WHEREAS the Village of Lions Bay 2011 Financial Statements were presented to Council at the Committee of the Whole Meeting on May 22, 2012 by the Village’s Auditors, BDO Dunwoody.

IT RESOLVED THAT: Council confirms its approval of the Village of Lions Bay’s 2011 Financial Statements.

Council commented that they have done a good job of correcting certain deficient and stopping certain practice. Operational efficiencies should be met if not exceeded.

The expenses in the SOFI Supplier report are so much more than what was budgeted because they include all payments made to suppliers. For some of these expenses, the Village is reimbursed for two thirds of a project, such as for the Lower Lions Bay Water Main Replacement project. The list also includes payments made to the other tax authorities such as Translink, and the School taxes.

Council noted that in the last three years, stimulus funding provided the opportunity to get more projects done in a short time frame. Lions Bay now has the highest standard of water in Canada using UV and chlorine to purify the water. Most of the water pipes within the Village have also been replaced.

Council suggested that it is important when people look at their tax notices that they break it down and look at what part goes into general taxes. Good news with Metro is that they have ended the cycle of 5% increases and have gone with a low tax %.

Carried...

B. Approval of the 2011 Statement of Financial Information

Council thanked Accounting Clerk Cook for the outstanding job in preparing the reports.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain
IT IS RESOLVED: that Council confirms its approval of the Village of Lions Bay’s 2011 Statement of Financial Information.  

Carried...

C.  ON TABLE Resolution

Resolution

Moved by Councillor Ronsley  
Seconded by Councillor Ando

IT IS RESOLVED: that Council approve Public Works to replace the 5 chainsaws that were removed from the works yard and that the Village of Lions Bay will pay the deductible of $1000 to the insurance company.

Discussion:
A claim has been made in the last five years for theft of over several thousand dollars. Staff to discover how the claim will affect the Village’s premiums and whether the claim will provide money for what the Village spends to replace the equipment stolen, or the value of what was stolen.

Council requested that in the future more information be provided by Public Works Manager Partridge and that requests should not be last minute. Background to be provided for the next meeting, including information on whether all the equipment taken needs to be replaced, and quotes for the equipment.

Resolution

Moved by Councillor Ronsley  
Seconded by Councillor Bain

Resolved that: the Resolution be tabled until July 17, 2012.  

Carried...

9.  Bylaws

A  Bylaw 450, 2012 – Community Centre Renewal – Phase 2 – Loan Authorization  

Third Reading

From discussion with Council the consensus is to bring this back to the first meeting in September.
10. Correspondence

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

Resolved that: Council Received Correspondence up to June 30th, 2012

A. List of Correspondence to June 30th, 2012

Resident Letter #1 re Excavation Business. This issue will be discussed later. Response to Mr. and Mrs. Duve to say that the matter is already before Council and is being reviewed. Queries raised in the correspondence have been covered in a previous delegation and are under review by Council.

Resident Letter #2 re Staffing Announcement. Council has already responded to the note and has heard back from the resident. No further correspondence required.

Resident Letter #3 re Phase 2 of the Community Centre Renewal.

Letters to go out from Council to all correspondence regarding the Community Centre Renewal to say:

“Thank you for your comments regarding Phase 1 and 2 of the Community Centre Renewal. They are currently being reviewed by Council.” The Office is to send out the letters.

Resident Letter #4 re parking passes to Lions Bay School. Council discussed whether the School required resident parking passes.

Resolution

Moved by Councillor Ando
Seconded by Councillor McLaughlin

WHEREAS Lions Bay School may need to park within the Village, the Village of Lions Bay Council wishes to provide them with free day passes at their request.

Carried...

Resident Letter #5 re Phase 2 of the Community Centre Renewal. Councillor McLaughlin is to call Mr. Kisser regarding his correspondence.

Resident Letter #6 re Phase 2 of the Community Centre Renewal. The septic field at the Lions Bay Beach Park requires regular maintenance only.

Email from Tina Schneider re rock on Oceanview. Council thanked Ms. Schneider for her correspondence.
11. **New Business**
   A. Oceanview/Rundle Creek drainage

   Golder Association review from 2008 presented. Public Works Manager Partridge to review and write a report before any decisions are made.

   B. CN Rail EcoConnexions Grant

   Council advised the grant has been reviewed and is not appropriate for the Village.

   C. Meetings of Council – July 2012

   **Resolution**

   Moved by Councillor Ronsley
   Seconded by Councillor Bain

   **Resolved that:** Council move receipt of the Meeting Dates.

   Line 5 of the document was removed. Oversight Committee Meeting to be added on July 16, 2012 at 7pm.

   Carry...

12. **In Camera**

   **Resolution**

   Moved by Councillor Ronsley
   Seconded by Councillor Bain

   **Resolve that:** the Regular Meeting of July 3rd, 2012, does close this meeting to the public on the basis of matters to be considered under the following section of the *Community Charter*:

   **90** (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
   - c) labour relations or other employee relations
   - d) the security of the property of the municipality
   - g) litigation or potential litigation affecting the municipality

   Carry...
13. **Adjournment**

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

**Resolved that:** Council adjourn the Regular Council Meeting of July 3, 2012 at 8:42pm.

Carried...

__________________________
Mayor

__________________________
Acting Corporate Officer
MINUTES

Present: Mayor Brenda Broughton
          Councillor Scott Ando
          Councillor Ron McLaughlin
          Councillor Joanne Ronsley
          Councillor Fred Bain
          Accounting Clerk Hayley Cook (recorder)

1. Call to Order

   Mayor Broughton called the Regular Council Meeting of July 17, 2012 to order at 7:00pm.

2. Approval of Agenda

   Resolution

   Moved by Councillor Bain
   Seconded by Councillor Ronsley

   Resolved that: Council approve the Agenda of the Regular Council Meeting of July 17, 2012
   with the following additions:
   9D Phase 2 Design
   7E Lions Bay Parking Lot Signs
   9E Tree Committee Resolutions

   Carried…

3. Public Participation - None

4. Delegations - None

5. Adoption of Minutes
   A. Special Meeting of Council of November 28th, 2011

   Resolution

   Moved by Councillor Bain
Seconded by Councillor Ronsley

**Resolved that:** Council adopt the Minutes of the Special Meeting of Council of November 28\textsuperscript{th}, 2011 with the changes presented.

\textit{Carried...}

B. Regular Council Meeting of July 3\textsuperscript{rd}, 2012

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

**Resolved that:** Council adopt the Minutes of the Regular Council Meeting of July 3\textsuperscript{rd}, 2012 with the changes presented.

\textit{Carried...}

6. Business Arising from the Minutes

Council discussed the idea raised in the November 28, 2011 Minutes of the weir at Harvey Creek being moved down the hill, as a safety suggestion from Public Works Manager Partridge. In a discussion with Metro, it was suggested that this would create a dam. Council has contacted UBC to have students look at the various issues and come up with solutions.

7. Unfinished Business

A. Community Centre Renewal Project
   a) Phase 1
   b) Phase 2
   c) Grant Application Opportunities
   d) Construction Time Line/s;
      i) Recommended Start Date

Councillor McLaughlin reported out from the Oversight Committee Meeting of July 16, 2012:

- The budget is not being made public at this point
- Council has legitimate concerns regarding the technical and financial risks; fears on cost could be dispelled with greater details
- The Oversight Committee discussed a smaller building for Phase 2 but suggested that this would not provide enough cost savings; in future expansions, money would have to be spent that could be saved if all done now
- Recommendation from the Oversight Committee to do both phases at the same time
- Phase 1 drawings are done and are going to the Building Inspector for approval
- The drawings are in a format that has significant detail to get costs from a general contractor
- A recent development is the discovery of a $250,000 Federal grant. It appears to be available and the Village would qualify. This would lead to changes in the financial structure
- The Oversight Committee is of the view that the expenditure for drawings of Phase 2 over the next 30-45 days is prudent to get the full scope and establish the costs thereafter
- Federal Grant deadline is August 2, 2012
- No construction has started now, dates will be reviewed in September; the Project Manager will have concluded the drawings for Phase 2 and would be able to approach contractor concurrently for costs for both phases
- December 15, 2012 is the final date for hard and soft costs; bids will be held for 120 days for a start date in March, 2013
- Starting in March will give time for a timely and delayed exit from the building for Phase 1 and relocating the Office to be fully functional for Phase 2, if it proceeds. This timing offers the potential to finish community programs during the school year
- Fundraising could be staggered

Councillor McLaughlin recommends moving forward with doing the Phase 2 drawings.

The Oversight Committee members are Eric Gerlach, Marek Sredzki and Edward Langford.

Council discussed another grant that has been identified; Council will look at the grant in more detail although the requirements are very technical. Staff to research whether the Village has done an energy audit. It was suggested that grants can always be turned down.

The Oversight Committee discussed the budget for Phase 2; the numbers are to stay out of the public at this time so that no information is given to potential service providers or contractors. Other issues may arise once construction starts; the issues regarding the earth do not appear to be significant after the engineer’s reports.

Motion

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

BE IT RESOLVED THAT: Council approves the recommended timetable with a potential start date of March 1, 2013 and that Council agrees the Phase 2 drawings are to be done in sufficient detail by September 15, 2012 to elicit contract and sub trade quotes concurrent with Phase 1

Carried...

B. Lions Bay Beach Park Signs

Councillor Ando put forward proposals for the wording of the signs for the Lions Bay Beach signs.
The Arts Council has been approached to work on the design of the signs, once wording has been approved. Council discussed the signs and made a few minor changes to the wording. Fire Chief Oliver will be contacted to discover the correct wording for the “camp-fire” ban on the beach.

Resolution

Moved by Councillor Ando
Seconded by Councillor Ronsley

BE IT RESOLVED: that the Village of Lions Bay Council approves the wording with the amendments suggested, of the report titled Lions Bay Beach Park signs dated July 17, 2012

C. Lions Bay Parking Lot Signs

Councillor Ando suggested adopting a three strike procedure for Bylaw Enforcement: warning ticket, bylaw ticket then towing for repeat offenders. Vehicles parked in fire lanes or blocking fire hydrants will be towed immediately.

Council discussed adding resident only signs to Seaview and Cloudview. It was suggested that residents might not support this initiative. A letter will be sent to residents in September advising them that the signs will go up in October.

A draft for the Day Parking Permits will be brought to the next meeting. The passes are currently numbered but in the future it was suggested they should be in triplicate. On Saturday July 14th, there were 16 cars at the Beach Park at 4:00pm, 11 of them had day passes from the Marina.

Councillor Ronsley will call Daybreak Bible Camp regarding their request to be able to park for more than the 72 hour maximum.

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

BE IT RESOLVED: that the Village of Lions Bay Council approves the wording of the Parking Lot Signs as written and amended in the report dated July 17, 2012 and are to instruct the Bylaw Enforcement Officers of the 3 strikes and out Enforcement Protocol.

C. Tennis Courts

The surface will arrive around July 24th if the weather holds, the resurfacing could be done in the 4th week of July.
D. **Soaker System** – Lions Bay Avenue – Dealt with

8. **Reports**

**Resolution**

Moved by Councillor Bain  
Seconded by Councillor Ando

**Resolved that:** Council received the reports of July 17, 2012.  
*Carried...*

**A. Chief Administrative Officer**

Council reviewed and updated the Action Report.

Staff are to provide a monthly Bylaw report via email by August 15, 2012. The report is to include the budgeted hours and expenses of the year to date.

The grindings on the lot on Southview Place are to be removed by August 1, 2012.

Staff have contacted the West Vancouver Planner to see if they might be available for the Village; the Village also requires an Approving Officer to sign off on the land sale.

**Lions Bay Fire Department Report** – No comments

**B. Mayor and Council**

**Mayor Broughton:**

The Community Infrastructure Improvement Fund Grant is available to the Village for the Community Centre Renewal.

MP John Weston and his Staff have worked with Canada Post to allow the mailboxes to remain where they are in the Lions Bay General Store and Café.

The West Vancouver School District has sent correspondence to the Village regarding the Memo of Understanding for the nature trail way at the Lions Bay School. Staff to look into liability insurance.

**Councillor Ando** - No comments

**Councillor Ronsley:**

The Library will remain open in August with different hours; an E-post will be sent out to those affected.
An E-post will also be sent out advising the Community that the renewal project will not be starting in the fall. Staff to advise all the user groups. Mayor Broughton to write a note for the Village Update.

Councillor Bain will take the lead on the Bylaw Portfolio in Councillor McLaughlin’s absence. The list of planners will be sent to Councillor Bain.

C. Committees – none received

9. Resolutions

A. Village Vehicle Fleet Insurers

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Whereas the ICBC Insurance for the Village’s Fleet is currently processed by Westland Insurance, Edgemont Village

AND Whereas the location of the insurance office is a considerable distance away from the Village of Lions Bay

AND Whereas a significant amount of staff time and efforts is expended in visiting the Insurance Office

AND Whereas the Village’s vehicle fleet is insured at ICBC rates and therefore no financial advantage in selecting one particular insurance provider over another

IT IS RESOLVED: that Council gives its approval to move the insurance of the Village’s vehicle fleet to Caulfield Insurance Centre at Caulfield, West Vancouver. Carried...

The insurance company is to be asked for sponsorship.

B. Community Centre Phase 2 – Matching of Infrastructure Improvement Fund Grant

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Whereas the Community Infrastructures Improvement and, Western Economic Diversification Canada, is for the rehabilitation or improvement of existing community infrastructure such as ‘Community Centres, Cultural Centres, Parks and Libraries’; and

Whereas the Community Centre Renewal fulfills three of four of these points; and
Whereas eligibility also includes any of the following including roof replacement, accessibility provided by elevator and washroom accessibility standards, upgrades to a Green Standard such as HVAC Upgrades, and repair and improvements; and

Whereas the Municipal Office section requires safety improvements that include roof replacement; and the Community Centre Renewal would be enhanced by accessibility for people to three levels and the Library would be a direct beneficiary of the reclaimed space without a stairway in it; and

Whereas the focus of the Grant application will be the accessibility that the elevator brings to the users of the Community Centre for all three levels, the benefit to Lions Bay Library, the meeting of the green standard with the new HVAC system, and the roof replacement.

Therefore, be it resolved that the Village of Lions Bay Council resolves to provide matching funds for the Community Infrastructure Improvement Fund Grant to a total of $250,000 for Phase 1 and or Phase 2 of the Community Centre Renewal Project.

Carried...

Councillor Ando abstained

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

BE IT RESOLVED: that the Village of Lions Bay should apply to the Green Municipal Fund for a planning grant for the design of Phase 2 at a cost of 50/50.

Carried...

C. Replacement of stolen Public Works Equipment

Council discussed whether to go ahead with the claim if the value of the claim is not much more than the deductible. Staff advised that the insurance company has not yet responded with an amount for the claim.

Public Works Manager Partridge has advised that the Public Works Department needs to replace all the equipment that was stolen. They currently do not have any chainsaws.

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

BE IT RESOLVED: that Council approve Public Works to replace the stolen equipment and that the Village of Lions Bay will pay the deductible of $1,000 to the insurance company, should the claim go ahead.

Carried...
E. Tree Committee Applications

Tree Application # 31; the Tree Committee has approved the application to remove trees on Municipal property.

Tree Application # 32; the Tree Committee has declined the application as it stands to top the trees. Their recommendation is to allow some trees to be removed if a Geotechnical report is done for the bank stating that it will not affect the stability. If the report is done, the applicant can re-apply.

Mr. Kisser Tree Application; the Tree Committee unanimously agrees that if the applicant gets a survey that shows the trees in question are on Municipal property, they can be removed. A full clean up would be required after the work.

Council discussed the need for escape routes through the Village and the potential for one in Kelvin Grove. If the trees are removed it would provide better access, although the area would still require a large cleanup to remove the brambles and other trees.

A heads up will be given to the resident opposed to the Kisser Application when the survey is to take place.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando

BE IT RESOLVED: that all 3 Tree applications be approved as the Tree committee recommends. The need for a full clean up is to be added to the Kisser Application.

Carried…

Council thanked the Tree Committee for all the work they do; their role is challenging.

10. Bylaws
A. Bylaw No. 444, Road Closure Bylaw 2012 Adoption

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

Resolved that: Council adopt Bylaw No. 444, Road Closure Bylaw 2012

Carried…

11. Correspondence

Resolution
Moved by Councillor Bain
Seconded by Councillor Ando

Resolved that: Council Received Correspondence up to June July 13, 2012

A. List of Correspondence to July 13th, 2012

Resident Letters one through 13 re: the Community Centre Renewal Project; responses to say “Thank you for your comments regarding Phase 1 and 2 of the Community Centre Renewal. They are currently being reviewed by Council.”

