



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON MARCH 26, 2020 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

AGENDA

1. **Call to Order**
2. **Adoption of Agenda**
3. **A. Public Participation (2 minutes per person totalling 10 minutes maximum)**
B. Opportunity for persons who consider they are affected by
 - i. **Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020 and**
 - ii. **Inter-municipal TNS Business Licence Bylaw No.573, 2020**

to make representations to Council.
4. **Delegations**

None
5. **Review & Approval of Minutes of Prior Meetings**
 - A. Regular Council Meeting – March 3, 2020 (Page 5)

THAT the Regular Council Meeting Minutes of March 3, 2020 be approved, as circulated.
 - B. Regular Council Meeting – March 17, 2020 (Page 15)

THAT the Regular Council Meeting Minutes of March 17, 2020 be approved, as circulated.
 - C. Special Council Meeting – March 24, 2020 (Page 19)

THAT the Special Council Meeting Minutes of March 24, 2020 be approved, as circulated.
6. **Business Arising from the Minutes**
7. **Unfinished Business**
 - A. **Follow-Up Action Items from Previous Meetings**

#	Meeting Date	Description of Action Item	Action
104	September 17, 2019	G2: Letter from Minister of Public Safety re.	Mayor McLaughlin to

		Speeding on Sea to Sky – Mayor McLaughlin following up with Squamish Mayor & RCMP.	provide a paragraph in the Village Update
114	March 3, 2020	R1: Karl Buhr – Wood Burning Appliances	Mayor McLaughlin to reply
115	March 3, 2020	R2: Andrea & Matthew Klas – Village lots	Mayor Mclaughlin to reply

8. Reports

A. Staff

- i. CFO: Information Report - 2020 Preliminary Budget (Page 23)
 THAT the report “2020 Preliminary Budget” be received for information purposes.

B. Mayor

- i. Mayor’s Report – Metro Climate Action Committee - Verbal Update

C. Council

D. Committees

E. Emergency Services

- i. RCMP Monthly Report (Page 47)

9. Resolutions

- A. THAT Council considers functioning critical infrastructure as imperative during the response to the COVID-19 emergency for both public health and safety as well as community well-being; and

THAT Council confirms the wastewater collection and treatment system in Kelvin Grove is an essential service and that all services and materials required to ensure its functionality, including the wastewater treatment plant replacement project, are deemed to be essential services upon which the Municipality is strongly relying; and

THAT Council confirms the Magnesia Creek and Harvey Creek water treatment and distribution system is an essential service and that all services and materials required to ensure their functionality are deemed to be essential services upon which the Municipality is strongly relying.

10. Bylaws

- A. Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020 (Page 49)

THAT Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020 be adopted.

- B. Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020 and Inter-municipal TNS Business Licence Bylaw No. 573, 2020 (Page 83)



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

(1) THAT Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020 be adopted; and

(2) THAT Inter-municipal TNS Business Licence Bylaw No.573, 2020 be adopted.

C. Parks Regulations Bylaw No. 448, 2012, Amendment Bylaw No. 576, 2020 (Page 119)

THAT Parks Regulations Bylaw No. 448, 2012, Amendment Bylaw No. 576, 2020 be adopted.

D. Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 577, 2020 (Page 131)

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 577, 2020 be adopted.

11. Correspondence

A. List of Correspondence to March 17, 2020 (Page 163)

THAT the following actions be taken with respect to the correspondence:

B. List of Correspondence to March 24, 2020 (Page 191)

THAT the following actions be taken with respect to the correspondence:

12. New Business

13. Public Questions & Comments

14. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

A. 2020 Budget Supplementals

THAT the Council considers that disclosure could reasonably be expected to harm the interests of the municipality if discussion regarding the acquisition, disposition or expropriation of land or improvements is held in open meeting.

B. Citizen of the year and Citizen of Distinction Awards

C. Human Resources/Labour Relations

D. CAO Annual Review Format Discussion (Council Members)

THAT the meeting be closed to the public on the basis of matters 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 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;
- b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- c) labour relations or other employee relations;
- 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;
- f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

Council does not anticipate reconvening the open meeting for any purpose other than to adjourn the meeting generally.

[OR]

Council anticipates reconvening the open meeting to discuss the following item(s):

15. Reporting Out from Closed Portion of Meeting

16. Adjournment



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MARCH 3, 2020 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott
Councillor Fred Bain
Councillor Norm Barmeier
Councillor Jaime Cunliffe

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer
Municipal Coordinator Karla Duarte (Recorder)

Delegations: 1

Public: 4

1. Call to Order

Mayor McLaughlin called the meeting to order at 7:03 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT:

- (1) Item 8Avi – Metro Vancouver Residential Burning update be added;
- (2) Item 8Avii – Verbal update on Appraisals on Two Road Ends be added;
- (3) Item 8Aviii – Verbal Update on the Lions Bay Beach Park Renovation Project be added; and
- (4) The agenda be adopted, as amended.

