



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**COMMITTEE OF THE WHOLE MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, APRIL 2, 2013, 1.00 PM  
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

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**MINUTES**

**PRESENT:** Mayor Brenda Broughton  
Councillor Scott Ando  
Councillor Fred Bain  
Councillor Ron McLaughlin  
Councillor Joanne Ronsley  
Secretary-Treasurer Farouk Zaba  
Office Coordinator Tanith Laughton (Recorder)

**1. CALL TO ORDER**

Mayor Broughton called the Committee of the Whole Meeting of April 2, 2013 to order at 1.02p.m.

**2. APPROVAL OF AGENDA**

Moved by: Councillor Ronsley  
Seconded by: Councillor Ando

**BE IT RESOLVED THAT** the Village of Lions Bay Council approve the Agenda of the Committee of the Whole Meeting of April 2, 2013.

- Remove Item 6A – 5 Year Plan/Capital Budget
- Add “National Conference: Engaging Women, Transforming Cities: Designing an Ideal City for Women and Girls”

**CARRIED**

**3. PUBLIC PARTICIPATION**

None

**4. ADOPTION OF MINUTES**

**A. Committee of the Whole Meeting –**  
Moved by: Councillor McLaughlin  
Seconded by: Councillor Ronsley

**BE IT RESOLVED THAT** the Village of Lions Bay Council adopt the Minutes of the Committee of the Whole Meeting of Council of March 19, 2013 with the following amendments:

- Page 3 - Correction to typographical errors

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES**

**6. UNFINISHED BUSINESS**

**A. CARIP Grant**

Secretary-Treasurer Zaba outlined the discussion which had taken place at the previous meeting. He advised that as the Village had not achieved carbon-neutrality by 2012, it was not eligible to claim the c.\$1,000 CARIP grant. Council discussed the challenges of striving towards carbon neutrality, and noted in particular that Village's vehicle fleet accounted for a significant amount of the municipality's carbon production. Council were in agreement that they should continue with their goals for carbon neutrality within a realistic framework of what is feasible for a small municipality.

**B. Land Master Planning**

Secretary-Treasurer Zaba outlined current progress on the Land Master Plan. He has sent an initial note to planners on the list and is working on final documents, with an expectation of issuing this next week. Council noted that the LIDAR survey of the Village commissioned by the Ministry of Forests, Lands & Natural Resources will have to be reviewed by a geo-technical engineer before any work is undertaken on the plan.

**C. Community Centre Design**

Council discussed the approach to agreeing on a way forward. Mayor Broughton has met with the architect to review and discuss the design issues. She advised that she has asked the architect to evaluate the cost of the design work for the Third Floor Alternate design. She also advised Council that they discussed the structural issues that have been identified with the east wall and the implications of remediating this.

Secretary-Treasurer Zaba advised that WCB have ordered that if the retaining wall was not located, the Village must have a plan to ensure that there were no safety issues arising to the staff in the office. They have also ordered that if there are safety issues, there should be a plan to relocate office staff during construction.

**ACTION:** Staff to contact architect to enquire whether the structural strengthening work would compromise the structure of the office during construction. If this is the case, it should be noted that alternate accommodation is required for the office staff during this time.

Council discussed the issues involved deciding which design to progress. There was a general view that Council should give clear direction to the Design Team and move forward as soon as possible. Council also discussed:-

- The potential to leave some of the third floor unfinished if budget constraints make this necessary
- Issues surrounding the accuracy of the PCL cost analysis

**ACTION:** Secretary-Treasurer Zaba to investigate the potential to define a longer Accounts Payable cycle, to address any cash flow issues

**ACTION:** Staff to investigate the Healthy Communities Grant and whether this could be applied to a programming activity

There was a discussion about the project scope, and whether landscaping and external work are included. There was also discussion about the scope of the soft costs and whether costs such as relocation of programs and storage of archives during construction are included.

**ACTION:** Councillor Ando to co-ordinate a list of elements which may be included in the project scope by Monday, April 8, for discussion

## 7. NEW BUSINESS

### A. Infrastructure Committee Membership

Council discussed the appointment of Councillor Ando as Chair and Mayor Broughton as Vice Chair of the Infrastructure Committee. Councillor McLaughlin advised that he has a suggested candidate that he would like Council to consider. Council asked that names be brought forward for their review.

**ACTION:** Secretary-Treasurer Zaba to confirm whether Committee membership was included in the previous resolution which established the Committee.

Council discussed the process for appointing members to committees.

### B. Finance Advisory Committee Membership

Councillor McLaughlin noted the Terms of Reference for this committee need to be revised. He also advised that he has identified a potential new member.

### C. Tree Cutting Permit Application

Councillor McLaughlin provided an overview of the current status of the Tree Cutting Application relating to the tree in Lions Bay Beach Park. He indicated that, given the high profile of this issue, Council would need to decide whether they will support the recommendation of the Tree Committee or whether they wish the application to be declined. Council discussed whether the view of an arborist should be sought, and whether a site visit would be beneficial. Council discussed the possibility, given the weight of the lower branch, of the danger of the tree limb falling and injuring visitors to the beach.

**D. Emergency Operations Centre – BCWARN**

Councillor Bain provided an overview of the issues associated with the BCWARN system, and the potential benefits to utilising the system in the event of an emergency. Secretary-Treasurer Zaba questioned what type of knowledge is required to use the system locally and whether there will be the expertise in the Village to use it when required.

**ACTION:** Councillor Bain to investigate the line-of-sight requirement to link with Bowen Island

**E. Resort Land Development**

Mayor Broughton introduced the documentation and drew Council's attention to the Ministry's approach to resort municipalities.

**F. National Conference: Engaging Women, Transforming Cities: Designing an Ideal City for Women and Girls**

Councillor Ronsley provided an overview of the purpose of this conference to be held at Simon Fraser University on May 30, 2013, and asked that Council approve her attendance at a cost of \$100. Council directed that this be moved to a resolution at the Regular Meeting.

**8. PUBLIC QUESTIONS AND COMMENTS**

A. Council were asked whether they knew whether the Tree Bylaw directs that the cost of an arborist in relation to a Tree Cutting application should be borne by the municipality or the applicant.

**ACTION:** Secretary-Treasurer Zaba to clarify this point.

**9. IN CAMERA**

Moved by: Councillor Ronsley

Seconded by: Councillor Bain

**A. Resolution:**

That the Committee of the Whole Council Meeting of April 2, 2013 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

**10. ADJOURNMENT**

Moved by: Councillor Ronsley

Seconded by: Councillor Bain

**BE IT RESOLVED THAT** Council adjourn the Committee of the Whole Meeting of April 2, 2013 at 3.40pm.

**CARRIED**

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Mayor

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Secretary/Treasurer