Letter # 14 re the Secretary Treasurer Posting; Councillor McLaughlin has spoke to Mr. Langford.

Letter # 15 re Nuisance Dog; the issue has already been dealt with.

12. New Business
A. Bylaw Review Project

The First Chair of the Bylaw Review Committee is Councillor McLaughlin, Second Chair is Councillor Bain with members Building Inspector Butler, Office Coordinator Laughton, Former Councillor Akerhielm is also to be involved with one or two members of Council and the new Secretary-Treasurer.

The mandate is to set the team on a path to review research and investigate fines and bylaw amendments; legal advice will then be sought. Council will set the criteria and consider their recommendations, with the first review taking place at the second meeting in September.

Action items to be included in the review are examples of overweight vehicles, fee review, fees for structures etc., review of current fines. Council has a view that the current fines and bylaws are not realistic and not a deterrent and this is part of the process. The Village needs to be on solid ground if a matter went to court. It was suggested to look at examples in West Vancouver. Council discussed the issue of the structure at the marina with their legal and counsel and it was agreed that Mayor Broughton should meet with the resident to discuss it. The Village wants action on this item.

B. Lions Bay Community School Nature Trail Bikeway MOU with SD #45

Staff to research the Village’s insurance in regards to the Nature Trail.

A note to be added to the end of Point #3 in the email, adding:

“Except where the school district is using the trail for its own educational purpose.”

Resolution

Moved by Councillor Ando
Seconded by Councillor Ronsley

BE IT RESOLVED that: the Village of Lions Bay Council accepts the Memo of Understanding with School District 45, with regard to the nature trail at the Lions Bay School, with the change to point # 3 as noted in the minutes.

Carried...

C. Centre Road Bus Shelter

Ruth Simons has contacted Council and advised that Rob Simon’s drawings of the bus shelter are engineered and ready for tender. Council agreed by consensus that the project is to be delayed until after the Community Centre Renewal. Council thanks Mr. Simons.

D. Resident Guest Parking Ticket Booklet

Booklets of ten day passes are to be made at the Office for sale to residents. When used by residents the date of use of the ticket is to be written clearly in pen. The tickets may not be reused.

E. Parking Ticket Disputes – Screening Officer

Currently the Village is without a screening Officer. Council agreed by consensus that the Office can resolve all the issues they can before disputes are sent to the North Vancouver Adjudicator. Bylaw Officers Partridge or Oliver will sign any correspondence going out; the Officer who did not write the ticket will be the arbitrator.

F. Wade Family Parking Pass

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

BE IT RESOLVED: that the Village of Lions Bay Council does issue a parking pass to Mrs. Wade for free parking within the village.

Carried...

G. Secondary Suite Policy and Bylaw

The Secondary Suite Bylaw and Enforcement Policy were included for Council to review over the summer. The Bylaw has been in place for a year and is to be looked at to see if it is working as Council would like.

The Bylaw will be looked at by the Bylaw Review Committee and be brought forward to the September Council Meeting.
H. Discharge of Fire Arms and Development of Bylaw

Council reviewed the Lions Bay and West Vancouver Bylaws. The Bylaw will be looked at by the Bylaw Review Committee.

I. Dog Care – Barking and Clean Up – Dealt with

13. In Camera

Moved by Councillor McLaughlin
Seconded by Councillor Bain

Resolution

That the Regular Meeting of July 12th, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
   c) labour relations or other employee relations;
   d) the security of the property of the municipality
   g) litigation or potential litigation affecting the municipality

Carried...

14. Adjournment

Resolution

Moved by Councillor Bain
Seconded by Councillor Ando

Resolved that: Council adjourn the Regular Council Meeting of July 17, 2012 at 10:18pm.

Carried...

Mayor

Acting Corporate Officer
MINUTES

Present: Mayor Brenda Broughton
Councillor Scott Ando
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Councillor Fred Bain
Secretary/Treasurer Farouk Zaba
Accounting Clerk Hayley Cook (recorder)

1. Call to Order

Mayor Broughton called the Regular Council Meeting of September 4, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council approve the Agenda of the Regular Council Meeting of September 4, 2012 with the following additions:

7D Budget and Finance Timetable
7E Library fundraiser i) Policy Governing Community Hall Use

Carried...

Mayor Broughton introduced and welcomed Farouk Zaba as the new Secretary/Treasurer and advised residents should not hesitate contacting Mr. Zaba on any matter.

3. Public Participation

Mr Duve of 310 Oceanview Road:

- Ask Council if it allowed to have a commercial company in a residential area
- One has been located next door for years and Mr Duve has never received an exact answer from the Village on whether it is allowed
- Mr Duve suggested that while he has nothing personal against neighbour, the business has increased in size
Council advised that they are aware of the letters Mr Duve has sent and thanked Mr Duve for coming before Council. Council advised that they do not condone or support commercial activity in a residential area, and the issue is being dealt with. Council is committed to seeing the rules being enforced.

Mr Duve suggested that there is a depot on the property on Oceanview Road with heavy equipment, backhoes, excavators and a gas tank. The vehicles are not viewable from the road.

Mr Duve advised Council he has photos that he could bring in for Council to see.

The Good Neighbour Bylaw would not be applicable for this issue; it is covered under the Zoning Bylaw.

4. Delegations
   A. Lions Bay Beach Park Opening Hour

Tina Schneider presented her views on the recent change to the opening hour of the parks in the Village from 06:30am to 08:00am:

Ms Schneider suggested that it is important to have the parks open at 06:30am; the Community Gardeners, dog walkers and all residents who use the park before 8:00am do so as an escape and enjoy the peace. In the summer, the gardeners go down there to water their gardens on their way to work. Ms Schneider does not want the new schedule to cause hardship, allow anyone to be harassed or have to go against the bylaw. The change empowers people who do not like the gardeners or park users. If the change was done to appease the waterfront residents, it is not fair and only benefits a few; parks are for everyone, not private. Any resident who complains about parks should realise that when moving into an area will have to put up with people going to the parks.

The change to 08:00 is targeting a specific group of people. In winter months, the park is used later in the day. There was minimum input from the community to run the park.

Ms Schneider suggested that people come to Lions Bay for the green spaces. Changing the time restricts movement around the Village; it is not progressive to the future. Ms Schneider suggested it is a dangerous precedent to change the hours and conform to lobbying groups.

Ms. Schneider provided Council with an audio transcript of the area. Ms Schneider suggested that creating a sound barrier in the parking lot or changing the entrance could mitigate some noise concerns.
Ms Schneider asked Council to re-address the issue of the time and change it back and that it is important to the future of all Lions Bay.

Council suggested that if they ask the police to act on a Bylaw, it has to fit into the scope of the Bylaw. Ms Schneider advised she understands but would like Council to address the opening time.

B. ArtScene 2012

Ute Phillips presented a delegation asking for Council endorsement of the ArtScene Event.

The first ArtScene was held in 2011 in conjunction with National Culture Day, which is a nationwide celebration of local arts and culture. This year will follow with something similar but with new twists. The Arts Council now has 117 members after a year and a half.

The event will take place on September 29 from 11:00am to 5:00pm and will be held in the hall. The Arts Council is looking for broader community participation. There will be readings from local writers and poets and music from local artists. The Historical Society was a big draw last year and will be in Council Chambers again showing video interviews from Lions Bay pioneers.

There will be a Save the Howe sound Society booth and people selling food to raise money. The Arts Council is also looking at a celebration of the Queen’s Jubilee in the evening. The Village may have money available from a potential grant and the Arts Council is working with the Office on this.

A project is being proposed that relates to the beautification of the Kelvin Grove Beach Area; asking people to come and create artwork.

Ms Phillips asked for Council endorsement in being involved.

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

BE IT RESOLVED that: the Village of Lions Bay Council supports National Culture Days in conjunction with the Lions Bay Arts Council ArtScene 2012, to be held on Saturday September 29, 2012 from 11:00am to 5:00pm, using the Community Hall.

Carried...

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain
BE IT RESOLVED that: the Village of Lions Bay has an opportunity to receive money for a Queen’s Jubilee Event and has been seeking volunteer commitment for a community event. The Lions Bay Arts Council is willing to combine the jubilee event with ArtScene 2012.

Carried...

The Jubilee event is contingent on the funds being received from the Ministry of Culture.

C. Beautification of Kelvin Grove Park

Ruth Simons presented a proposal as Chair of Public Arts and Design Committee. The Public Art and Design Committee is used wherever there is a design component to a structure or future structure in a public space. The Committee interfaces with the community to ensure the culture of the Village is reflective. The Committee is also responsible for making visible art that reflects the artist and culture of Lion Bay.

The Lions Bay Arts Council is asking Council for support, in principle, for a community lead project to help beautify the Kelvin Grove Beach Area either by a Community Garden sign, panels to enhance the washrooms or some improvement of the sewage treatment plant. The Arts Council is asking for support on the event for September 29 to encourage people to participate. An 18’ x 12’ stencil could be created and then digitized in the future.

The project is to be funded by money already in the 2012 budget.

The Arts council is also asking for support for the concept and initiative to beautify. There are references in the OCP promoting village pride. The Kelvin Grove Park has not received as much attention as it did in the past. The centerpiece should not be an unsightly sewage treatment plant. This year would be for input, ideas would then be brought back to Council.

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Ando

RESOLVED THAT: Council gives it support for the community art project that starts on September 29th and gives its support for the concept of the overall initiative. Council and Staff will provide information as required.

The art from the community members will be digitally reproduced and incorporated into art panels and Community Garden sign in appropriate format at the park.

Carried...

5. Adoption of Minutes
A. Regular Council Meeting of July 17th, 2012

Resolution
Moved by Councillor Bain
Seconded by Councillor Ronsley

Resolved that: Council adopt the Minutes of the Regular Council Meeting of July 17th, 2012 with the changes presented.

Carried...

B. Special Meeting of Council of August 7th, 2012

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council adopt the Minutes of the Special Meeting of Council of August 7th, 2012 with the changes presented.

Carried...

6. Business Arising from the Minutes

- Secretary/Treasurer Zaba to look into the parking issue on Southview Place. Currently there is no signage on the street
- The tennis court resurfacing is complete and currently no dead spots have been found
- Secretary/Treasurer Zaba to follow up with Public Works regarding the removal of the asphalt grindings that have been stored on Southview Place. They are to be moved up into the site in the Harvey Creek Area
- The fee review is to include overweight vehicles and structures
- Resident guess parking booklets are to have the address of the resident on them; this is to be passed on to the Parking Committee
- Chief Oliver has advised that all cul-de-sacs in the Village should have no parking signs
- The Village has received a letter from a Cloudview resident saying they have always parked there and they are not aware of the no parking on the street; there is no signage

7. Unfinished Business

A. Community Centre Renewal – Phase 1 & 2

Council set up a Committee of the Whole Meeting for Wednesday September 12 at 08:30am. Staff to confirm Mr. Meiklejohn’s availability.

B. Lions Bay Beach Park Signs

Mayor Broughton met with Trudy Leuthy and Ruth Simons regarding the Lori Beck Memorial BBQ Corner. The words written by Ms Beck’s husband 15 years ago will be used, possibly on a plaque. The current signage was made by Jonathan Wregglesworth and was dedicated on July 1, 2000. Councillor Ando to confirm if Trudy Leuthy is writing an article on the Memorial.
C. Day Parking Permits

Councillor Ando asked Council to think about whether the Village should provide overnight parking for non-residents and asked why we are doing it. The Village needs to look at why we issue day passes for non-residents; it should be parking for residents and visitors.

Mayor Broughton presented a history of the area verbally:
The Village of Lions bay currently has obtained a right-of-way from CN Rail to the Marina. Should the right-of-way be extinguished, the Village would need to provide access to the Marina. Due to circumstances of the Village’s control, the chance to have the whole parking lot was missed. The deal had included the parking lot, road to the Marina, all the roadway in Lions Bay Avenue and the vegetation hedge in Brunswick Beach. Mayor Broughton suggested that Council should re-visit this with CN Rail.

CN owns all the land; the Village currently has a lease for the parking lot. There has been a long term right to use the road to the Marina. The Village pays CN Rail money for the crossings.

Council discussed the growth of the Marina over the last few years. This growth had not been anticipated. The parking lot is to be added to the parking talks for next year.

Staff at the Marina advise people who buy passes that they are not to park on residential streets.

D. Tennis Court Resurfacing

The re-surfacing of the tennis court is complete and no problems are anticipated. Any problems that do arise are to be reported to the office.

Council discussed the tree that is leaning near the court. Public Works have advised that they need to call in a tree service. Secretary/Treasurer Zaba to follow up with Public Works Manager Partridge.

8. Reports

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

Resolved that: Council received the reports of September 4, 2012. Carried...

A. Secretary – Treasurer – Verbal Report

Secretary-Treasurer Zaba advised Council of his schedule thus far; 3 day orientation, catching up on portfolios and research.
i) Action List

Council reviewed and updated the current Action List.

September 9, 2012 is to be the last day of Bylaw Enforcement. This will still be within the salary budget for 2012. Secretary-Treasurer Zaba is to advise the Bylaw Enforcement Officer.

A Bylaw Review Report will be presented at the September 18, 2012 Committee of the Whole.

Councillor Ando suggested that there needs to be a whole review of parking within the Village.

B. Mayor and Council

Mayor Broughton’s Report:

The Village is still looking onto the FCM grant for the Community Centre but it may involve investing too much money.

Council is to have a conference call with MLA Joan McIntyre to discuss a potential increase in the money received by volunteer fire departments for call-outs on the highway. There has been no rise in the amount since 2002. Municipalities would like to see the Ministry of Forests firefighting schedule used.

Dave Southam of the Ministry of Forests, Lands and Natural Resource Operations has been in contact with the Village to advise that as soon as the completed risk assessment has been finalised, it will be reported out to Council and the public in concurrent meetings.

The Highway Advisory Group met last week regarding the vegetation in the median. There are some problems with sightlines and the Ministry of Transport wanted to remove all the landscaping. At the meeting, they agreed to replace the vegetation with seven different species that have been agreed upon instead of removing it all.

An unbudgeted invoice has been received from CN rail for maintenance of the railway crossing at Brunswick Beach. The invoice was investigated and it has been resolved that the railway was there first, and so has to be paid.

The Commercial Hiking application in the Lions Bay Watershed has been granted. Staff to resend the letter to Mayor Broughton.

Council discussed how to discourage the group through parking options. The issue is very close to the residents of Lions Bay.

Council advised that parking boots have just been implemented in Seattle.
Councillor Ronsley:

The library is holding a fundraiser on October 17 from 7pm to 9pm. An e-post will be sent out to garner support.

Councillor Bain:

The old fire truck has been sold along with some Halmatro equipment for $9,000 to Britannia Beach Fire department. Training is continuing with Bowen Island and Britannia and some of the firefighters are being trained as first responder trainers, so they can do in-house training.

Staff to send round the August report.

Myron Loutet is ready to start the emergency response training for staff. Staff to find a date for the training.

C. Committees – none received

9. Resolutions

A. Appointment of Officer Positions

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

WHEREAS the Community Charter S.B.C. 2003, c. 26 empowers Council, by bylaw, to establish officer positions and to establish the powers, duties and responsibilities of officers and employees, provided that it must establish officer positions in relation to the powers, duties and functions under sections 148 and 149 of the Community Charter, and;

WHEREAS the Community Charter S.B.C. 2003, c. 26 also empowers Council, under section 147, to establish the position of Chief Administrative Officer of the municipality, and;

WHEREAS Council has passed and adopted Officers Bylaw 2011 No. 424 establishing the Village Manager as the Chief Administrative Officer and Corporate Officer and the Treasurer as the Financial Officer for the Village of Lions Bay, and;

WHEREAS the Community Charter S.B.C. 2003, c. 26 outlines the powers, duties and responsibilities of the Collector, and;

WHEREAS the Community Charter S.B.C. 2003, Schedule defines the Collector as “the municipal officer assigned responsibility as collector of taxes for the municipality”, and;

WHEREAS Council has hired a Secretary-Treasurer as the Senior Administrative employee of the Village;
THEREFORE BE IT RESOLVED THAT Council hereby assigns the role of the Collector to the Treasurer, and;

BE IT FURTHER RESOLVED THAT Council hereby appoint the Secretary-Treasurer to the officer positions of Village Manager, and Treasurer.

Carried...

B. Authorization of Repairs to Public Works Vehicle

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

BE IT RESOLVED THAT Council authorizes management to obtain repairs to the Public Works Silver Ford F-350 after receiving two more quotes and expend an amount of up to $7,3000 + HST.