CARRIED

3. Public Participation (2 minutes per person totalling 10 minutes maximum)

A. Ruth Simons

Ms. Simons expressed concern about the construction of the communications tower and questioned the proposed location and whether there have been any studies regarding location, revenue and environmental impacts.

B. Stephanie Beattie

Ms. Beattie spoke to the potential opportunity to build a bike park in Lions Bay. She noted that a good location would be at the top of Oceanview Road, past the gate, at the tip of the first switchback leading to the new Harvey Water Tank, as it would require less excavating and has good access within the Village. A bike park could be built for all ages and customized for local usage. She referenced Squamish and Bowen Island as good examples that have successfully implemented a bike park and should be covered under municipal insurance with the right signage. Upon questioning, she advised that the School District is not in favour of using school property for such use due to liability and other considerations.

C. Opportunity for persons who consider they are affected by

i. Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020 and

ii. Inter-municipal TNS Business Licence Bylaw No.573, 2020

to make representations to Council.

None

Audio 0:00:51

4. Public Delegation Requests Accepted by Agenda Deadline (10 minutes maximum)

A. Charlie Bradbury – Cell Tower

Charlie Bradbury presented a You Tube video dealing with concerns over 5G technology and millimeter waves. She also provided results of a survey that she implemented with 60 local responses and noted that although there were no obvious trends, several factors impact satisfaction with cell phone usage including providers, construction material of homes and sight lines to Bowen Island.

Council requested that the survey results be provided at the next meeting as part of the agenda package.

Audio 0:11:34

5. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – February 18, 2020

The following amendments to the draft minutes of the February 18, 2020 Regular Council meeting were identified:

Page 5, Item 7Aii – Revise the first sentence under the discussion to read “~~The expectation that~~ Whether the installation of an electric vehicle (EV) charging station will proceed only if it is fully funded by a grant:”

Moved/Seconded

THAT the Regular Council Meeting Minutes of February 18, 2020 be approved, as amended.

CARRIED

Audio 0:29:26

6. Business Arising from the Minutes

A. Village Update article on Bayview Drainage and Water Improvement Project (DWIP)

PMW Jaffer noted that an article would be published in the Village Update pending project funding.

B. Fire Hydrant maintenance project

PWM Jaffer confirmed that fire hydrant maintenance is done in the spring when flushing commences.

Audio 0:36:17

7. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Action
104	September 17, 2019	G2: Letter from Minister of Public Safety re. Speeding on Sea to sky – Mayor McLaughlin following up with Mayor of Squamish and RCMP.	Mayor McLaughlin to provide a paragraph in the Village Update
107	January 14, 2020	Post Request for Expressions of Interest for the 2 vacancies on CSMTFA Committee – Expressions of Interest to be provided at the Feb 18 Council meeting for consideration	Completed
110	January 28, 2020	Volunteer Week Update by end of February 2020	Completed
112	February 18, 2020	G2: MP Patrick Weiler - Draft Science Assessment of Plastic Pollution – Mayor McLaughlin to publicize the link for submission of public comments	Completed
113	February 18, 2020	R2: Gillian Smith - Noise Reduction Pavement – Mayor McLaughlin to respond	Completed

B. Invitation to UNESCO and Idries Shah Foundation “World Tales” Short Story Competition (Tabled)

Councillor Abbott confirmed interest in helping form a judging panel and discussed ideas for the short story competition.

MOVED/SECONDED

THAT Councillor Abbott lead Council’s efforts to coordinate a resident volunteer judging panel for the UNESCO and Idries Shah Foundation “World Tales” Short Story Competition; and

THAT staff be directed to publish information regarding the competition in the Village Update.

CARRIED

Audio: 0:37:44

8. Reports

A. Staff

i. CFO: Council Remuneration

CFO Rooke provided detail on the Council Remuneration report that was provided with the agenda material.

MOVED/SECONDED

THAT the report “Council Remuneration” be received for information purposes.

CARRIED

Audio: 0:46:05

ii. CFO: 2020 Preliminary Budget

CFO Rooke provided details on the Preliminary Budget report that was provided with the agenda material and noted:

- the budget included a preliminary 3% tax increase and a 10% infrastructure levy on the updated tax amount
- the need to determine which projects should be prioritized for the 2020 budget

PWM Jaffer provided an overview on the following:

- the projects that have been completed, projects that are ongoing, projects for the 2020 budget discussion, and projects for the next five years.

Discussion ensued on:

- Capital projects and their priorities

- The eligibility of Oceanview Road Drainage for a grant
- Continued discussion on the priority of the IMP projects during the fall Strategic Planning sessions
- Bridge repairs on eight bridges
- Walkway to Lions Bay Beach Park
- Firehall expansion: design and drawing for this year

Staff were directed to include supplemental requests in the 2020 budget to be covered by a draw from surplus.

MOVED/SECONDED

THAT the report “2020 Preliminary Budget” be received for information purposes.