Discussion:

Council discussed the amount of repairs to the Public Works Fleet this year. Public Works Manager Partridge had put forward a proposal for leasing the fleet; Council needs to look to the future at what vehicles the Works Department needs. Council added to the resolution that two more quotes need to be sought before going ahead with the work.

Carried...

10. Bylaws - None

11. Correspondence

A. List of Correspondence to Friday, August 31st, 2012

Resolution

Moved by Councillor Ando
Seconded by Councillor Bain

Resolved that: Council Received Correspondence up to August 31, 2012

Carried...

Outside correspondence:

Staff to research and bring back a resolution after reviewing those from the City of Vancouver and Port Moody regarding the new Provincial Recycling Regulation.
Resident Correspondence:

Resident Letter #1 re commercial activity on Oceanview Road. Correspondence is to be sent, thanking Mr Duve for attending and advise him that Council has reviewed the letter and is moving ahead on this matter.

Council noted that when they come to a plan of action regarding an issue, they should send another letter advising the resident what this action is, depending on what information can be given.

Resident Letter #2 re Park hours. Council’s correspondence to thank Ms Schneider for coming before Council.

Council discussed the idea suggested of changing the park hours back to 06:30am. It was suggested that the hours should stay as they are while letting the residents know that no one involved in quiet enjoyment would be prevented from doing so. Residents need to be told they cannot enforce policies themselves.

Staff suggested that Council should write a policy on how the bylaw is to be enforced if they wish to allow residents to enjoy the park quietly before the bylaw’s stated opening time. Bylaw Enforcement Officer Partridge to write a draft as a report to Council for their endorsement.

It was discussed by Council that some residents do not want to go against a rule and it may not be a good message to advise the residents they will not enforce the change to the bylaw. It may seem that some residents got what they wanted because they made enough noise. Councillor Ronsley advised that she would like to sit on the Parks Committee and hear a reaction from what happened over the summer. It was suggested the silent majority is not being heard.

Council discussed the ideas suggested by Ms Schneider to help create a sound barrier. Council will review the ideas brought forward in the future.

Resident Letter #3 re the Bear Statue. Council to thank Norma Rodgers for all her work. The bear will be moved to the Community Centre once the renewal is complete.

Resident Letter #4 re signage at Kelvin Grove. Council to respond that the Ministry of Transport will not allow any additional signage to be put up.

Resident Letter #5 re Infrastructure Clarification E-post. Council response; thank you for correspondence.

Resident Letter #6 re Infrastructure Clarification E-post. Council response; thank you for input.

Resident Letter #7 re Lock blocks at Brunswick Beach. Council response; the Village of Lions Bay requires immediate removal of the lock blocks or a legal survey of the property by Sep 30th, 2012. The next step is removal. The request for Council to visit is not going to be taken up. Secretary/Treasurer Zaba to call the residents and advise them.
Resident Letter #8 re Kelvin Grove Cliff Jumpers. Council response; the resident’s concerns are being taken seriously. Mayor and Staff have been in touch with CN Police as well as Electoral Area A whose territory the cliff is in.

Resident Letter #9 Cloudview Parking. Council response; thank you for bringing this to Council’s attention. Council noted the need to put no parking signs in fire lanes throughout the Village.

Resident Letter #10 re Sewage Treatment. Council response; thank you for the correspondence.

Resident Letter #11 re Fire Hall Dumpster. The bin is currently emptied on Wednesdays but is full immediately after. Residents have been leaving junk such as old bikes, furniture and junk at the bin.

The bin was initially put in place for residents who are going away and cannot put out their bin on Fridays. Council discussed educating residents on this as it is currently being abused. The Bear Smart Committee has suggested encouraging people to get a bear secure location for their garbage. Staff are writing an article educating residents.

The Fire Chief has advised that he would like the bin to be removed from outside the fire hall.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

BE IT RESOLVED: that Council agrees to a 30-minute continuation. Carried...

An article is to be placed in the September Village news, advising people as to why the bin was set up at the fire hall. An E-post will also go out to residents.

12. New Business
A. OCP – Regional Context Statement – Update

Included for Council to review.

B. Review of Secondary Suite Bylaw

To be moved to the September 18, Council Meeting.

C. Fire Hall Garbage Bin

Already reviewed.

D. Budget and finance timetable

To be completed by Secretary/Treasurer Zaba and sent around to Council for review.
E. Library fundraiser

Resolution

Moved by Councillor Bain
Seconded by Councillor McLaughlin

BE IT RESOLVED: that the Village of Lions Bay Library can use the Community Hall for their fundraiser on October 17, 2012 at no cost.

Carried...

F. Community Hall Use policy

Staff are to draft a policy for Community Hall Use.

13. In Camera

Resolution:

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

That the Regular Meeting of September 4th, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
   a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality
   d) the security of the property of the municipality
   g) litigation or potential litigation affecting the municipality

Carried...

14. Items to be reported out from the In Camera Session:

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

BE IT RESOLVED that: Council approve payment for the invoice from Inteqna, in the amount of $17,400 + HST for the Recruitment Fees for hiring the new Secretary/Treasurer.

Carried...
15. Adjournment

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

Resolved that: Council adjourn the Regular Council Meeting of September 4, 2012 at 10:46pm.
Carried...

Mayor

Secretary-Treasurer
REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY SEPTEMBER 18TH, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present: Mayor Brenda Broughton
Councillor Scott Ando
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Councillor Fred Bain
Secretary/Treasurer Farouk Zaba
Accounting Clerk Hayley Cook (recorder)

1. Call to Order

Mayor Broughton called the Regular Council Meeting of September 18, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Resolved that: Council approve the Agenda of the Regular Council Meeting of September 18, 2012 with the following additions:
7C Community Centre
12G Nametags
12H Council Meeting Dates

Carried...

3. Public Participation

Meredith O’Toole-45 Creekview

Ms O’Toole asked Council if they could investigate if the owners of 85 Creekview Place had applied for a building permit. Building Inspector Butler had suggested to Ms O’Toole that she would have to go to Council to find out this information. Staff suggested that Ms O’Toole might have to submit a Freedom of Information request, but that if a permit has been issued, it would be displayed at the property.
Resident of Panorama Road:

A resident of Panorama Road advised Council that he had not received the vegetation to replace the vegetation that was removed by Miller Capilano.

Council advised the resident that planting has not started yet; Miller Capilano will probably order the plants at the end of the month.

4. Delegations - None

5. Adoption of Minutes
   
   A. Regular Council Meeting of Tuesday, September 4th, 2012

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ando

Resolved that: Council adopt the Minutes of the Regular Council Meeting of September 4, 2012 with the changes presented.

Carried...

6. Business Arising from the Minutes

   • Trucking in Lions Bay to be reviewed by the Bylaw review Committee
   • Council to ask Mr Duve for the photos he offered of the trucking on Oceanview Road
   • The FCM grant is not possible for the Village; it would be too expensive to meet the green standards
   • All resident correspondence has been sent out; Staff to respond no later than the end of the week for resident correspondence
   • The bin at the fire hall has not been overused since the E-post was sent out. It will continue to be monitored
   • Councillor Ronsley asked that she be part of the Parking committee’s review of the summer

7. Unfinished Business
   
   A. Southview Place

   Report out from the Committee of the whole: Staff is investigating the process for tickets that have been issued and will look into the earth materials that are piled up on Municipal property.

   B. Lori Beck Memorial BBQ Corner

   An article will be in the next issue of the Lions Bay Community News and the December issue.
C. Community Centre

The Mayor and 3 Councillors met with the Oversight Committee on Monday September 17, 2012 and preliminary decisions were made. A timeline was suggested that the Community Centre should go out to tender for Phase 1 and for Phase 1 and 2 around October 15, 2012. Documents would be due back by November 10, 2012 to give Russ Meiklejohn time to review and report back to Council for their consideration. A public meeting is also scheduled to take place on October 3, 2012.

Motion

Moved by Mayor Broughton
Seconded by Councillor Bain

Be It Resolved that: the Village of Lions Bay Council request that Russ Meiklejohn, the architect, does move ahead with the completion, as promised, of the Phase 2 plans for September 30, 2012 and then move forward with the tendering of Phase 1 and also of Phase 1 and 2.

Discussion:

It was noted that building permits have not yet been applied for and the BC Building Code is scheduled to be updated in October. Council agreed to go ahead with the Special Meeting of Council on September 20 at 08:45am as planned.

The Oversight Committee is unanimously in favour of going ahead with a fixed tender. Council to discuss tenders further.

Carried...

Secretary-Treasurer Zaba is to prepare timelines for the Loan Authorisation process for the October 1 Committee of the Whole. There are two windows in the year to apply for a loan with the Municipal Finance Authority. A decision on whether to borrow would be made later.

8. Reports

Resolution

Moved by Councillor Bain
Seconded by Councillor Ronsley

Resolved that: Council received the reports of September 18, 2012.

Carried...

A. Secretary-Treasurer – Verbal Report

Secretary-Treasurer advised that he has been preparing for the budget process and getting a sense of the work flow while looking at areas for efficiency and improvement. There have been no major issues.
Council asked Secretary-Treasurer Zaba when they might expect financial statements. Secretary-Treasurer Zaba advised that the internal records had to be brought in line with the audited statements and that a mid-September or end of August year-to-date will be prepared for the October 1 Committee of the Whole. The priority now is to set up a meeting with Public Works Manager Partridge to make him aware of the cost he is responsible for.

**B. Bylaw Enforcement Officer**

Council commented that the Bylaw Enforcement Officer’s report is phenomenal; it is extensive and very helpful. It was suggested that the report be sent out as an E-Post.

Council discussed the blind curve at Bayview and Mountain. Staff to review.

The changes suggested Bylaws in the report would be passed onto the Bylaw Review Committee after Staff has reviewed.

**Action List:**

Council reviewed and updated the Action list.

- The land sale is waiting on legal documents to exchange hands; Councillor McLaughlin to follow up
- Councillor Ronsley is to meet with Secretary-Zaba and former Councillor Akerhielm to review the Secondary suites Bylaw

**Fire Department Report:**

Fire Fighter Day was a fantastic day; an update will follow with the amount raised. The Fire Department has recently sold an old fire truck and some Holmatro equipment for a total of $9,500.

**C. Mayor and Council**

**Mayor Broughton:**

Donald McDonald from the Ministry of Forest visited the Village and has inquired when the Village’s garbage dump was de-commissioned and whether the Village is thinking of doing land development on that site. The land is lease land and is not owned by the Village. The Ministry will do an inspection on the land.

Council expressed their thanks to former Councillor Ruth Simons for presenting in opposition to the McNab Creek Mine.

Mayor Broughton, Councillor Ronsley and Secretary-Zaba had a phone meeting with Keith Anderson and Jennifer Karmona regarding the approved application for commercial hiking in the Village’s watershed. Mr. Anderson is going to speak with Dave Southam and confer with other departments before making a decision. Council updated the Ministry on the recent wild fire near the Village. Council noted the benefits of getting Metro Vancouver on their side.
When the Village recently closed the trails, with the support of the Ministry of Forests, the commercial hikers were the unhappiest.

Councillor Ando:

Councillor Ando advised Council that some passes are being issued for more than 7 days, and the vehicles go into the lot. There is currently no policy or guideline for the Marina on this.

Direction is needed on how to proceed with overnight parking for non-residents. This issue is to be added to unfinished business at the next Council Meeting. The parking lot signs are on hold until this issue is resolved. Council raised the question of whether the Village should subsidise the Marina. Currently the Marina day passes sell for $14 a day, the Village’s for $10.

Councillor Ronsley: - No comments

D. Committees – None presented

9. Resolutions

A. Resolution to Request the Province to Amend the Recycling Regulation

BE IT RESOLVED THAT Council request the Province to amend the Recycling Regulation to require that where local governments choose to provide recycling services to stewardship organizations that municipalities be fully compensated for those services.

This resolution would be in support of Vancouver and Port moody.

Motion

Moved by Councillor Ronsley
Seconded by Councillor Ando

Be it resolved that: the resolution be tabled until the next meeting. Carried...

B. Resolution to Participate in the 2012 BC Shakeout

Staff to send an E-Post regarding the 2012 BC Shakeout.

Motion

Moved by Councillor Ronsley
Seconded by Councillor Ando
BE IT RESOLVED THAT The Village of Lions Bay supports the 2012 BC Shakeout and will register to participate in the Shakeout Event on October 18th, 2012

Carried...

10. **Bylaws** - none

11. **Correspondence**

   A. List of Correspondence to September 18th, 2012

**Resolution**

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council Received Correspondence up to September 18, 2012

Carried...

Resident Letter #1 re Building Permit. Secretary-Treasurer Zaba to take care of this correspondence.

Resident Letter #2 Aggressive Dog. Council to respond that the matter is being taken very seriously. There have been an unusually high number of incidents. Currently the bylaw does not allow the Village to take any action against aggressive dogs. Residents are advised to report any incident to the RCMP.

Council asked that Staff look into escalating fines for repeat offences. Staff advised that the Community Charter offers 4 ways to fine or penalise and depending on which way the bylaw has chosen, dictates whether the fines can escalate. Staff is currently researching this.

Council updated that the structure at the Marina is to be removed by October 1. Councillor McLaughlin is to take on reviewing the suggested changes to the Dog Bylaw.

Resident Letter #3 re Curb Damage at Brunswick. Council response to Mr. Pellow to thank him for his correspondence. Staff to follow up with Public Works to determine if there was a purpose to the curb before removing it.

Resident Letter #4 re train whistles. The Village looked into this issue in 2011; Staff to communicate the findings to Rudy Leuthy.

Resident Letter #5 re Water Infrastructure Plan. Staff to forward the Public Works capital project plan to Mayor Broughton for review.

Resident Letter #6 re Wildfire. Council to thank the resident for their response.

Resident Letter #7 re Vegetation on Oceanview Road. Staff to follow up with Public works for mapping of the vegetation that is overgrown. Council suggested encouraging residents to do the work.
12. **New Business**

   **A. Water Restrictions**

   The Village would have to amend the current bylaw in order to fine a resident for not following the water restrictions. An E-post is to be sent out explaining the reasons for the restrictions.

   Staff updated Council regarding a leak on Centre road. In order to deal with the leak water will have to be shut off to the strata and Lions Bay Store. Public Works Manager Partridge is to provide an update.

   **B. Bylaw Review Committee Recommendations – already dealt with**

   **C. Wildfire Risk – Tree Clearance**

   Council has received two emails suggesting the concept of tree clearance to help prevent forest fires. Dave Southam of the Ministry of Forests also brought the issue up with Council. Council have followed up with the Ministry to review mitigation strategies. Councillor Bain to contact Sally Pollock, head of ESS, regarding sending out copies of the Fire Smart brochure that was issued by the Province, and report back to Council. An article is to be included in the Village update.

   **D. Electric Car Charging Station Report**

   Councillor Ando updated Council on the Electric Car Charging Station Report. There are currently two stations in the vicinity, one at Coal Harbour and one in Blaine, Washington. The Lions Bay General Store has applied for the government funding.

   Council supported the initiative by consensus.

   **E. Business Licenses – move to October 1, 2012 Council Meeting**

   Council were advised of an article regarding the rescinding of a business licence in Surrey.

   **F. CN Rail – Brunswick Beach Crossing Invoice**

   The Village received and paid an invoice from CN Rail for the maintenance of the Brunswick Beach Crossing for 2011 and 2012. Staff have requested a current list of all invoices that are to be expected from CN Rail to help with the 2013 budget process.

   **G. Nametags**

   Council agreed to go ahead with ordering nametags for Council and permanent employees of the Village with the Village Flag on them. The cost will be approximately $20 for set up and $90 for 12 tags. Staff is waiting for one more quote.

   **H. Council Meeting Dates**

   October 22, 2012 was greed on as the date for the committees to present their budgets to Council.
Staff to come back to Council on if there is a preference to hold Council Meetings on Mondays or Tuesdays.

I. Kelvin Grove Service Connection

Council discussed the need to move forward with completing the work in Kelvin Grove. Public Works have received two quotes from contractors to do the work. Both quotes are for $15,000. A quote has been received to have the site engineered for Public Works to do the work; the engineering is quoted at $2,800.

Discussion ensued regarding following best practices and the need for creative thinking to resolve the project. The Village is obligated to do the work. Staff to direct Public Works Manager Partridge to get the project finished for $1,000.

13. In Camera

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

**BE IT Resolved that:** the Regular Meeting of September 18th, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

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

d) the security of the property of the municipality

Carried...

14. Adjournment

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

**Resolved that:** Council adjourn the Regular Council Meeting of September 18, 2012 at 9:48

Carried...

________________________
Mayor

________________________
Secretary/Treasurer
MINUTES

Present: Mayor Brenda Broughton
Councillor Scott Ando
Councillor Ron McLaughlin
Councillor Joanne Ronsley
Councillor Fred Bain
Secretary/Treasurer Farouk Zaba
Accounting Clerk Hayley Cook (recorder)

1. Call to Order

Mayor Broughton called the Regular Council Meeting of October 1, 2012 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council approve the Agenda of the Regular Council Meeting of October 1, 2012 with the following additions:
10B Bylaw No. 452

Carried...

3. Public Participation

Gord Prescott of Sea to Sky Crime Stoppers:
Mr. Prescott advised Council of the benefits of Crime Stoppers; one is that it is a conduit for the public to pass on information with anonymity; the other potential aspect is the deterrent factor. The right advertising campaign advising that the public, Municipality and Village are watching will reduce some minor crimes.

Mr. Prescott advised that Squamish, Whistler and maybe Pemberton have bumper stickers on all Municipalities vehicles. Mr. Prescott asked Council to have the same decals mounted on the Village Fleet vehicles. The ad campaign has the potential to reduce crime.
In the last two years, the major campaign was for the case of the missing Squamish teenager, Jodi Henrickson. Here have been no final results but there have been a great deal of valuable tips and they are hopeful for a positive result at some time in the future.

A formal presentation will be put together for Lions Bay.

Secretary-Treasurer Zaba will introduce the idea to Public Works Manager Partridge.

Mr. Prescott advised that it is always better to call the RCMP, but Crime Stoppers is more for after the fact, if you have information and do not want to get involved.

Mr. Prescott made a second public participation:
Mr. Prescott advised Council that after events have been held in the Village Hall, nails are sometimes left in the wall. Mr. Prescott suggested that the ones in the all could end up hurting someone.

Staff are to add to the Rules of Use for the Village Hall; that nails or objects put into the walls of the hall must be removed at the end of an event.

4. Delegations - None

5. Adoption of Minutes
   A. Special Meeting of Council of Monday, June 25th, 2012

Resolution
Moved by Councillor Ronsley
Seconded by Councillor Ando

Resolved that: Council adopt the Minutes of the Special Meeting of Council of June 25th, 2012 as presented.

Carried...

B. Regular Council Meeting of Tuesday, September 18th, 2012

Resolution
Moved by Councillor McLaughlin
Seconded by Councillor Bain

Resolved that: Council adopt the Minutes of the Regular Council Meeting of September 18th, 2012 with the changes presented.

Carried...

6. Business Arising from the Minutes

Public Works have provided the Office with a map of the vegetation at the blind curve on Mountain Avenue. Secretary-Treasurer Zaba has not yet had time to review.
7. Unfinished Business
   A. **Overnight Parking** – Move to October 16 Regular Council Meeting

   B. **Centre Road Water Leak**

   Staff advised Council that they are trying to determine how to shut the water off. Public Works Manager Partridge has been in touch with the chair of the strata as there is a concern regarding the high pressure. Staff will update Council via email.

   Council discussed the issue surrounding blue plastic piping that has been used for water; Public Works Manager Partridge has advised there is not much around the Village.

   C. **Secondary Suites**

   A report showing a comparison between the numbers of suites claimed for the last two year was discussed. More information will be needed at year-end.

   Council and Staff will review to see if the first year can be a benchmark. A significant less amount of suites was reported in 2012.

   D. **Wildfire Risk -Tree Clearance**

   Councillor Bain discussed the Blackwell report that was a report done specifically for Lions Bay and talks about hazard areas. Most of the land in question is Provincial and the report talks about lobbying the Province. The report suggests that a professional should do fuel break plans. In the hazard areas, it is suggested that a corridor is done but in other areas, Mr Blackwell just talks about base trimming and clearing the debris below. Councillor Bain is not sure why the plan was not implemented. The plans that are recommended would have the least negative impact on the Village.

   Councillor Bain is to discuss the Blackwell Report and grant information with Fire Chief Oliver. The educational element to go along with this would be the Fire Smart brochures that the Village is going to send out.

8. **Reports**

   **Resolution**

   Moved by Councillor Ronsley
   Seconded by Councillor McLaughlin

   **Resolved that:** Council received the reports of October 1, 2012. Carried...

   A. **Secretary-Treasurer**

   Council advised that the reports from the Committee of the Whole should be brought forward to the Regular Council Meeting.
Secretary-Treasurer Zaba presented a report showing the Village's expenses year-to-date compared to the budget. There are a number of variances that Secretary-Treasurer Zaba brought to Council’s attention. A number of invoices were processed after the figures were pulled. The figures and estimates are based on the year to date being August 31, 2012.

Secretary-Treasurer Zaba advised that he would be working with Public Works and the Fire Chief in terms of the cost centres.

Reasons for 90% variances were included in the report.

Secretary-Treasurer Zaba has been asked by Council to verify the administration payroll figures.

Council advised that any training done for auto-extrication could be billed to the Province.

Council asked for the wildfire suppression reimbursement schedule. Road rescues will remain on their current schedule for now and a future meeting will occur with John Oakley from Emergency Management BC.

Council discussed the expenses for the sidewalk at the school. The figure in the budget does not include the labour put in by the Public Works crew. Secretary-Treasurer Zaba to look into this.

Secretary-Treasurer Zaba advised that Public Works are under budget on certain projects due to limited activity.

Staff to discover if Pitch-in-Week was included in the 2012 Budget.

In the sewer fund, the 2012 Budget did not include clearing the right-of-way for access or CCTV scoping to inspect the sewer line; these items are potential costs for 2013. Public Works are to follow up with the builders of the Kelvin Grove Sewage Treatment Plant regarding the chimney.

Projects that have not yet been done, such as the Community Centre, will have the expenses deferred until the 2013 Budget.

Council advised that the Fire hall expansion requires more planning. Councillor Bain to discuss with Fire Chief Oliver.

Staff have a meeting with E-Comm. to discuss the radio equipment that the Village needs to purchase.

Council discussed the location of the bus stop at the Community Complex; Staff to discover if there is enough road allowance to move the bus stop around the corner onto Centre Road. If there is, then they are to follow up with TransLink.

Staff to discover if the BC Ambulance parking spots are included in their lease.

The FCM Water Loss Study is yet to be started by Public Works.

Hydrants will be installed later in the year.
Staff advised that $76,000 of invoices were processed after the report.

B. Mayor and Council

Mayor Broughton’s Report – Verbal:

- Met with TransLink; concerned about the property tax vote to take place at the Mayors’ Caucus. Currently, TransLink has 20% in reserves but they are asking for a hike in property taxes
- Met with Jesse Morwood of the Ministry of Transport regarding public art and was advised that art can be displayed
- Target date for the next Federal and Provincial Government Infrastructure funding is the beginning of 2014
- Met with TELUS; their 4G service will be streamed to Lions Bay this week
- ArtScene 2012 was phenomenal
- Met with Shirley Bond; any training that pertains to the Sea to Sky corridor will be paid for by the Province and they will be looking at a new schedule of payment for highway call-outs

Councillor Bain’s Report - Verbal:

There is money in the 2012 Budget to put the screens at the intakes to keep debris out and Public Works have already a hole dug out. Currently 3 crew have to go out there to clean out the area in poor conditions. Public Works are just waiting for authorisation. Council requested a report from Public Works Manager Partridge with a plan and the costs.

Councillor Bain took an EOC class with at North Shore Emergency Management. He advised Council of how valued Mrs. Pollock is there. She has also been successful in sourcing out the Fires Smart brochures free. The Village just needs a plan of how to distribute them. Councillor Bain to follow up on this.

Councillor Ando’s Report – Verbal:

The City of Burnaby has enquired regarding the tennis court surface. Mr. Johnson will be given to the City as a contact that can answer their questions regarding the playing surface. A resident has suggested there is a dead spot but as the surface is a floating surface, it may take time for it to adhere to the ground.

C. Committees

i) Tree Committee – 285 Oceanview Road

A tree is leaning on the bank of the property; the resident has requested that the tree be cut down before it falls. The Tree Committee recommends cutting the tree down.

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

BE IT RESOLVED THAT: the Village of Lions Bay Council does approve the Tree Committee’s recommendation for 285 Oceanview Road to cut the tree and clean up.
9. Resolutions

Resolution to Request the Province to Amend the Recycling Regulation

Moved by Councillor McLaughlin
Seconded by Councillor Bain

BE IT RESOLVED THAT Council request the Province to amend the Recycling Regulation to require that where local governments choose to provide recycling services to stewardship organizations that municipalities be fully compensated for those services.

Discussion:
The Resolution does not actually affect the Village. Council agreed the resolution was benignly positive as it says that Municipalities should be fully compensated.

Carried...

10. Bylaws

A. Bylaw No. 451 – Amendment to Road Closure Bylaw No. 444, 2012 Final Reading

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

BE IT RESOLVED THAT Council adopt Bylaw No. 451 – Amendment to Road Closure Bylaw No. 444, 2012.

Carried...

B. Community Centre Renewal Loan Authorisation Bylaw, 2012 – Bylaw No. 452

Community Centre Renewal Loan Authorization Bylaw 2012

Being a bylaw for the authorization of borrowing for the Community Centre Renewal Project

Whereas, consultation has occurred over the past 2 ½ years in the form of a Questionnaire, the PERC Report and the CEI Report each finding that the Village of Lions Bay residents wish to enhance, upgrade and expand their recreational, cultural and governance building in Lions Bay as best laid out in the PERC Report Vision that emerged through consultation with community leaders and two community-wide meetings:

“Lions Bay Community Centre is the hub of Village activity and community life, and the source of our administrative, recreational and cultural needs. Designed as a signature building or set of buildings, comprised of a multi-purpose hall joined with meeting, program, childcare, educational and office spaces that will fulfill the aspirations of all residents.
The Centre encourages our volunteer tradition, challenges our minds, inspires our artists, nurtures our children, attracts all generations and creates an effective atmosphere for the operation of our Village government. It is where we gather, collaborate and celebrate the goals and values of this life we share in Lions Bay.” [from the PERC Report, Project Vision, 3.1, p.7]; and

Whereas, Lions Bay has a pride, spirit, and cohesion which reflects its village size and separation from metropolitan Vancouver; and

Whereas, the Community Centre Renewal will lead to a safer, energy efficient, accessible, improved electrical and increased desirability for rental; and

Whereas, a community gathering space is desired by the residents of all ages of Lions Bay; and

Whereas, there is an excitement with the renewal and expansion of the Municipal Building to enhance and fulfill community pride goals; and

Whereas, the Village of Lions Bay residential properties dropped in value by 6% in 2011 BC Assessment, as opposed to other Metro areas value increasing, some in double digits; and

Whereas, the current economic environment provides a window of construction cost affordability; and

Whereas, the Community Centre roof replacement contingency, in the amount of $ 200,000 was allocated in the 2012 Provisional Budget, and passed in the Five Year Financial Plan of 2012 – 2016, and can be utilized into the Community Centre Renewal with an exciting design conforming with community goals for multi-purpose spaces; and

Whereas, the Village of Lions Bay has been successful in receiving a Community Recreation Program Grant of $440,343 from the Ministry of Community, Sport and Cultural Development, which requires that the project begin within six months of December, 2011;

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

1. The Council is hereby empowered and authorized to borrow upon the credit of the Municipality, a sum not exceeding $700,000.

2. The purpose of this borrowing is to pay the capital costs of the Community Centre Renewal project, the scope of which is to renovate, renew and expand the existing Community Centre and Municipal Services building.

3. The maximum term of which debentures may be issued to secure the debt created by this bylaw is 20 years.

4. This bylaw may be cited as “Community Centre Renewal, Loan Authorization Bylaw No. 452, 2012.”

Council advised that Staff had recommended to Council that the changes made to the Current Borrowing Bylaw were substantive; therefore, a new Bylaw has been created.
Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

BE IT RESOLVED THAT Council approve the 1st reading of Community Centre Renewal Loan Authorisation Bylaw, 2012 – Bylaw No. 452.

Discussion:
Councillor Ando suggested that the amount being borrowed should be adjusted to accurately reflect the amount needed. He suggested that Council should borrow what they need for Phase 1.

Carried...
Councillor Ando opposed

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Bain

BE IT RESOLVED THAT Council approve the 2nd reading of Community Centre Renewal Loan Authorisation Bylaw, 2012 – Bylaw No. 452.

Carried...
Councillor Ando opposed

Resolution

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

BE IT RESOLVED THAT Council approve the 3rd reading of Community Centre Renewal Loan Authorisation Bylaw, 2012 – Bylaw No. 452.

Carried...
Councillor Ando opposed

Council reviewed and updated the ACTION LIST and passed the updates to Staff:

- Staff have suggested that Tuesdays will work best for Council Meetings. For clarity, the new schedule is to begin in 2013
- Council agreed by consensus. Staff are to prepare changes to the Procedure Bylaw for the next Council Meeting
- Council discussed whether the Village would be liable if it passed a bylaw to prohibit trains from whistling through the Village. Council to research if crossing arms are a requirement. Safety and liability are the key issues

Mayor Broughton added to her report; met with Mayor Walton of the District of North Vancouver.

11. Correspondence
A. List of Correspondence to Friday, September 28th, 2012

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Bain

Resolved that: Council Received Correspondence up to September 28, 2012

Carried...

Outside Correspondence:
Metro Vancouver has sent a letter to CN Rail identifying concerns regarding cliff jumping.

Resident Correspondence:

Resident Letter # 1 re Village Right of Way. Council agreed to allow the resident to go ahead with the landscaping if Public Works Manager Partridge advises that snow ploughing will not be affected and the landscaping is back from any ditching.

Resident Letter # 2 re Bear Bangers. The correspondence will be passed on to Don McDonald of the Ministry of Forests, Land Management and Natural Resources. Council has contacted the chair of the Bear Smart Committee regarding the bear bangers but has not yet had a reply.

Resident Letter #3 re paving of a resident’s driveway. Mayor Broughton advised that her recollection of the issue is that trees were suddenly cut down on the side of the resident’s driveway at a cost of $8,000 to the Village. The resident is now saying that there is an Agreement in place with the Village that the Village will repave the driveway that was damaged due to the trees. It was suggested that any Agreement would be a roadside agreement and that the Village does not pave resident’s driveways.

Council agreed that the area of Bayview under discussion does need to be repaved. Staff to discover if there is an agreement in place with the resident and are to ask the resident for the agreement. A response is to be sent in the next two weeks. Council suggested that the resident should be happy that they received free tree work from the Village.

Resident Letter # 4 re Diving at the Lions Bay Beach Park. Council to respond that there is to be no diving at the Lion Bay Beach Park but the resident is welcome to do the demonstration at the Kelvin Grove Beach Park.

Resident Letter # 5 re lock blocks. Council agreed that they would not be meeting the residents. If the blocks are not moved, the issue may require a letter from legal counsel.

12. New Business

A. Community Centre Renewal
   i) Loan Authorization Timelines/Bylaws
   ii) Public Information Meeting

Item not discussed.
13. **In Camera**

**Resolution**

Moved by Councillor Ronsley  
Seconded by Councillor Bain

**BE IT RESOLVED that:** the Regular Meeting of Monday, October 1st, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the *Community Charter:*  
90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:  
d) the security of the property of the municipality  

Carried...

**Resolution**

Moved by Councillor Bain  
Seconded by Councillor Ronsley

**Resolved that:** Council revert to open meeting.  

Carried...

14. **Item to be Reported Out from the In Camera Meeting:**

The Village has received on October 1, 2012 the “Upper Bayview Road, Debris Flow Hazard and Risk Assessment, Lions Bay –REV.A” through electronic file from BGC Engineering Inc.

If requests are made for the report, it is to be provided.

15. **Adjournment**

**Resolution**

Moved by Councillor Ronsley  
Seconded by Councillor McLaughlin

**Resolved that:** Council adjourn the Regular Council Meeting of October 1, 2012 at 10:10pm.

Carried...

__________________________  
Mayor
REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, OCTOBER 16, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Present:  Mayor Brenda Broughton
      Councillor Scott Ando
      Councillor Fred Bain
      Councillor Ron McLaughlin
      Councillor Joanne Ronsley

Staff:  Secretary-Treasurer Farouk Zaba (recording)

1.  Call to Order

2.  Approval of Agenda

Moved by Councillor McLaughlin
Seconded by Councillor Ronsley

That the Village of Lions Bay Council

a) amend the agenda for its Regular Meeting scheduled for October 16, 2012 by:
   i. adding Resolution for Community Centre Renewal Hazardous Assessment as item 9. C
   ii. adding Process for Rescinding Community Centre Renewal, Phase 2 Loan Authorization Bylaw No.450, 2012 as item 7. G
   iii. adding Land Master Planning as item 7. H
   iv. adding Resolution for Community Centre Construction Management Tendering as item 9. D
   v. adding Lions Bay Fire Rescue report as item 8.D

3.  Public Participation – None

4.  Delegations – None
5. **Adoption of Minutes**

A. Special Meeting of Council, September 20, 2012  
B. Special Meeting of Council, September 26, 2012  
C. Regular Meeting of Council, October 1, 2012  

**Resolution**  
Moved by Councillor Ronsley  
Seconded by Councillor Bain  

**Resolved that:** Council adopt the Minutes of the Special Meeting of Council of September 20, 2012; the Special Meeting of Council of September 26, 2012; and the Regular Meeting of Council of October 1, 2012 as presented.  