CARRIED

Audio: 0:46:59

iii. Council Resolution for UBCM EOC Grant

CAO DeJong presented information on the Union of British Columbia Municipalities (UBCM) Emergency Operating Centre (EOC) Grant and confirmed that it provides 100% funding for projects.

MOVED/SECONDED

THAT an application be submitted under the UBCM Community Emergency Preparedness Fund for an Emergency Operations Centre (EOC) stream grant for the purpose of funding the purchase of new equipment and technology assets to support and enhance the operation of an Emergency Operations Centre within the Village when required. Support for this project and overall grant management will be provided by the Village of Lions Bay.

CARRIED

Audio: 1:30:45

iv. Curly Stewart Memorial Trust Fund Award Committee Terms of Reference

The following amendments to the Curly Stewart Memorial Trust Fund Award Committee Terms of Reference were identified:

Page 3 – Delete the sentence “In the event of a tie, the Chair shall cast the deciding vote, but the dissenting views shall be minuted for Council.”

MOVED/SECONDED

THAT the amended Curly Stewart Memorial Trust Fund Award Committee Terms of Reference be adopted, as amended.

CARRIED

Audio: 1:34:05

v. PWM: 3 PRV Station Project Engineering Services

PWM Jaffer referenced the report provided with the agenda material and confirmed that the manner of pricing provided by the contractor is a standard methodology for such agreements.

MOVED/SECONDED

- (1) THAT Council award the 3 PRV Station Project Engineering Services to ISL Engineering and Land Services Limited in the amount of \$66,405.00; and
- (2) THAT Council authorize the Mayor and Corporate Officer to execute contract documents substantially in the form attached.

CARRIED

Audio: 1:40:14

vi. CAO: Metro Vancouver Residential Wood Burning – verbal report

CAO DeJong provided an update on the phased-in approach of Metro Vancouver’s residential wood burning restrictions and noted the prohibition of residential wood smoke emissions from unregistered devices during the period May 15-September 15 as part of the Phase 1 restrictions in 2021. A draft bylaw will be presented at the March 13th Metro Vancouver Climate Action Committee and Metro Vancouver will work with Lions Bay on an education and communication campaign in respect of the proposed transition to the new bylaw, with an extended end date for Lions Bay of 2032.

Council requested that flexibility on the Phase 1 restrictions in the proposed bylaw be provided as feedback to the Metro Vancouver Climate Action Committee.

MOVED/SECONDED

THAT the verbal report “Metro Vancouver Residential Wood Burning” be received for information purposes.

CARRIED

Audio: 1:44:04

vii. CAO: Surveys & Appraisals for two road ends – verbal update report

CAO DeJong provided an update on the surveys and appraisals for the two road ends and noted that a topographical survey for the Oceanview road end had been received and is awaiting a survey quote for the Brunswick Beach location. A report to Council will be provided once appraisals are received. The CAO also noted that several possibilities exist for development density for the Oceanview road end.

MOVED/SECONDED

THAT the verbal report “Surveys and Appraisals on Two Road Ends” be received for information purposes.

CARRIED

Audio: 1:51:44

viii. Verbal Update on the Beach Walkway Renovation Project

PWM Jaffer and CFO Rooke provided a verbal update regarding options for the Lions Bay Beach Park Revitalization Project during the budget discussion at Item 8Aii.

B. Mayor

None

C. Council

Councillor Barmeier provided an update on the concept drawings for the EV Charging station for information purposes.

D. Committees

None

E. Emergency Services

None

9. **Resolutions**

None

10. **Bylaws**

A. Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020

CAO DeJong presented the Inter-municipal Business Licence Bylaw report and noted that data sharing is going to be administered by the Province. Per-vehicle costs are set up based on expected administration costs.

Council discussed the rate structure, the bylaw suspension process and how to encourage people to take up driving for a ride hailing company.

MOVED/SECONDED

THAT Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020 be introduced and given three readings.

CARRIED

B. Inter-municipal TNS Business Licence Bylaw No.573, 2020

MOVED/SECONDED

THAT Inter-municipal TNS Business Licence Bylaw No.573, 2020 be introduced and given three readings; and

THAT persons who consider they are affected by Bylaws 572 and 573 be given an opportunity to make representations to Council during the Public Participation and Public Questions and Comments portions of the Council meeting on March 3

and during the Public Participation portion on March 17, 2020, prior to consideration of adoption of the bylaws by Council; and

THAT Council directs staff to publish the information regarding Bylaws 572 and 573 in the Village Update.

CARRIED

Audio: 2:04:15

11. Correspondence

A. List of Correspondence to February 27, 2020

Moved/Seconded

THAT the following actions be taken with respect to the correspondence:

- G1: Wilderness Committee – Climate Emergency - Received
- G2: Alzheimer Society of BC – Walk in a Box 2020 - Received
- G3: Howe Sound Community Forum – Climate Emergency Newsletter – Refer to Lions Bay Climate Action Committee
- G4: MP Patrick Weiler – Local Labour Market Areas - Received
- G5: LMLGA – Strata Premiums and deductibles - Received
- R1: Karl Buhr – Wood Burning Appliances – Mayor McLaughlin to reply
- R2: Andrea & Matthew Klas – Mayor McLaughlin to reply
- R3: Rose Dudley – Dog Bags and Collection – Further Response - Received
- R4: Gillian Smith – Noise reduction pavement - Received

CARRIED

Audio: 2:18:25

12. New Business

None

13. A. Public Questions & Comments (2 minutes on any topic discussed in this meeting)

None

B. Opportunity for persons who consider they are affected by

i. Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020 and

ii. Inter-municipal TNS Business Licence Bylaw No.573, 2020

to make representations to Council.

None

14. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

A. Citizen of the Year and Citizen of Distinction Awards

B. 2020 Preliminary Budget

MOVED/SECONDED

THAT the Council considers that disclosure could reasonably be expected to harm the interests of the municipality if discussion regarding the acquisition, disposition or expropriation of land or improvements is held in open meeting.

CARRIED

C. Observations from the February ESS Monthly Meeting

MOVED/SECONDED

THAT the meeting be closed to the public on the basis of matters 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 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;
- b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- 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;
- n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

CARRIED

The meeting was closed to the public at 9:43 p.m.

The meeting was re-opened to the public at 10:39 p.m.

15. Reporting Out From Closed Portion of Meeting

Mayor McLaughlin reported that during the Closed portion of the meeting, Council received and discussed the Citizen of the Year and Citizen of Distinction Awards report and a decision on successful recipient(s) will be made on March 17, 2020. The award(s) will be announced during Volunteer Week in April.

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10:40 p.m.

Mayor

Corporate Officer

Date Approved by Council:

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MARCH 17, 2020 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott (via conference call)
Councillor Fred Bain (via conference call)

Councillor Norm Barmeier (*via conference call - non-voting*)

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer
Municipal Coordinator Karla Duarte (Recorder)

Regrets: Councillor Jaime Cunliffe

Delegations: 0

Public: 0

1. Call to Order

Mayor McLaughlin called the meeting to order at 7:15 p.m.

2. Adoption of Agenda

Moved/Seconded

- (1) THAT items 3A, 3B, 4A, 5A, 6, 7A, 8Ai, 8Aii, 8Aiii, 8Bi, 8C, 8Ei, 9, 10A, 11A, 12, 13, 14A, 14B, 14C, 14D and 15 be struck from the agenda; and
- (2) THAT item 8Di – Curly Stewart Memorial Trust Fund Award Committee – verbal update be moved to item 3; and
- (3) THAT item 10B – Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020 be moved to item 4A; and
- (4) THAT item 5 – Next Council Meeting be added; and
- (5) THAT item 16 – Adjournment be moved to item 6; and
- (6) THAT the agenda be adopted, as amended.

CARRIED

3. Curly Stewart Memorial Trust Fund Award Committee – Verbal Update

Councillor Abbott presented a verbal update on the Curly Stewart Memorial Trust Fund Award Committee and noted that the Committee recommends following application procedures as in previous years in order to provide notice in the Village Update. He also noted that should students have trouble completing the applications due to current circumstances with school closures, the committee would recommend a deadline extension and flexibility with the applications.

4. Bylaws

A. Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020

CAO DeJong presented Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020 and noted the following changes:

- Section 11(3) is amended by striking the entire subsection and substituting the following: “All Council members or Committee members, other than the Chair of the meeting, may participate simultaneously at a Meeting under s. 11(1)(b)”.

Moved/Seconded

THAT Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020 be given three readings, as amended.

CARRIED

5. Next Council Meeting Date

Council discussed options for a next meeting date to address the Procedure Bylaw adoption, the Intermunicipal Bylaw for Ride-Hailing, the 2020 Budget and the generator.

Council discussed the April 7, and 21, 2020 potential meeting agendas.

PMW Jaffer provided an update regarding the Wastewater Treatment Plant, the 3 PRVs and the water leak.

CAO DeJong provided an update regarding policies and protocols for working from home and office closures and noted that Council would be updated regarding changes.

Moved/Seconded

THAT Council hold a special Council meeting on Thursday, March 26, 2020 at 7pm in the Council Chambers.

CARRIED

6. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:01 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MARCH 24 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance:

Council:

Mayor Ron McLaughlin
Councillor Fred Bain
Councillor Neville Abbott (via conference call)
Councillor Jaime Cunliffe (via conference call)

Councillor Norm Barmeier (via conference call - **non-voting**)

Staff:

Chief Administrative Officer Peter DeJong (via conference call)
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer (via conference call)
Municipal Coordinator Karla Duarte (Recorder)

Delegations:

0

Public:

0

1. Call to Order

Mayor McLaughlin called the meeting to order at 7:12 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT the agenda be adopted, as submitted.