**Carried...**  

6. **Business Arising from the Minutes - None**

Secretary-Treasurer Zaba left the room at 7:10 pm  
Secretary-Treasurer Zaba rejoined the room at 7:12 pm  

7. **Unfinished Business**

A. **Parking**

Councillor Ando presented his parking report dated October 11, 2012. Councillor Ando summarized that the report outlines some questions raised with respect to parking policy and that guidance from Council is required to help shape the development of the parking policy.

Discussion ensued about residential parking passes and who is eligible for a pass and the application of parking passes for residents with a secondary suite. Councillor Ronsley reported that the secondary suite committee consisting of Councillor Ronsley, Secretary-Zaba and Peach Akerhielm. Council also discussed the possibility of using a machine to dispense tickets for non-resident parking spots with the funds received used to help fund transportation related projects/programs.

Council agreed to review the report with the goal of providing specific responses to the questions identified in the report. Councillor McLaughlin agreed to coordinate collecting the feedback.

Discussion also ensued about making Seaview resident only parking. Councillor Ando agreed to craft a letter to residents to communicate that Council is reviewing the parking regulations and would like feedback. Councillor Ronsley agreed to help deliver the letter.
B. Bylaw Tickets

Council reviewed the report on Bylaw Ticket Statistics for 2012. Discussion ensued about why there was an increase in uncollected amounts for 2012 as compared to 2011. It was determined that the increase is due the fact that the majority of the tickets for 2012 are awaiting address information from ICBC in order to send a follow up letter.

C. Centre Road Water Leak

Secretary-Treasurer Zaba provided an update on the leak at Centre Road. Public Works is currently undermanned which has made scheduling the repair difficult. Public Works will endeavour to take on the repairs as soon as there is a window of opportunity with the availability of labour.

D. Wildfire Risk - Tree Clearance/Fire Smart Brochures

Councillor Bain outlined that he has a call in with the Ministry of Forests, Land and Natural Resource Operations to obtain more information about what type of resources are available to help the Village look at a tree clearance, fuel management program; Councillor Bain is currently waiting to hear back from the Ministry. Additionally Councillor Bain has spoken with the Fire Chief to coordinate efforts.

E. Train Whistles

Secretary-Zaba outlined that this staff are still researching what process is involved in banning a train whistle and whether the Village would be liable if it did so.

F. Bayview – Paving of Resident’s Driveway

Secretary-Zaba indicated that staff had found some correspondence but do not have any conclusive information as to whether the Village had made any commitments. The issue is still being looked in to.

G. Process for Rescinding Community Centre Renewal, Phase 2 Loan Authorization Bylaw No.4 50, 2012

Council has requested that staff investigate the administrative procedure required to rescind or repeal the two readings of Community Centre Renewal, Phase 2 Loan Authorization Bylaw No.4 50, 2012.

H. Land Master Planning

Council has requested that staff start preparations for Land Master Planning including starting to draft a list of potential planners who might be able to provide the Village with assistance. Council requested that Land Master Planning be added to the agenda of the November 5, 2012 meeting for further discussion.
8. Reports

Resolution:
Moved by Councillor Ronsley
Seconded by Councillor Bain

That Council received the reports of October 16, 2012. Carried...

A. Secretary-Treasurer – No additional items as all updates were covered as part of the previous discussions

B. Mayor and Council

Mayor Broughton reported on her meeting with John Weston, MP and the discussion surrounding the Village’s application for a grant from Western Economic Diversification Canada and his recommendation to send a follow-up letter to Minister Lynne Yellich who’s Ministry would be responsible for approving the grant application.

Councillor Ronsley reported that she had spoken with her contacts at the District of West Vancouver to obtain information on how they administer their secondary suites bylaw and how they deal with non-compliance. Councillor Ronsley indicated that one of the main focuses from West Vancouver is to ensure compliance with the BC Building Code.

Councillor Ronsley also reported that there were issues related to parking in the cul-de-sac at Timbertop and there are concerns that if vehicles park at an angle the fire trucks do not have enough room to turnaround. Councillor Ando indicated that the Public Works is planning to place signage in all of the cul-de-sacs to outline the parking rules. Secretary-Zaba suggested that until the time that the Village should issue warning tickets to communicate to the residents that parking at an angle is not-allowed.

Council also discussed starting to plan for organic waste pickup as part of Metro Vancouver’s change to solid waste management in 2015 and examining the impact to the Bear Smart program.

C. Committees

  i) ESS – Minutes of Tuesday, September 25, 2012

D. Lions Bay Fire Rescue
9. Resolutions

A. Resolution to Appoint Banking Signatories

Council enquired as to whether the wording was appropriately reflected as the Accounting Clerk did not appear to be an Officer or Director. Secretary-Treasurer Zaba provided clarification to council that you can have a signatory who is not an Officer or Director.

WHEREAS the current “Certificate – Officers, Directors & Signing Authorities” document lodged with Scotiabank needs to be updated to reflect current Council members and Office Staff.

THEREFORE IT IS RESOLVED that a new Scotiabank “Certificate – Officers, Directors & Signing Authorities” form be submitted to Scotiabank containing the following information:-

Officers of the Company
Farouk Zaba, Secretary-Treasurer
Brenda Broughton, Mayor

Directors of the Company
Brenda Broughton - Mayor
Scott Ando – Councillor
Fred Bain – Councillor
Ron McLaughlin – Councillor
Joanne Ronsley – Councillor

FURTHER the Council of the Village of Lions Bay does approve the signing authorities for the Village of Lions Bay to give instructions, verifications and approvals on behalf of the Village of Lions Bay, as being any two signatures: Secretary-Treasurer Farouk Zaba or Hayley Cook, Accounting Clerk, and any one of the Directors of the Company as above.

Moved by Councillor Ronsley
Seconded by Councillor Bain

Carried...

B. Resolution to Recognize October as Foster Family Month

WHEREAS for over twenty years, British Columbia has declared October as Foster Family Month in order to recognize and celebrate the dedication, hard work and remarkable contributions of foster families

THEREFORE IT IS RESOLVED that the Village of Lions Bay Council declare the month of October Foster Family Month

Moved by Councillor Ronsley
Seconded by Councillor Ando

Carried...
C. Resolution for Community Centre Renewal Hazardous Assessment

WHEREAS the Community Centre design process requires information regarding a survey of hazardous materials to complete the detailed tendering, and;

WHEREAS two quotes have come forward from Hazmat Assessment Companies

THEREFORE BE IT RESOLVED that the Village of Lions Bay Council select, as discussed in the Committee of the Whole Meeting of October 16, 2012, Coast Mountain Environmental at a total cost including HST of $2,744.

Moved by Councillor Bain
Seconded by Councillor McLaughlin

Carried...

D. Resolution for Community Centre Construction Management Tendering

WHEREAS the Village of Lions Bay Council has requested from the Community Centre Renewal Project Manager, Millenia Architecture Corp, a recommendation on what process to use for tendering the construction of the project, and;

WHEREAS at the October 16, 2012 Committee of the Whole Meeting the Community Centre Renewal Project Manager presented a recommendation that Council tender a construction management contract

THEREFORE BE IT RESOLVED that the Village of Lions Bay Council select for the Community Centre Renewal Project preparation of issuance of tendering documents, the construction management contract model for tendering.

Moved by Councillor Bain
Seconded by Councillor McLaughlin

Carried...

10. Bylaws - None

11. Correspondence

E. List of Correspondence to Friday, October 12, 2012

Resolution:
Moved by Councillor Ronsley
Seconded by Councillor Bain

That Council received the reports of October 16, 2012.

Carried...
Council discussed the notice that Greyhound will be reducing their daily bus service to Whistler from 6 to 4 times per day and that the Greyhound service can actually make stops in Lions Bay.

12. New Business

A. Community Centre Renewal
   i) Loan authorization process

   Secretary-Treasurer Zaba provided an update that the Municipal Finance Authority has posted the application deadline as February 13, 2013 for the spring 2013 series of borrowing. Metro Vancouver has not released their dates, but the Board meeting to approve the loan process will likely be the last meeting in January.

   ii) Tender Preparation progress

   Council reported that the Community Centre Renewal Project Manager is in the process of preparing the detailed construction drawings in preparation for tender. The current plan is to have the oversight committee perform a detailed review of the drawings prior to Monday, October the 22, 2012 at which point the documents will be issued for tender.

13. In Camera

   Resolution:
   Moved by Councillor Bain
   Seconded by Councillor Ronson

   That the Regular Meeting of Tuesday, October 16, 2012 does close this meeting to the public on the basis of matters to be considered under the following section of the Community Charter:

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

   Carried...

   Council moved the meeting in camera at 8:28 pm
   Council reverted back to the public at 8:46 pm

14. Adjournment

   Resolution:
   Moved by Councillor Ronson
   Seconded by Councillor McLaughlin

   That Council adjourn the Regular Council Meeting of October 16, 2012 at 8:47pm.

   Carried...
MINUTES

Present: Mayor Brenda Broughton
        Councillor Scott Ando
        Councillor Fred Bain
        Councillor Ron McLaughlin
        Councillor Joanne Ronsley

Staff: Secretary-Treasurer Farouk Zaba (recording)

1. Call to Order

Mayor Broughton called the Committee of the Whole Meeting to order at 7:00pm.

2. Approval of Agenda

Moved by Councilor Ronsley
Seconded by Councilor McLaughlin

That the Village of Lions Bay Council

a) Amend the agenda for its Regular meeting scheduled for November 5, 2012 by:
   i. Combining items 10 C. — Confirmation of Date of December Council Meetings and
      10 D. — Potential presentation by John Weston, MP December 18th and 10 E. “The
      Environment is the Economy” PowerPoint Presentation by John Weston as one
      item 10 C.
   ii. Renumber 10 F. North Shore Area Transit Plan as 10 D.
   iii. Add Land master planning and regional context statement as item 10 E.
   iv. Add Meeting date with West Vancouver School Board as item 10 F.
   v. Add Reporting on the budget from the November 5, 2012 Committee of the
      Whole Meeting as item 10G.
   vi. Remove item 5 A. Upper Bayview Road – Ministry of Forests, Lands & Natural
       Resource Operations and renumber the subsequent items.
3. Public Participation

A. Ms. Carole Conlin addressed Council with questions about PERC report which was referenced in Oct 3, 2012 public meeting in the PowerPoint presentation as well as sighted in the loan authorization Bylaw 452.

1) When and how was the withdrawal of support given to Council by the potential major donor?
2) Was there a public notice of the withdrawal, if there was a public notice, when and where did this public notice take place?
3) When after the potential major donor withdrew, was the decision made by Council to proceed with the project and use the residents responses which were originally made based on the involvement of a potential donor.

Mayor Broughton responded that no public notice was provided as it was not Council’s intention to have the PERC report include information about a potential major donor. Council is trying to move ahead in a responsible manner without making further reference to any possible donations. The Mayor acknowledged the confusion this might cause and apologized for the ambiguity.

B. Another resident asked questions about the water system and the boil water advisories.

1) What is council prepared to do with the Village Water Supply? Re
2) When they upgraded the water treatment plant did they put other filters at the intakes?
3) Are the water intakes separate or combined?

Mayor Broughton responded the Magnesia and Harvey systems are separate but can be connected via opening of valves.

4) What are the conditions that lead to turbidity in the water

Mayor Broughton responded that there was a high stream flow warning which was extremely unusual. In a circumstance where turbidity is detected with sufficient warning, the Public Works crew is able to shut down the water intake and prevent the water system from exceeding acceptable levels of turbidity. In this situation a conservation notice would be issued as the water supply would be based strictly on the volume of water contained in the reservoir.

Secretary-Treasurer Zaba outlined the general process for when boil water advisories occur. The water treatment plants have sensors that are able to monitor turbidity levels. With the stream flow, the turbidity spiked rapidly which prevented the Public Works crew from shutting down the intakes prior to the turbidity levels rising above acceptable standards. As a result, under the applicable health regulations a boil water advisory is issued. Prior to being able to lift the boil water advisory three consecutive days of test are performed on the water system and the results have to come back in the clear.

Secretary-Treasurer Zaba also advised that there is no filtration system at the intakes as the decision was made to use a multi-barrier UV/Chlorination system. The intakes do have screens
but their purpose is to remove rocks, pine needles and other forms of debris as opposed to filtering out any types of micro-organisms or bacteria.

4. Delegations

A. Ruth Simons presented her letter dated November 1, 2012 regarding the Village of Lions Bay supporting a Howe Sound Coalition aimed at creating a Comprehensive Management plan. Ms. Simons had also outlined her support for phase 1 and hoped phase 2 would go ahead on the basis that there would be cost savings. She outlined that the community would appreciate understanding more information about how the cost savings would come about.

Councillor McLaughlin discussed that the oversight committee had estimated potential savings of $75,000 if doing Phase 1 and 2 concurrently. The main factors driving the efficiencies would be the savings of not having to move the municipal office twice, avoiding the staging and setup costs for multiple construction projects and minimizing the disruption to staff time.

Councillor Ronsley outlined that the Council is still gathering the information and trying to articulate the details of the plan in order prepare a proper tender.

Mayor Broughton thanked Ms. Simons for her letter and outlined that it will be discussed under new business.

5. Unfinished Business

6. Reports

Moved by Councilor Ando  
Seconded by Councilor Bain

That Council received the reports of November 5, 2012. Carried...

A. Secretary-Treasurer

Secretary-Treasurer Zaba provided a verbal report updating Council of the following:

- The Public Works Operator 1 vacancies have been posted. The selection committee will be Secretary-Treasurer Zaba, Public Works Manager Partridge, Mayor Broughton and Councillor Ronsley.
- The inside workers have voted unanimously to join CUPE local 389. There is currently no confirmed date for the next round of collective bargaining, but the timeframe is likely end of the year or early next year. Until the bargaining is completed, no changes to policies or pay can be made.
- Public Works is planning to repair the Centre Road leak pending weather conditions and manpower
- Public Works is also preparing a timeline for when the works in Upper Kelvin Grove can be completed. Public Works in awaiting the report from Horizon.
The Village will proceed with enforcement of structures and items stored on municipal property.
Research for the Kelvin Grove Park renewal and the Lions Bay Beach park septic renewal has been put on hold until there is a sufficient time to perform adequate research on the costs.

B. Mayor and Council

Mayor Broughton reported on her visit to John Weston MP’s function the previous weekend and the presentation about the environment and the economy. Discussion ensued about funding from the Province for Fire Rescue training related to road rescue as well as the payment schedule for responses.

Councillor Bain summarized his visit to the North Shore Emergency Management Office. Secretary-Treasurer Zaba outlined that Emergency Management BC is willing to put together a workshop for Staff and Council to go over the Village’s emergency management plan.

C. Committees

i) Tree Committee Recommendation – 75 Seaview Place

Council reviewed the recommendations of the Tree Committee.

7. Resolutions

A. Resolution to amend the Visa signing authority for the Desjardins corporate credit card for the purchase of items from Staples Inc.;

Whereas the Village of Lions Bay has a credit agreement with Fédération des caisses Desjardins du Québec (“FCDQ”) for the issuance of a VISA Desjardins Corporate credit card for the purchase of items from Staples Inc.;

And Whereas this agreement needs to be updated to reflect recent staff changes;

Therefore, it is resolved that the Village of Lions Bay Council amends the list of representatives authorized to sign for and on behalf of the Village of Lions Bay under the FCDQ agreement to:

- Farouk Zaba – Secretary-Treasurer
- Susan Loutet – Administrative Assistant
- Hayley Cook – Accounts Payable Clerk

And that the Secretary-Treasurer is hereby designated as the Primary Administrator of the VISA Desjardins Corporate credit card program.

Moved by Councillor Ando
Seconded by Councillor Ronsley

Carried...
B. Resolution to Withdraw Bylaw 450 – Community Centre – Phase 2 – Borrowing Bylaw, 2012

Whereas bylaw 450 “Community Centre – Phase 2 – Borrowing Bylaw, 2012” received first and second readings before being replaced by Bylaw 452 “Community Centre Renewal – Loan Authorization Bylaw, 2012.

Therefore it is resolved that Bylaw 450 is withdrawn.

Moved by Councillor Bain
Seconded by Councillor Ronsley

Carried...

8. Bylaws
A. None

9. Correspondence
D. List of Correspondence to Friday, November 2, 2012

Moved by Councillor Bain
Seconded by Councillor Ando

That Council received correspondence up to November 5, 2012

Carried...

i) Review of the letter from the Ministry of Environment re: Inspection of landfill related Waste Management Permit PR-02059

ii) Council Bain brought up the Letter from the Ministry of Justice re: Emergency Response for the Oct 27 earthquake. Discussion about the requirement for local governments to perform a hazard risk and analysis system for their community. As part of the discussion Council also discussed the impact a natural disaster would have on infrastructure and the need to do an assessment of what hazard risk might be posed as a result of the infrastructure.

Secretary-Treasurer outlined that the Village may already have some of the hazard assessment performed as part of the Village’s Emergency Response & Recovery Plan. Mayor Broughton confirmed that the Emergency Response & Recovery Plan.

iii) Review letter from Karl Buhr asking the Village whether the Village’s right of way is still required, and if not, can it be removed. Council has requested staff to prepare a report detailing the history of the right of way.

iv) Review of the letter from Ruth Simons requesting that Council support the resolution contained within.

Resolution
Moved by Councillor Ronsley
Seconded by Councillor Ando

Whereas the Village of Lions Bay has a long legacy for taking a leadership role in speaking out against harmful heavy industry in Howe Sound. And;

Whereas over the years there has been a call for a comprehensive management plan for Howe Sound that will preserve and protect Howe Sound for future generations.

Therefore be it resolved that the Village of Lions Bay support the concept of developing a Comprehensive Howe Sound Management Plan;

And that the Village of Lions Bay support and participate in a forum where all stakeholders are invited to participate, organized by the Future of Howe Sound Society in the Spring of 2013;

And that the Village of Lions Bay is a willing participant in the coalition that unites like-minded organizations to provide stewardship to preserve and protect Howe Sound and opposes direct threats to its ongoing recovery.

Carried...

v) Review of letter from Ron William enquiring about whether the 107 eligible voters represent households or persons. The criteria for who is able to sign the Alternate Approval Process form is governed by the Local Government Act. For residents of Lions Bay it is one per eligible voters, for the non-resident property owners of Lions Bay it is one per household.

Discussion ensued about what extent the Village should communicate the Alternate Approval Process to residents. Although the Village has issued a notice in the North Shore News, provided notice via EPOST, posted the notice on the website, issued a copy of the notice through the village update and on Lionsbay.net is there a further ethical requirement to send a letter to the residents.

Council discussed that the Alternate Approval Process is discriminatory in who is eligible to sign the Elector Response Form. Council also discussed whether notice should be provided to homeowners who reside out of Country to notify them of the Alternative Approval Process.

It was discussed that rules for eligibility are Province LLegislated. Council also felt that the notification efforts made by the Village to date were sufficient and there was no need to mail out letters.

10. New Business
   A. Upper Bayview – Ministry Update
LIDAR has been done by the Ministry for all of Lions Bay. The information is being analyzed by the geo scientists as part of phase II of the hazard assessment. The Village will circulate an information update to the members of the consultation zone on a monthly basis and will adjust as necessary. The Ministry has additional information that they intend to pass on to the Village. Once this information is received staff will circulate to the members of the consultation zone. Council also discussed educating residents about how to recognize signs for recognizing potential landslide hazards using information posted on the District of North Vancouver website.

B. Defibrillator for Community Centre

Council reported out from the Committee of the whole Meeting from November 5, 2012. Staff are to look into repurposing JEPP funding to assist with the purchase of a defibrillator.

C. Confirmation of Date of December Council Meetings, Potential Presentation by John Weston, MP — December 18th, “The Environment is the Economy” — PowerPoint Presentation by John Weston to Elected Officials, Saturday, October 27, 2012

Council confirmed that John Weston

D. North Shore Area Transit Plan

Council reviewed the final summary report of the North Shore Area Transit Plan. Mayor Broughton indicated that the Sea-to-Sky corridor had voted in accordance with Lions Bay that there be no decreases to the level of service.

E. Land Master Planning and Regional Context Statement.

The regional context statement must be completed by July 2013; this should be done in conjunction with Land Master Planning. Mayor Broughton is to meet with staff to start to draft an RFQ for a consultant to assist with land master planning.

F. Meeting Date With West Vancouver School Board

Council and Secretary-Treasurer Zaba will have a joint meeting with the District of West Vancouver School Board. Secretary-Treasurer Zaba will confirm the timing.

G. Reporting Budget Preparation from the Committee of the Whole Meeting from November 5, 2012

Secretary-Treasurer Zaba continued to present a draft template of the operating budget format. The intention of this new format is to provide additional transparency and clarity to the public about the budget process. Council asked to see how the capital budget would be presented and how both the operating and capital budget would roll
up in to the five year financial plan. Staff was instructed to bring back an example for the next Committee of the Whole budget meeting on November 20, 2012.

Council discussed when the Budget and Finance Committee should start to review the budget. It was decided that the Committee should start the process in late November and meet as frequently as every ten days with the goal of finishing towards Christmas time.

Council also discussed the impact of the changes coming up in the next few years with respect to the separation of organic waste and how it would impact the Bear Smart Program.

11. Adjournment

Resolution

Moved by Councillor Ronsley
Seconded by Councillor McLaughlin

Resolved that: Council adjourn the Regular Council Meeting of November 5, 2012 at 9:41pm. Carried...

__________________________________________
Mayor

__________________________________________
Secretary-Treasurer
THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, NOVEMBER 20, 2012 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

PRESENT: Mayor Brenda Broughton
          Councillor Scott Ando
          Councillor Fred Bain
          Councillor Ron McLaughlin
          Councillor Joanne Ronsley
          Secretary/Treasurer Farouk Zaba
          Carol Lee, Raincoast Ventures Ltd., Recording Secretary

1. CALL TO ORDER

   Mayor Broughton called the Regular Council Meeting of November 20, 2012 to order at 7:00 pm.

2. APPROVAL OF AGENDA

   Moved by: Councillor Ronsley
   Seconded by: Councillor Ando

   BE IT RESOLVED THAT Council approve the Agenda of the Regular Council Meeting of November 20, 2012.

   CARRIED

3. PUBLIC PARTICIPATION

   A. Louis K. Peterson

   Dr. Peterson distributed a document containing his presentation to Council, which is on file with the agenda material for the meeting. Dr. Peterson expressed concern with the Loan Authorization Bylaw and noted that the proposal to borrow $700,000 to finance the expanded scope of the community centre renewal project will create uncertainties in the future financial obligations of the Village of Lions Bay. Dr. Peterson advised that he has signed the Alternative Approval Process Form to register his objection to the borrowing and encouraged all residents and Council to be financially prudent at this time.
B. John Shilling
Mr. Shilling requested that the Council develop a long-term infrastructure plan, including a financial plan, prior to proceeding with any work on upgrading the community centre. Mr. Shilling expressed the opinion that the community centre upgrade is of a lesser priority than the need to repair failing infrastructure such as water and sewer lines. Mr. Shilling suggested that all residents must have an opportunity to vote on the plans to upgrade the community centre. He noted that, in speaking with residents, it appears that a majority of the residents were not aware of the vote to approve the long-term borrowing to fund the community centre renewal.

C. Rob Dunlop
Mr. Dunlop posed the following questions and requested a written response from Council when the information is available:
- The justification for an elevator to be included as part of the community centre renewal?
- Cost of installation, service and maintenance for an elevator?
- Cost of constructing a low-rise stairway outfitted with a chair elevation system as an alternative to an elevator?
- The number of residents that are unable to access municipal services as a result of a lack of an elevator?

Mr. Dunlop expressed the opinion that the replacement of water lines is a greater priority than renewal of a community centre particularly given the recent episodes of prolonged boil water advisories and severe water shortages.

D. Lisa Turpin
Ms. Turpin expressed support for Phase 1 of the Community Centre renewal project. Ms. Turpin believes that Council can be trusted to make the correct decisions and to take advantage of the opportunity afforded by the Loan Authorization Bylaw to make appropriate infrastructure improvements.

4. ADOPTION OF MINUTES
A. Regular Council Meeting – October 16, 2012
Moved by: Councillor Ronsley
Seconded by: Councillor McLaughlin

BE IT RESOLVED THAT Council tabled the Minutes of the Regular Meeting of Council of October 16, 2012 until the December 3, 2012 meeting.

CARRIED
B. Regular Council Meeting – November 5, 2012
Moved by: Councillor Ando
Seconded by: Councillor McLaughlin

**BE IT RESOLVED THAT** Council adopt the Minutes of the Regular Meeting of Council of November 5, 2012 with the following amendment:
* Adding “donor” to the end of the last sentence of Item 3A, sub-item 3).

CARRIED

5. DELEGATIONS

A. Infrastructure Planning and Expenditure – Jim Hughes, Ian Mackie and Ron Wilke
Mr. Hughes distributed a document containing the views of the delegation, which is on file with the agenda material for the meeting. Mr. Hughes expressed the delegation’s opinion regarding the finances and priorities of the Village of Lions Bay including expectations and questions of Council regarding infrastructure planning and expenditures. The delegation supports the application for federal funding to cover 80% of the cost of the renovation of the community centre including seismic upgrading, an outdoor plaza and roof repairs. However, there is no evidence that the expansion of the scope of the community centre renewal project, requiring the additional borrowing of $700,000, is warranted.

There are two questions contained in the report and Mr. Hughes requested that Council provide and post written responses to the questions on the Village of Lions Bay website within one week.

Mr. Mackie concurred with Mr. Shilling’s comments regarding the priority to be given to replacing failing infrastructure ahead of the need for the community centre renewal. Mr. Mackie noted that the property taxes rates in Lions Bay are similar to those in Vancouver and half of West Vancouver rates. Mr. Mackie expressed concerned with the impact of additional borrowing on future property tax rates.

6. UNFINISHED BUSINESS

A. Community Centre Renewal
Mayor Broughton thanked Councillor Ando for the preparation of the memorandum and noted that it includes personal opinions that may call the professional reputation of some individuals into question. Mayor Broughton suggested that the memorandum not be accepted as an official Council document at this time and that Councillor Ando provide a verbal report.
Moved by: Councillor Ronsley
Seconded by: Councillor Ando

BE IT RESOLVED THAT Council request Secretary/Treasurer Farouk Zaba to review the Freedom of Information and Protection of Privacy Act and the Community Charter regarding the acceptability of having Councillor Ando’s memorandum of November 15, 2012 in the public domain whereby personal opinions may be interpreted as fact and to take the necessary action to edit the memorandum to remove personal opinions prior to including the memorandum in the official municipal records.

CARRIED

Councillor Ando reviewed the rationale for his recommendation to halt the design and technical assessment of Phase 2 of the Community Centre Renewal Project. The co-mingling of Phases 1 and 2 will create issues if the decision is made not to proceed with Phase 2. In addition, many of the Phase 2 remediation issues that have been identified can be addressed at a significant lower cost and could be funded without the necessity for the $700,000 long-term borrowing. Councillor Ando expressed the opinion that the Phase 1 improvements will extend the life of the building for 15 to 20 years, during which time the Village of Lions Bay can save the funds required to build a replacement for the civic centre.

Mayor Broughton noted the opportunity currently exists for both low cost borrowing and senior government funding for the Community Centre Renewal Project. Mayor Broughton suggested that the proposed resolution interferes with the democratic process as Council has already made the decision to proceed with Phases 1 and 2 and this would abridge the process. The proposed resolution would have been more appropriately presented during the debate on the expansion of the scope of the Community Centre Renewal Project.

Extensive discussion ensued during which the following comments and opinions were offered:

- The proposed resolution does not interfere with the democratic or tendering processes;
- There is limited use of the community Village Office buy residents and it was commented that there is little support for the Phase 2 renewal;
- The information is not available at this time to proceed with Phase 2;
- Suggestion that Phase 2 be paused until the preparation of Phase 1 drawings and procurement are completed;
- The Council is fiscally conservative and responsible;
- Need to proceed cautiously given the lack of definitive information on Phase 2;
• Need to determine if passing the motion would jeopardize the community infrastructure grant application and the impact to the project schedule;
• Require guidance to be provided to the Oversight Committee if Phase 2 is halted;
• There is limited use of the community centre by residents and there is little support for the renewal;
• The professional recommendation is that Phase 1 and 2 should be undertaken together because of the discoveries in building deficiencies made during Phase 1; and
• The seismic upgrading of the building cannot be deferred.

Moved by: Councillor Ando
Seconded by: Councillor Bain

WHEREAS at the Regular Meeting of Council on July 17 2012 and the Special Meeting of Council on August 7, 2012, Council approved the design and cost analysis for Phase 2 of the Community Centre Renewal Project; and

WHEREAS the memorandum dated November 15, 2012 prepared by Councillor Ando outlines that, despite approving the design and cost analysis for Phase 2, Council direction to have a coherent separation between Phase 1 tender documents and Phase 1 and 2 tender documents is not being adhered to: and

WHEREAS the memorandum dated November 15, 2012 prepared by Councillor Ando also recommends that Council focus its attention back to completing Phase 1.

THEREFORE BE IT RESOLVED THAT the Village of Lions Bay Council stop the design and technical assessment of Phase 2, so that the design and technical assessment of Phase 1 can be focused on and completed.

Defer Consideration of the Motion
Moved by: Councillor Ronsley
Seconded by: Councillor McLaughlin

BE IT RESOLVED THAT consideration of the motion be deferred to the December 18, 2012 Regular Council meeting.

CARRIED
Councillor Ando Opposed

B. Land Master Planning Draft RFQ
Mayor Broughton reported that she and Secretary/Treasurer Zaba are preparing a RFQ for consulting services to develop a Land Master Plan. It is anticipated that the draft RFQ will be provided to Council for review and comment in January 2013 for finalization by spring 2013.
C. Budget 2013 Update
Mayor Broughton thanked Secretary/Treasurer Zaba for his efforts in developing the 2013 budget to facilitate future financial reporting in accordance with the new Public Sector Accounting Board (PSAB) guidelines.

Secretary/Treasurer Zaba advised that the 2013 budgeting process is underway. Changes are being made to improve the budgeting and financial reporting processes, which will be more consistent with those utilized at larger municipalities. Historically, a number of adjustments made in the financial reporting process were made at the end of the reporting period. It is hoped that, with the new processes in place, these adjustments will be made earlier to allow for a more accurate forecast of the year-end financial position. The preliminary budget will be provided for review at the December 18, 2012 Regular Council meeting.

Moved by: Councillor Ronsley
Seconded by: Councillor Bain

BE IT RESOLVED THAT Council received the reports of November 20, 2012.

CARRIED

7. REPORTS

A. Chief Administrative Officer
No report provided.

B. Mayor and Council
• Mayor Broughton
  Mayor Broughton referred to the RCMP report and the Council Portfolio update provided in the agenda material and highlighted:
  − Status of the Community Infrastructure Improvement Grant application;
  − Activities of the Emergency Planning Committee; and
  − Meeting with the Future of Howe Sound Society to discuss opposition to the proposed Burnco aggregate mine at McNab Creek.

• Councillor Ronsley
  Councillor Ronsley reviewed the Information Report to Council, dated November 20, 2012, that was provided in the agenda material.

C. Tree Committee
• 75 Seaview Place
  Councillor McLaughlin reviewed the recommendation of the Tree Committee with respect to the application of the residents of 75 Seaview Place.
Moved by: Councillor McLaughlin
Seconded by: Councillor Ando

**BE IT RESOVERD THAT** Council approves the recommendation of the Tree Committee for the application particular to 75 Seaview Place.

CARRIED

- **110 Mountain Drive**
Councillor McLaughlin reviewed the recommendation of the Tree Committee with respect to the application of the residents of 110 Mountain Drive.

Moved by: Councillor McLaughlin
Seconded by: Councillor Ronsley

**BE IT RESOLVED THAT** Council approves the recommendation of the Tree Committee for the application particular to 110 Mountain Drive.

CARRIED

Moved by: Councillor Ronsley
Seconded by: Councillor Ando

**BE IT RESOLVED THAT** Council received the reports of November 20, 2012.

CARRIED

8. **RESOLUTIONS**

A. **Opposition to Burnco Mine Project**
Mayor Broughton reported that she has consulted with Metro Vancouver staff, who have recommended that additional information be provided to support the Village of Lions Bay’s opposition to the Burnco Mine. Council agreed with Mayor Broughton’s suggestion to defer consideration of this item until staff has had an opportunity to work with the Future of Howe Sound Society to develop the information to be included in the correspondence to Metro Vancouver.