CARRIED

3. Public Participation

None

4. Bylaws

A. Parks Regulations Bylaw No. 448, 2012, Amendment Bylaw No. 576, 2020

CAO DeJong presented Bylaw No. 448, 2012, Amendment Bylaw No. 576, 2020 noting that

- the changes reflect the ability for greater restriction of persons within a community park or facility and strengthened bases for closures and restrictions.
- Section 10.2 allows for the provision of closure of community parks or facilities regardless of the number of people.

Moved/Seconded

THAT Parks Regulations Bylaw No. 448, 2012, Amendment Bylaw No. 576, 2020 be introduced and given three readings.

CARRIED

A. Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 577, 2020

CAO DeJong presented the changes under Bylaw No. 385, 2006, Amendment Bylaw No. 577, 2020.

Council requested the following amendments to Bylaw No. 385, 2006, Amendment Bylaw No. 577, 2020:

- Page 16, add amended penalties for Sections 9.3, 10.1, 11.4, 11.5, 12.2, to be increased to \$250 under A1 Penalty, \$200 under A2 Early Payment Penalty and \$300 under A3 Late Payment Penalty.
- Page 16, penalties for 11.1, 11.2 and 11.3 to be increased, as stated in the draft bylaw to \$250 under A1 Penalty, \$200 under A2 Early Payment Penalty and \$300 under A3 Late Payment Penalty.
- Page 16, penalties for Section 10.3 be increased to \$450 under A1 Penalty, \$400 under A2 Early Payment Penalty and \$500 for A3 Late Payment Penalty.

Moved/Seconded

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 577, 2020 be introduced and given three readings, as amended.

CARRIED

5. New Business

A. Discussion on the closures of parks, trails, open spaces and other municipal facilities.

CAO DeJong introduced options for the closures of community parks, trails, open spaces and other municipal facilities.

Discussions ensued on:

- Enforcement implications
- Parking restrictions as a key element of enforcement
- Potential for earlier than normal employment of BEOs
- Recreation management with other jurisdictions
- Impacts on the marina
- The need to prevent all gatherings
- Options to revise closures as new developments arise

Moved/Seconded

THAT Council directs staff to close the following community parks and facilities, to maintain community health and safety through the COVID-19 pandemic, until further notice:

Lions Bay Beach Parking Lot;
Kelvin Grove Beach Park;
Kelvin Grove Beach Parking Lot;
Sunset North Parking Lot;
Centennial Trail and all other trails within Village of Lions Bay boundaries;
Brunswick Beach Park;
Lands at 63 Brunswick Beach; and
Lions Bay Tennis Courts;

AND THAT communication of the closures be released by March 25, 2020 through a media release to the general public and through the Village Update.

CARRIED

6. Public Questions & Comments

None

7. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Enforcement considerations for closures of lands and facilities

Moved/Seconded

THAT the Council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

CARRIED

Moved/Seconded

THAT the meeting be closed to the public on the basis of matters 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 or more of the following:

- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

CARRIED

The meeting was closed to the public at 8:32 p.m.

The meeting was re-opened to the public at 9:24 p.m.

8. Reporting Out From Closed Portion of Meeting

Mayor McLaughlin reported that during the Closed portion of the meeting, Council discussed enforcement options regarding closure of Lions Bay lands and facilities to be in alignment with other jurisdictions and Provincial Health Officer orders and directions.

Council directed staff to hire Bylaw Enforcement Officers to commence as soon as possible and to amend the draft budget to reflect changes to revenues and expenses as a result.

9. Adjournment

Moved/Seconded
THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 9:25 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Report to Council		
Title	2020 Preliminary Budget		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	March 25, 2020	Version	
Issued for	March 26, 2020 Special Council Meeting		

RECOMMENDATION

THAT the report “2020 Preliminary Budget” be received for information purposes.

ATTACHMENTS

1. 2020 Preliminary Budget
2. Preliminary Capital and Supplemental Operating Requests

KEY INFORMATION

At the March 17 Council meeting, staff presented a draft of the 2020 budget that included a proposed 3% tax increase and a 10% infrastructure levy on the tax amount. At the March 24 Special Council meeting, staff were directed to amend the draft budget to reflect the financial impact of the Council directive to close the parks and parking lots and increase bylaw enforcement. The attached budget has been adjusted to include the added cost of additional bylaw enforcement, reduced meter and parking fine revenue and reduced meter costs. The purpose of the attached final draft is to allow Council one further opportunity to review the 2020 preliminary budget (including the proposed tax rate increase) before it is brought back to the next Council meeting as part of the 2020-2024 Five Year Financial Plan.

FOLLOW UP ACTION

Staff will be available to respond to any questions at the March 26, 2020 Council meeting. The 2020 budget will be brought back to the April 7, 2020 Council meeting as part of the



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

2020-2024 Five Year Financial Plan which will be presented for review and discussion. The Bylaw will also be presented for first and second readings.