9. **BYLAWS**
None presented.

10. **CORRESPONDENCE**

A. **List of Correspondence to Friday, November 14, 2012**
Moved by: Councillor Ronsley
Seconded by: Councillor Ando

**BE IT RESOLVED THAT** Council received the correspondence up to November 14, 2012.

CARRIED
Council provided direction to staff regarding responses to resident correspondence.

11. NEW BUSINESS

A. CN Passing Track at Brunswick – Rail Car Parking
Mayor Broughton advised that a complaint has been received that the passing track is being used to warehouse railcars, which is not the intended purpose. Staff was requested to send a letter to CN to request that this practice be stopped.

Moved by: Councillor Ronsley
Seconded by: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay formally communicate to CN Rail that it does not support rail car parking on the CN passing track at Brunswick in the municipality of the Village of Lions Bay.

CARRIED

12. ADJOURNMENT

Moved by: Councillor Ronsley
Seconded by: Councillor Bains

BE IT RESOLVED THAT Council adjourn the Regular Council Meeting of November 20, 2012 at 9:30 p.m.

CARRIED
PRESENTE: Mayor Brenda Broughton  
Councillor Scott Ando  
Councillor Fred Bain  
Councillor Ron McLaughlin  
Councillor Joanne Ronsley  
Secretary/Treasurer Farouk Zaba  
Carol Lee, Raincoast Ventures Ltd., Recording Secretary

1. **CALL TO ORDER**
   
   Mayor Broughton called the Regular Council Meeting of December 3, 2012 to order at 7:00 p.m.

2. **APPROVAL OF AGENDA**
   
   Moved by: Councillor Ronsley  
   Seconded by: Councillor Bain

   **BE IT RESOLVED THAT** the Village of Lions Bay Council approve the Agenda of the Regular Council Meeting of December 3, 2012 with the following additions:
   
   - Item 7A – Response to questions raised by the delegation at the November 20, 2012 Regular Council Meeting;
   - Item 10B – Resolution regarding Automated Electronic Defibrillator; and
   - Item 10C – Resolution regarding PCL.

   **CARRIED**

3. **MAYOR’S ANNUAL ADDRESS**
   
   Mayor Broughton delivered the annual address, a copy of which is retained with the agenda material for the meeting. The 2012 – 2014 Council continues to commit to:
   
   - Fiscal responsibility in budget planning and implementation;
   - Developing best practices in tendering and procurement protocol;
   - Infrastructure project assessment, planning and prioritization;
   - Adoption of best practices in Village policies and procedures;
• Land Master Planning;
• Community Centre renewal;
• Team building;
• Emergency services integration; and
• Communication to facilitate interaction and dialogue with the Lions Bay community.

Mayor Broughton announced the Council portfolios for 2013, which have been designed to meet the community’s needs in combination with the interests of each Council member. Acting Mayor assignments for 2013 were also announced.

Mayor Broughton stated that she looks forward to continuing to work with a very talented Council, Staff and Community, together, as a team to enhance Village services and the vibrant community spirit.

4. PUBLIC PARTICIPATION

A. Rob Dunlop

Mr. Dunlop expressed concern about the cost of including a proposed elevator in the community centre renewal project. A quotation from Otis for a small to average size is in the range of $70,000 to $80,000 in addition to specialized power and construction costs. The total capital cost would likely be close to $125,000. The annual inspection and annual service contracts would amount to approximately $2,500 in maintenance costs. This is a significant expense for a municipality of this size and must be weighed against the number of people who would use it. There are other lower cost alternatives that could fulfill the needs of the Village.

Mr. Dunlop noted that the residents were advised that 9” of rainwater had accumulated on the roof, which posed a safety hazard, necessitating its urgent replacement. His visual inspections have shown that this is impossible. There may be 2” of water in the low areas of the roof and the raised portion of the two-level roof over the hall appears to have some standing water. Mr. Dunlop believes that further investigation is required to determine if the urgency of replacing the roof has been overstated and other options should be considered.

Mayor Broughton responded to the issues raised by Mr. Dunlop regarding the cost of the elevator. In addition, during her recent visual examination, a pool of water was observed to be standing on the roof, the depth of which could not be verified.

5. DELEGATIONS

A. Audited Financial Statements – Eileen Wilke

Ms. Wilke distributed a document containing her remarks, a copy of which is retained with the agenda material for the meeting. Ms. Wilke expressed concern with the article written by Councillor McLaughlin and published in the Lions Bay Community News in the fall of 2012 regarding the lack of current financial
information provided to Council. The Council has made numerous decisions during the past year that have financial implications without the requisite financial statements. Ms. Wilke questioned the priority being placed on the community centre renewal when there are road and water infrastructure problems that required urgent attention. Ms. Wilke also expressed concern with the treatment of the amortization and interest expenses and the community centre renewal loan repayment in the five-year financial plan.

Ms. Wilke raised three questions and requested that responses be posted on the Village of Lions Bay website:
1. Did the rock scaling project cost $1 million? If not, what exactly was the $1,000,000 spent on?
2. Is Council trying to wait until next year to fix these broken pipes so our financials don’t look any worse in 2012?
3. How much and how many of the $4.4 million General Capital Projects required from 2012 to 2015 items have we completed in this 2012 fiscal year?

Mayor Broughton provided preliminary responses to the questions raised and undertook to provide detailed responses.

6. ADOPTION OF MINUTES

A. Regular Council Meeting – October 16, 2012
Moved by: Councillor Bain
Seconded by: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council adopt the Minutes of the Regular Meeting of Council of October 16, 2012 as presented.

CARRIED

B. Regular Council Meeting – November 5, 2012
Moved by: Councillor McLaughlin
Seconded by: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council adopt the Minutes of the Regular Meeting of Council of November 5, 2012 with the following amendments:
- Page 1, Paragraph 1 of Item 1 – replace the sentence with “Mayor Broughton called the Regular Council Meeting...”;
- Page 2, Item 3B 1) – delete the word “Re” from the end of the sentence; and

CARRIED

C. Regular Council Meeting – November 20, 2012
Moved by: Councillor Bain
Seconded by: Councillor Ando

BE IT RESOLVED THAT the Village of Lions Bay Council adopt the Minutes of the Regular Meeting of Council of October 16, 2012 with the following amendments:
7. BUSINESS ARISING FROM THE MINUTES

A. Response to Questions Raised by the Delegation at the November 20, 2012 Regular Council Meeting

Secretary/Treasurer advised that he has drafted a response to the questions raised by the delegation of Jim Hughes, Ian Mackie and Ron Wilke at the November 20, 2012 meeting for Council’s review.

Mayor Broughton expressed agreement with the issues with infrastructure financing articulated in Councillor McLaughlin’s article published in the Lions Bay Community News in fall 2012. Council noted that there has been significant improvement in the financial information provided to Council since the arrival of Secretary/Treasurer Zaba. There were difficulties obtaining the level of financial information requested during the last Council term. However, Council is optimistic that the concerns are being addressed and in the near future, Council and residents will be provided with improved financial information.

Moved by: Councillor Ronsley
Seconded by: Councillor Ando

BE IT RESOLVED THAT the Village of Lions Bay Council authorizes the release of the responses prepared by staff as the Council response to the questions posed by the delegation of Jim Hughes, Ian Mackie and Ron Wilke.

CARRIED

Both the questions and responses will be posted on the Village of Lions Bay website and on lionsbay.net
B. **Lions Bay Marina Parking Fees**
   Councillor Ando questioned whether the remainder of the parking fees collected by the Lions Bay Marina been received. Secretary-Treasurer Zaba undertook to investigate the matter and report back to Council.

C. **Parking on Seaview Place**
   Councillor Ronsley questioned whether resident feedback has been received regarding the proposal to allow non-resident overflow parking on Seaview Place. Councillor Ando undertook to pursue the matter.

8. **UNFINISHED BUSINESS**

A. **Secondary Suites**
   Councillor Ronsley reviewed the history of the proposal to offer one free parking pass to tenants of registered secondary suites in Lions Bay. There would be an advertisement placed to advise tenants that they one free parking pass would be issued per suite and that the parking pass can be claimed at the Village offices. The rationale for the proposal is to signal to tenants that they are considered to be fully equal residents of Lions Bay, and to encourage their participation in the community. The new policy would also address inequities created by parking being unrestricted in some areas.

   Councillor Ando suggested that the decision on the provision of a free parking pass to secondary suite tenants be deferred pending a full review of parking regulations by the Parking Policy Review Committee. Councillor Ronsley advised that there is a need for the secondary suite parking fee charge to be determined by the end of January in order that it can be added to the fees charged to the owner of the secondary suite. Council recommended that the Parking Policy Review Committee review the proposal to issue one free parking pass to tenants of a registered secondary suite in a timely manner.

B. **Land Master Planning Draft RFQ**
   Secretary-Treasurer Zaba reviewed the need to engage a qualified consultant to develop a Land Master Planning. Mayor Broughton distributed the Land Master Planning Draft RFQ for Council’s review and requested comments be provided to Secretary-Treasurer Zaba by January 4, 2013.

   Secretary-Treasurer Zaba confirmed that the Land Master Planning Draft RFQ has been developed as a standard template that will be used for future RFQs. The terms and conditions included in the standard template will be customized with the description of the work for each RFQ.
9. REPORTS

Moved by: Councillor Bain
Seconded by: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council received the reports of December 3, 2012.

CARRIED

A. Secretary-Treasurer

Secretary-Treasurer Zaba advised that the repair of the waterline leak at Centre Road has been delayed due to inclement weather and labour shortages. A contractor will be engaged to have the repairs to be completed in an expeditious manner. Two quotations have been received and Public Works Manager Partridge is in the process of obtaining a third quotation, in order to comply with the procurement policy.

Secretary-Treasurer Zaba reported that the water pump at Timbertop Hill has started to fail and the Public Works Department is attempting to find a repair. There are issues with inconsistent pressure that require investigation. Residents have been informed that repairs to the pump will be done and to ensure that pressure regulating valves have been properly maintained. Lions Bay Fire has been requested to advise the Village in advance of testing hydrants in the future.

Secretary-Treasurer Zaba advised that repairing the Centre Road waterline leak is first priority after which, the Timbertop Hill pump repair will be addressed. Councillor Bain advised the hydrants pressure on Timbertop Hill may be inadequate for fire protection and this may present a safety concern that must be addressed promptly. Secretary-Treasurer Zaba will advise the Public Works Department of this concern and this may result in the priority being raised.

Work with the Public Works Manager and the Fire Chief to develop the 2013 budget information has been completed. The budget development process will now shift to a focus on sources of funding and the capital budget. It is anticipated that the proposed budget will be presented to Council for consideration at the December 18, 2012 meeting.

Staff has been involved in responding to numerous questions regarding the community centre renewal process. Secretary-Treasurer Zaba advised that he intends to develop a policy for fees to be charged to source documents that are not required to be provided under the Freedom of Information and Protection of Privacy Act. This policy is consistent with those of other municipalities and reflects the staff time required to locate and reproduce documents.
B. Mayor and Council

- **Mayor Broughton**
  Mayor Broughton referred to the Council Portfolio update provided in the agenda material and highlighted:
  - Activities with respect to interviewing candidates for the Public Works Department position;
  - Meeting with the Ministry of Lands, Forests and Natural Resources with respect to the Risk Assessment Report;
  - The next meeting with the Upper Bayview Road residents in the consultation area will likely be held in February 2013; and
  - John Weston, MP, has requested to attend the December 18, 2012 Council meeting.

- **Councillor Ronsley**
  Councillor Ronsley reviewed the Information Report to Council, dated December 3, 2012 that was provided in the agenda material.

  Councillor Ronsley highlighted attendance at the Table Manners Dinner and Dialogue at North Vancouver City Hall. The discussions at the event revolved around the importance of home-grown food, community food gardens and involving children through schools and municipal food growing activities. A food charter will be drafted for discussion at the next meeting in February 2013 to be held at the District of North Vancouver.

  The message received at a recent meeting was a warning about spending and depending upon grants.

C. Committees

- **Tree Committee – 125 Sunset Drive**
  Councillor McLaughlin reviewed the recommendation of the Tree Committee with respect to the application of the residents of 125 Sunset Drive.

  Moved by: Councillor McLaughlin  
  Seconded by: Councillor Ronsley

  **BE IT RESOLVED THAT** the Village of Lions Bay Council approves the recommendation of the Tree Committee for the application particular to 125 Sunset Drive.

  **CARRIED**

- **Board of Variance – 295 Oceanview Place**
  Council reviewed the recommendation of the Board of Variance with respect to the proposed location of the home on the property.
10.

11. RESOLUTIONS

A. Opposition to Burnco Mine Project

Mayor Broughton reported that she has consulted with Metro Vancouver staff, who have assisted in drafting the resolution to be proposed for consideration by the Metro Vancouver Board of Directors supporting the Village of Lions Bay’s opposition to the Burnco Mine.

Moved by: Councillor Ronsley
Seconded by: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council forwards the resolution regarding opposition to the Burnco Aggregate Mine Proposal at McNab Creek outlined below, to the Chair of the Metro Vancouver Board of Directors to bring forward onto the Metro Vancouver Board of Directors agenda for its consideration and request for support.

“1. Whereas, the GVRD signed the Howe Sound Community Forum Principles For Cooperation Agreement, September 20th, 2002, together with 12 signatories, including three Regional Districts; Greater Vancouver Regional District, Squamish Lil’wat Regional District, Sunshine Coast Regional District; the Squamish First Nation; the District of West Vancouver; Bowen Island Municipality; the Town of Gibsons; the Gambier Island Local Trust Committee; the Village of Lions Bay; the District of Squamish; the Resort Municipality of Whistler; and Village of Pemberton; and

2. Whereas, the proposed Burnco Aggregate Mine Project at McNab Creek in Howe Sound, is in opposition to the Howe Sound Community Forum Principles For Cooperation Agreement; and

3. Whereas, this project risks three species of salmon spawning in the McNab Creek estuary. Howe Sound has now enjoyed two years of dolphin groupings of up to 200 dolphins along with the occasional Killer Whale visits. Howe Sound has undergone four decades of active environmental recovery; and fish stock replenishment; and

4. Whereas, the Howe Sound Community Forum Principles For Cooperation identify shared values including ‘Efforts Towards Sustainability’ and ‘Transcending Jurisdictions’. The Principles For Cooperation Agreement encourages communities to ‘transcend jurisdictions’ to “work together for the greater good because territorial lines on a map mean nothing in terms of sustainability “; and

5. Whereas, Howe Sound is the most southerly fjord in North America; and

6. Whereas, McNab Creek is only one of 3 estuaries in Howe Sound, which is an active spawning ground for Salmon (Department of Fisheries and Oceans),
Scallops and Shrimp (Dr. John Nightingale, President and CEO of the Vancouver Aquarium); and

7. Whereas, McNab Creek is regularly viewed by passing Cruise Ships which circumnavigate the north passage around Gambier Island; and

8. Whereas, the Sea to Sky Corridor is advertised by Tourism BC and Tourism Vancouver as one of the most spectacular and scenic areas in the world; and

9. Whereas, the Sea to Sky corridor produces approximately 15% of the $13 billion of Tourism Provincial Revenue, that is, about $2 billion annually; and

10. Whereas, John Weston, Member of Parliament for this region, recently presented statistics that support “The Environment is the Economy...!” which was the name of his presentation developed by David Bromley, M.Eng, P.Eng, Harvard University; and

11. Whereas, Canadian jobs statistics support the contention that “The Environment is the Economy...”, with 682,000 jobs in Canada directly created in the environment industry, compared to 186,000 in the Petroleum Industry – direct, and 130,000 in the automobile industry - direct; and

12. Whereas, Burnco, has identified a 20 to 30 year industrial use and degradation of McNab Creek, with 20 to 30 years of reclamation/restoration of McNab Creek, meaning that the environmental and economic impact for the region will be for decades to come; and

13. Whereas, the film industry relies on the beauty of Howe Sound as an economic drawing card to this area for feature films, television series, and commercial advertisements; and

14. Whereas, the regions goal is to be green, and in order to complement and accomplish these urban goals, it requires green space and the naturally magnificent vistas of Howe Sound to be protected as a congruent declaration of the values that are espoused; and

15. Whereas, the Proposed Burnco Aggregate Mine Project at McNab Creek, would create a total of 12 jobs, displacing these from Port McNeil, BC, and reducing the jobs potential in Howe Sound in the environmental, film and Cruise ship sectors, as well as boating and recreation industries, by hundreds of jobs; and

16. Whereas, there is a community of about 18 homes at McNab Creek all in opposition, many children’s camps, including Camp Potlatch immediately adjacent, and several Yacht Club outposts long established, immediately across that are also in opposition; and

17. Whereas, the growth in the environmental sector jobs from 1992 to the present is from 70,000 to 682,000 jobs with very high core educational competencies. The environmental sector jobs attract highly educated, extremely dedicated, knowledge based individuals, focused on data, and provide a strong cornerstone for the Canadian economy; and

18. Whereas, the interrelationship between the so called environment and the economy is intense, so much so, that it is difficult to even consider these nouns as separate and distinct (David Bromley, M.Eng., P.Eng.;
Therefore be it resolved that:
The Metro Vancouver Board of Directors supports the Village of Lions Bay in its opposition to the Burnco Aggregate Mine proposal at McNab Creek in Howe Sound, and further, support **Land Use Planning** consistent with the ‘Principles For Cooperation’ set out in the Howe Sound Community Forum document and support the ‘STATEMENT OF PURPOSE: To provide a forum for local governments, Regional Districts and First Nations discussion to maintain and enhance the economic, environmental and social well being of the Howe Sound for the benefit of present and future generations.”