**The Village of Lions Bay
Preliminary Consolidated Operating Budget 2020**

	2019 Budget	2020 Budget	Change	%
Revenues				
Taxation	1,550,775	1,593,541	42,766	2.8%
Infrastructure Levy	144,658	153,464	8,806	6.1%
Utility Fees and Rates	1,138,127	1,191,782	53,655	4.7%
Fees, Licenses and Permits	177,723	163,629	(14,094)	-7.9%
Grants	2,413,179	670,855	(1,742,324)	-72.2%
Loan Proceeds	380,000	600,000	220,000	57.9%
Net Land Sales	2,353,539	500,000	(1,853,539)	-78.8%
Other Revenue	118,751	114,531	(4,220)	-3.6%
	8,276,752	4,987,802	(3,288,950)	-39.7%
Expenditures				
Administrative Services	1,230,426	1,278,554	48,128	3.9%
Council	66,726	69,619	2,893	4.3%
Emergency Management	53,476	50,517	(2,959)	-5.5%
Fire	326,705	323,190	(3,515)	-1.1%
Bylaw	38,974	44,859	5,885	15.1%
Parks and Recreation	240,370	243,091	2,721	1.1%
Planning and Development	95,973	95,997	24	0.0%
Public Works	518,257	546,869	28,612	5.5%
Water Fund	957,180	1,086,336	129,156	13.5%
Sewer Fund	176,063	107,676	(68,387)	-38.8%
Solid Waste	190,258	195,594	5,336	2.8%
	3,894,408	4,042,302	147,894	3.8%
Surplus / (Deficit)	4,382,344	945,500		
Non-cash items included in Surplus/(Deficit)				
Add back amortization	736,618	788,813		
MFA Actuarial Gain on Debt	(26,901)	(30,481)		
	5,092,061	1,703,832		
Cash items NOT included in Surplus/(Deficit)				
Repayment of Debt Principal	(178,273)	(189,295)		
	4,913,788	1,514,537		
Capital Expenditures - Water		(1,006,070)		
Capital Expenditures - General		-		
Transfer from (to) Reserves:				
Gas Tax Funding		(59,117)		
Transfer from Surplus - Loan		62,232		
Transfer from Surplus - Re-budgets		233,670		
Transfer to Reserves - Net Land Sales		(500,000)		
Transfer to Reserves - Infrastructure Levy		(153,464)		
Water Surplus		(82,882)		
Sewer Surplus		(7,806)		
Solid Waste Surplus		(3,261)		
Cash Surplus		(2,161)		

**Village of Lions Bay
2020 Draft Budget**

Revenues

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Taxation							
General Municipal Property Tax	1,446,609	1,489,938	1,489,972	1,534,636	44,664	3.0%	1
Infrastructure Levy	-	144,658	144,658	153,464	8,806	6.1%	2
Parcel Taxes	10,585	10,585	10,585	10,585	-	0.0%	
Grants in Lieu	47,855	50,218	50,218	48,320	(1,898)	-3.8%	
	1,505,049	1,695,399	1,695,433	1,747,005	51,572	3.0%	
Utility Fees and Rates							
Water User Rates	837,613	879,494	879,494	925,126	45,632	5.2%	
Sewer User Rates	68,034	72,276	72,276	72,276	-	0.0%	
Solid Waste User Rates	183,570	186,697	186,357	194,380	8,023	4.3%	
	1,089,217	1,138,467	1,138,127	1,191,782	53,655	4.7%	
Fees, Licenses and Permits							
Building Permits	54,300	91,797	55,000	65,000	10,000	18.2%	
Temporay Use Permits	2,500	-	-	-	-	n/a	
Board Of Variance Application Fee	2,000	1,500	2,000	2,000	-	0.0%	
Secondary Suite Surcharge Fees	28,307	24,248	28,435	26,550	(1,885)	-6.6%	
Other Permits	(200)	3,205	1,150	1,150	-	0.0%	
Fire Training Programs	600	1,200	1,200	600	(600)	-50.0%	
Recreation Programs	3,124	3,552	2,600	2,600	-	0.0%	
Hall Rental	6,700	4,809	7,000	5,000	(2,000)	-28.6%	
In-Kind Revenue	2,750	-	-	-	-	n/a	
Boat Space Rentals	7,475	5,925	7,625	7,000	(625)	-8.2%	
Rental Agree - BC Ambulance	25,113	25,113	25,113	26,454	1,341	5.3%	
Parking Fines	10,238	22,356	10,000	10,000	-	0.0%	
Parking Passes - Other	1,760	1,320	1,400	2,650	1,250	89.3%	
Parking Meters	22,350	45,745	20,900	-	(20,900)	-100.0%	3
Dog Licences	3,900	3,150	4,000	3,500	(500)	-12.5%	
Filming Revenue	12,150	20,535	8,000	8,000	-	0.0%	

**Village of Lions Bay
2020 Draft Budget**

Revenues

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Tree Cutting Applications	600	675	500	500	-	0.0%	
Tax Information Charges	1,920	1,710	2,000	2,000	-	0.0%	
Miscellaneous	878	2,521	800	625	(175)	-21.9%	
	186,465	259,359	177,723	163,629	(14,094)	-7.9%	
Grants							
Small Community Grant	296,118	296,642	295,000	295,000	-	0.0%	
CWWF Grant	75,532	1,641,372	1,961,229	303,838	(1,657,391)	-84.5%	4
Gas Tax Funding	59,264	118,381	118,381	59,117	(59,264)	-50.1%	
Provincial Government Grants	9,800	-	-	-	-	n/a	
Emergency Financial Assistance (EMBC)	110,553	-	-	-	-	n/a	
Other Grants	22,126	15,455	38,569	12,900	(25,669)	-66.6%	
	573,392	2,071,850	2,413,179	670,855	(1,742,324)	-72.2%	
Other Revenue							
External Borrowing	-	-	380,000	600,000	220,000	57.9%	5
Net Proceeds from Land Sales	-	1,810,716	2,353,539	500,000	(1,853,539)	-78.8%	
Insurance Proceeds	49,965	-	-	-	-	n/a	
Fire Department Callouts Highway	10,110	9,855	12,000	12,000	-	0.0%	
Donations to LB Fire Department	1,650	11,161	8,000	2,000	(6,000)	-75.0%	
Fire Fighter Day Revenue	15,324	20,091	20,000	20,000	-	0.0%	
Tax Penalties and Interest	25,873	22,194	23,250	21,250	(2,000)	-8.6%	
Admin Fees - Schools Taxes	2,966	3,037	2,800	3,000	200	7.1%	
MFA Actuarial Interest	23,456	26,901	26,901	30,481	3,580	13.3%	
Bank Return on Investment	33,517	62,379	25,300	25,300	-	0.0%	
Miscellaneous	13,178	40,190	500	500	-	0.0%	
Water/Sewer Connection Fees	1,200	13,891	-	-	-	n/a	
	177,240	2,020,416	2,852,290	1,214,531	(1,637,759)	-57.4%	
Total Revenues	3,531,363	7,185,490	8,276,752	4,987,802	(3,288,950)	-39.7%	

**Village of Lions Bay
2020 Draft Budget**

Revenues

2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%
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Notes

Notes:

- 1 The revenue includes a 3% increase in the tax rate.
A 1% increase in taxation raises \$14,899.
- 2 The infrastructure levy is calculated as 10% of the current year's taxation.
- 3 The parking meters will not be installed this season as the parking lots will be closed as directed by Council.
- 4 The Clean Water Wastewater Fund (CWWF) grant revenue and related capital expense have been re-budgeted for 2020 as the project was not completed in 2019.
- 5 Further to the December 3, 2019 Council resolution, the Village submitted an application for the 2020 MFA Spring borrowing for water infrastructure (PRV's) which has been approved and will be funded in April.

Village of Lions Bay
2020 Draft Budget

General Fund - Administration

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Expenditures							
Amortization	321,477	-	452,031	452,031	-	0.0%	
Communications	51,787	56,317	56,250	61,500	5,250	9.3%	1
Fiscal Charges	5,657	11,408	6,250	9,150	2,900	46.4%	2
Insurance	34,755	37,258	38,157	42,508	4,351	11.4%	
Internal Allocations	(53,500)	(53,500)	(53,500)	(53,500)	-	0.0%	
Maintenance	3,978	5,451	7,500	7,500	-	0.0%	
Material, Supplies and Equipment	14,103	12,253	22,700	19,200	(3,500)	-15.4%	3
Professional Fees / Contract Services	106,547	68,314	137,800	133,100	(4,700)	-3.4%	4
Salaries and Benefits	524,670	472,143	541,788	585,615	43,827	8.1%	5
Sundry	1,770	1,504	3,600	3,600	-	0.0%	
Training / Professional Development	9,797	11,538	15,850	15,850	-	0.0%	
Utilities	1,878	1,764	2,000	2,000	-	0.0%	
	1,022,919	624,450	1,230,426	1,278,554	48,128	3.9%	

Notes:

- 1 Budget includes increases in the fees for our accounting software (MAIS).
- 2 Budget includes Moneris fees.
- 3 Budget includes a \$4.2k re-budget for the purchase and installation of a fire proof safe for the Village office.

4 Budget is comprised of:

Legal Fees	35,000	
Contract Services - Minute Taking	3,000	
Audit Fees	39,000	
Grant Writing Services	10,000	
General Contract Services	4,000	
Asset Management - Phase 2 (re-budget)	26,500	Offset by 50% grant
Records Management (re-budget)	15,600	
	<u>133,100</u>	

- 5 Salaries include the new 3 day a week administrative assistant position approved by Council.