CARRIED

B. **Defibrillator for Community Centre**  
Moved by: Councillor Bain  
Seconded by: Councillor Ronsley

**BE IT RESOLVED THAT** the Village of Lions Bay Council invites Lions Bay Fire Rescue to pay for the purchase of the defibrillator for the community centre complex for the use of citizens, install the housing for the defibrillator and to consult with Emergency Social Services regarding the optimal location for the defibrillator to be installed.

CARRIED

C. **PCL Constructors Quotation**  
Moved by: Councillor McLaughlin  
Seconded by: Councillor Bain

**BE IT RESOLVED THAT** the Village of Lions Bay Council proceeds with a request to PCL Constructors to develop a preliminary cost estimate, separate from the tendering process for the Community Centre Renewal Project, for the following four design elements:
1. Phase 1;
2. Phase 2;
3. Separate price for the south end addition to the community centre; and
4. Attic and roof design by Rich Mossakowski for a fee not to exceed $2,000.

CARRIED

Secretary-Treasurer Zaba advised that the Oversight Committee has requested Council authorize the project architects to undertake the additional design work to bring the drawings to tender readiness and seismic upgrading of the roof structure. It has been recommended that the fees to undertake the work and the time frame in which the work in which to complete the work be specified.

Moved by: Councillor Ronsley  
Seconded by: Councillor Bain
BE IT RESOLVED THAT the Village of Lions Bay Council directs staff to work with the project architects to come to agreement regarding the terms under which to move forward with obtaining the PCL quotation, with the view that the current design plans may be sufficient or may require further refinement.

CARRIED

12. BYLAWS

A. Bylaw 453: Council Procedures – 1st, 2nd and 3rd Reading

Mayor Broughton advised that it has been determined that scheduling meetings on Tuesdays is more convenient for Council members and residents. Commencing in 2013, Council meetings will be held on the first and third Tuesdays of the month, with the exception of January 2013, where the meetings will be held on the second and fourth Tuesday.

Secretary-Treasurer Zaba reported that Council consideration of the revised procedural bylaw is being proposed at this time to allow for the new Council meeting schedule to be implemented at the beginning of 2013. Staff is reviewing the issue of the cut-off date for submissions of agenda material and this may result in a further amendment to the procedural bylaw. Councillor Bain requested that future amendments be highlighted for ease in reviewing the bylaw.

Moved by: Councillor Ronsley
Seconded by: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council approve the first reading of Bylaw 453: Council Procedures.

CARRIED

Moved by: Councillor McLaughlin
Seconded by: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council approve the second reading of Bylaw 453: Council Procedures.

CARRIED
Moved by: Councillor Ando
Seconded by: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council approve the third reading of Bylaw 453: Council Procedures.

CARRIED

13. CORRESPONDENCE

A. List of Correspondence to Friday, November 30, 2012
   Moved by: Councillor Ronsley
   Seconded by: Councillor Bain

   BE IT RESOLVED THAT Council received the correspondence up to November 30, 2012.

   CARRIED

   Council provided direction to staff regarding responses to resident correspondence.

14. NEW BUSINESS

A. Establishment of Community Centre Renewal Oversight Committee
   Mayor Broughton reviewed the proposal to establish a Community Centre Oversight Committee to advise Council on matters relative to the Community Centre Renewal Project. Secretary-Treasurer reviewed the proposed Terms of Reference. Council suggested the following amendments to the proposed terms of reference:
   • Name to be changed to “Community Centre Renewal Oversight Committee”;  
   • All references to “Community Complex” be changed to “Community Centre”;  
   • Committee be referred to a “Select” not “Standing” committee in the Establishment and Authority Section; and  
   • Composition Section to read “....and a minimum of two members of Council.”

   Moved by: Councillor McLaughlin
   Seconded by: Councillor Ando

   BE IT RESOLVED THAT the Village of Lions Bay Council approve the Terms of Reference for the Community Centre Renewal Oversight Committee, as amended at the meeting.

   CARRIED

   Council discussed the appropriate number of Council members to be appointed to the Community Centre Renewal Oversight Committee. It was agreed that for ease in scheduling meetings, it would be beneficial to appoint two Council members with the understanding that all Council members are welcome to attend and participate in meetings of the Community Centre Renewal Oversight Committee.
BE IT RESOLVED THAT the Village of Lions Bay Council appoint Mayor Brenda Broughton and Councillor Ron McLaughlin to the Community Centre Renewal Oversight Committee, with the understanding that all Council members are welcome to attend and participate at all meetings of the Community Centre Renewal Oversight Committee.

CARRIED

BE IT RESOLVED THAT the Village of Lions Bay Council appoints:

- Eric Gerlach;
- Edward Langford;
- Rich Mossakowski; and
- Marek Sredski

to the Community Centre Renewal Oversight Committee.

CARRIED

B. Alternative Approval/Community Centre Renewal Mail Out

Councillor Ando requested that staff check the accuracy of the mailing list prior to distribution of material.

Moved by: Councillor Ronsley
Seconded by: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council ratifies the November 26, 2012 distribution of the Alternate Approval/Community Centre Renewal documents.

CARRIED


Mayor Broughton reported that a meeting of Council with Mr. John Oakley of Emergency Management BC has been scheduled for December 18, 2012 from 1:00 p.m. to 2:30 p.m.
15. IN CAMERA

Moved by: Councillor Bain
Seconded by: Councillor Ronsley

**BE IT RESOLVED THAT** the Village of Lions Bay Council does close the Regular Meeting of December 3, 2012 to the public on the basis of matters to be considered under the following section of the Community Charter:

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

(g) litigation or potential litigation affecting the municipality.

*CARRIED*

16. ADJOURNMENT

Moved by: Councillor Ronsley
Seconded by: Councillor McLaughlin

**BE IT RESOLVED THAT** Council adjourn the Regular Council Meeting of December 3, 2012 at 9:45 p.m.

*CARRIED*
MINUTES

PRESENT: Mayor Brenda Broughton
          Councillor Scott Ando
          Councillor Fred Bain
          Councillor Ron McLaughlin
          Councillor Joanne Ronsley
          Secretary-Treasurer Farouk Zaba, Recording Secretary

1. CALL TO ORDER

   Mayor Broughton called the Regular Council Meeting of December 18, 2012 to order at 7:00 p.m.

2. APPROVAL OF AGENDA

   Moved by: Councillor Ronsley
   Seconded by: Councillor Bain

   BE IT RESOLVED THAT the Village of Lions Bay Council approve the Agenda of the Regular Council Meeting of December 18, 2012 with the following amendments:
   • Defer item 9A “Resolution to Stop Proceeding With the Design and Cost Analysis of the Community Centre Renewal Project Phase 2” to the next Council meeting;
   • Add as new item 9A. “Resolution to Proceed with Feasibility Study for Risk Mitigation at Harvey Creek”

   CARRIED

3. PUBLIC PARTICIPATION

   A. Birgitta von Krosigk

      Ms. Von Krosigk thanked Council for voicing opposition to the proposed gravel mine and McNab Creek and for supporting the Future of Howe Sound Society. She expressed her concern that the Federal environmental assessment process was weakened as a result of the passing of Bill C38. She also asked whether Council would follow through on its offer to host the next meeting for the Howe Sound Community Forum.
4. DELEGATIONS

A. John Weston MP – Update From Ottawa

MP Weston commented on the high level of participation and public spirit of the residents of Lions Bay. He thanked Lions Bay and the Mayor for working with him to cultivate the concept of best practices conference for Local Government. MP Weston also discussed the McNab creek proposal on how well the community responded by expressing concern about changes to the environment and changes to fisheries. MP Weston noted that he has conveyed the concerns of the community to the Federal officials in charge of the environmental assessment process.

MP Weston commented on a Bill going before the House of Commons for National Health and Fitness Day, and his goal to see 100 Local Governments in Canada endorse National Health and Fitness Day. MP Weston noted that Lions Bay has been an early endorser of National Health and Fitness Day and how some of the Village’s prior year activities promoting fitness are shown on the MP’s website.

MP Weston also highlighted some of the upcoming events (HEY Day – March 9, MP Book Award, Roundtable and Town Hall on Abuse of Prescription Drugs – Jan 21, Roundtable on Tourism – Jan 17, Roundtable Discussion of Derelict and Abandoned Vessels).

MP Weston responded to a question from the gallery about the closure of the Kitsilano Coast Guard station. He cited an analysis that was performed which suggests that with the in-harbour response vessel, and the hovercraft based in Richmond that Vancouver is harbour is still the best served harbour in Canada. He noted that there is still an opportunity for the community to rally around the centre and provide an alternate solution to the closure but outlined the costs had been sited at approximately $800,000 to $900,000 a year.

B. Penny Nelson – Public Participation

Ms. Nelson presented the core values of public participation as formulated by the International Association for Public Participation (IAP2). She used the example of the Community Centre Renewal Project and the Alternate Approval Process for Loan Authorization Bylaw 452 to assess how Council measures up to the core values of public participation. Ms. Nelson referenced the audio recording of the October 3, 2012 Committee of the Whole Meeting and expressed her concern that the minutes of the meeting did not reflect the discussion about the value of the project or the change to the amount and name of the Loan Authorization Bylaw and how, by not having this information reflected in the minutes, it did not provide the public with information they needed to participate in a meaningful way.
Ms. Nelson also commented on the discrepancy between the budget figures used in the Village’s application for Federal Grant funding and the figures circulated to the public as part of the Alternate Approval Process. Ms. Nelson cited several municipalities that have either passed resolutions to uphold the IAP2 core values, or have some type of community engagement charter and asked if Council is prepared to do the same.

5. **ADOPTION OF MINUTES**

A. **Regular Council Meeting – December 3, 2012**

Moved by: Councillor Ando  
Seconded by: Councillor Bain

**BE IT RESOLVED THAT** the Village of Lions Bay Council adopt the Minutes of the Regular Meeting of Council of December 3, 2012 with the following amendments:

- Page 2, Item 5A – removing the “s” at the end of Ms. Wilkes
- Page 2, Item 3 – capitalizing Land Master Planning and Community Centre Renewal
- Page 2, Item 3 last paragraph – capitalizing “Staff” and “Community”
- Page 5, Item 8A first paragraph— changing “...signal to tenants that they are considered to be equal residents...” to “...signal to tenants that they are considered to be fully equal residents of Lions Bay...”

**CARRIED**

6. **BUSINESS ARISING FROM THE MINUTES**

None

7. **UNFINISHED BUSINESS**

A. **Community Centre Renewal**

Mayor Broughton announced that there will be a public meeting scheduled for January 23, 2013 at 7:00 pm to provide information to the public on where the Community Centre Renewal project currently stands and to obtain feedback from the residents.

Additionally, the Mayor reported that the construction drawings will be submitted to PCL in order to develop a construction budget estimate for evaluation by Council and the Oversight Committee. The budget from PCL is expected to be delivered to the Village by January 4, 2013.

There was discussion about Councillor Ando’s parking report dated December 12, 2012 which identifies the need for additional parking spaces for the Community Centre and that further investigation into potential parking solutions is required.
ACTION: Secretary-Treasurer Zaba to carry the Parking Report forward to the January 8th Council meeting

B. Secondary Suite Review
Councillor Ronsley reported that when Council of the day adopted the amendment to the zoning bylaw to allow secondary suites, the intention was to revisit the bylaw and related policies after a period of time where the bylaws have been in effect. To that effect, a notification will be placed in the Village Update requesting resident feedback on the bylaw.

8. REPORTS
Moved by: Councillor Bain
Seconded by: Councillor Ando

BE IT RESOLVED THAT the Village of Lions Bay Council received the reports of December 18, 2012.

CARRIED

A. Secretary-Treasurer
Secretary-Treasurer Zaba advised that at the December 18, 2012 Committee of the Whole meeting the Public Works Manager has presented a report identifying geological hazards at the Harvey Creek intake that presented a danger to the Public Works crew and the need for some form of action by the Village to reduce the risk to an acceptable level. Council directed the Secretary-Treasurer to provide a resolution for Council consideration and discussion at the December 18, 2012 Regular Meeting of Council. Secretary-Treasurer Zaba also advised that a vendor has been contracted to perform the repairs to the Centre Road Water Leak and that the work is scheduled to be completed shortly.

B. Mayor and Council
   i. Mayor Broughton
      Mayor Broughton referred to the Council Portfolio update provided in the agenda material and highlighted:
      – Follow-up with the Province with respect to the application submitted by Adventure West for a license for Commercial Hiking;

C. Committees
   - None
9. RESOLUTIONS

A. Resolution to Proceed with Feasibility Study for Risk Mitigation at Harvey Intake
   Moved by: Councillor McLaughlin
   Seconded by: Councillor Bain

WHEREAS the Village Council has outlined that addressing safety related issues is a priority for Council, and;

WHEREAS the Village has previously commissioned engineering studies which identified risks associated with the Harvey intake as a result of the geography, and;

WHEREAS the Public Works Manager prepared a report to Council titled “Harvey Intake Slope Remediation” dated December 17, 2012, and;

WHEREAS the report outlined a rock slide event at the Harvey intake resulting a reassessment of the risks presented to staff while performing their duties at the intake and the need to proceed with some form of risk mitigation, and;

WHEREAS of the mitigation options presented in the report, twinning of the access road and creation of a catchment ditch appeared to be the most feasible, and;

THEREFORE BE IT RESOLVED THAT Council instruct the Secretary-Treasurer to move ahead with commissioning a feasibility study, following best-practices and the Village’s purchasing policy, for twinning the access road and creating a catchment ditch in order to mitigate the risks to staff and infrastructure associated with rock slides.

CARRIED

B. Council Meeting Dates
   Moved by: Councillor McLaughlin
   Seconded by: Councillor Bain

BE IT RESOLVED that the Village of Lions Bay Council confirm the scheduled dates for the Regular Meeting of Council for 2013, as:-

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<td>August – Recess</td>
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CARRIED
C. Resolution to Provide Consent to Metro to Adopt Greater Vancouver Regional District Labour Relations Service Bylaw No. 1182, 2012

Moved by: Councillor McLaughlin  
Seconded by: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay consents to the terms and conditions of withdrawal of the Greater Vancouver Regional District Labour Relations Service Bylaw No. 1182, 2012 and approves the adoption of the Greater Vancouver Regional District Labour Relations Service Bylaw No. 1182 by providing consent on behalf of the electors.

CARRIED

10. BYLAWS
A. Bylaw 453: Council Procedures 2012 – Adoption

Moved by: Councillor Ronsley  
Seconded by: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council adopt Bylaw 453: Council Procedures 2012.

CARRIED

11. CORRESPONDENCE

List of Correspondence to Friday, December 14, 2012

Moved by: Councillor Ando  
Seconded by: Councillor Bain

BE IT RESOLVED THAT Council received the correspondence up to December 18, 2012.

CARRIED

12. NEW BUSINESS

None

13. IN CAMERA

Moved by: Councillor Bain  
Seconded by: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council does close the Regular Meeting of December 18, 2012 to the public on the basis of matters to be considered under the following section of the Community Charter:
90(1)  A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
(c)  labour relations or other employee relations
(g)  litigation or potential litigation affecting the municipality.

CARRIED

14.  ADJOURNMENT

Moved by:  Councillor Ronsley
Seconded by:  Councillor McLaughlin

BE IT RESOLVED THAT Council adjourn the Regular Council Meeting of December 18, 2012 at 8:45 p.m.

CARRIED

Mayor  ___________________________  Secretary-Treasurer  ___________________________