**Village of Lions Bay
2020 Draft Budget**

General Fund - Council

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Expenditures							
Council Communication	-	686	250	1,200	950	380.0%	1
Office Supplies	260	220	300	300	-	0.0%	
Council Chambers	8,591	39	1,100	-	(1,100)	n/a	
Professional Services	1,262	1,561	2,450	2,000	(450)	-18.4%	
Salaries and Benefits	43,868	50,328	50,876	51,669	793	1.6%	
Council Funded Events	4,072	3,141	5,750	8,500	2,750	47.8%	2
Election	2,420	-	-	-	-	n/a	
Conferences & Conventions	1,850	1,050	4,000	3,000	(1,000)	-25.0%	
Association Dues / Memberships	398	1,350	500	1,450	950	190.0%	3
Travel	2,050	743	1,500	1,500	-	0.0%	
	64,770	59,118	66,726	69,619	2,893	4.3%	

Notes:

- 1 Budget includes software licenses fees.
- 2 Budget includes an increase in funds for volunteer recognition as directed by Council.
- 3 Budget includes annual dues for UBCM and the Federation of Canadian Municipalities (FCM).

**Village of Lions Bay
2020 Draft Budget**

General Fund - Emergency Management

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Expenditures							
Communications	3,167	3,040	3,500	3,500	-	0.0%	
Search and Rescue	2,944	1,979	2,100	2,100	-	0.0%	1
Emergency Support Services (ESS)	524	1,379	5,205	4,350	(855)	-16.4%	2
Maintenance	11,656	4,188	6,800	7,850	1,050	15.4%	
Material, Supplies and Equipment	-	2,114	7,500	7,500	-	0.0%	3
Salaries and Benefits	-	19,095	25,871	21,442	(4,429)	-17.1%	4
Training / Professional Development	50	675	1,000	2,275	1,275	127.5%	5
Utilities	1,013	951	1,500	1,500	-	0.0%	
	19,355	33,421	53,476	50,517	(2,959)	-5.5%	

Notes:

- 1 Search and Rescue phone paid for by the Village and their share of facility maintenance.
- 2 Lions Bay Emergency Social Services (ESS) provides an annual budget to the Village for their expenses which are included in the budget. The Village reimburses ESS for the actual costs incurred.
- 3 Includes \$7,500 for EOC supplies, \$5,000 of which was re-budgeted from 2019.
- 4 Budget is for a part-time Emergency Planning Co-ordinator (2 days per week - one year contract) which commenced in August 2019 and will end in July 2020.
- 5 Includes JIBC courses for all staff.

**Village of Lions Bay
2020 Draft Budget**

General Fund - Fire Department

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Expenditures							
Communications	45,567	47,863	53,700	51,250	(2,450)	-4.6%	
Fiscal Charges	96	148	125	175	50	40.0%	
Interest Payments	3,063	2,445	2,678	2,282	(396)	-14.8%	1
Insurance	14,905	15,382	15,130	17,164	2,034	13.4%	
Maintenance	54,153	49,876	50,450	51,500	1,050	2.1%	
Material, Supplies and Equipment	106,599	61,158	52,500	38,500	(14,000)	-26.7%	2
Salaries and Benefits	93,737	110,790	103,925	117,990	14,065	13.5%	3
Training / Professional Development	25,547	31,329	44,997	41,129	(3,868)	-8.6%	
Utilities	3,142	2,876	3,200	3,200	-	0.0%	
	346,809	321,866	326,705	323,190	(3,515)	-1.1%	

Notes:

- 1 Budget includes interest on the E-Comm radios capital lease.
- 2 Budget includes lower uniform purchases - 2019 budget included the purchase of fire jackets.
- 3 Budget includes increases to shift and callout payments for the volunteers to reflect actual time spent in 2019.

**Village of Lions Bay
2020 Draft Budget**

General Fund - Bylaw Services

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Expenditures							
Communications	1,054	1,256	1,200	1,300	100	8.3%	
Material, Supplies and Equipment	1,419	3,878	3,250	3,250	-	0.0%	
Professional Fees / Contract Services	1,370	744	2,250	2,250	-	0.0%	1
Salaries and Benefits	29,766	27,011	29,774	38,059	8,285	27.8%	2
Training / Professional Development	-	-	2,500	-	(2,500)	-100.0%	
	33,609	32,888	38,974	44,859	5,885	15.1%	

Notes:

- 1 Includes fees for collection agency and bylaw enforcement contract.
- 2 Budgeted for 3 days per week from May 8 to September 20 - 8 hours Friday, 14 hours Saturday, Sunday and stats as well as an additional 28 hours per week for the period March 28 to May 3.

**Village of Lions Bay
2020 Draft Budget**

General Fund - Parks and Recreation

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Expenditures							
Communications	626	594	650	650	-	0.0%	
Grants	25,050	15,107	18,294	17,212	(1,082)	-5.9%	1
Insurance	290	20	500	250	(250)	-50.0%	
Maintenance	53,821	53,809	47,000	51,750	4,750	10.1%	2
Material, Supplies and Equipment	7,756	6,501	7,500	8,500	1,000	13.3%	3
Professional Fees / Contract Services	13,194	8,051	8,100	8,100	-	0.0%	4
Recreation Programs	2,740	3,117	2,300	2,300	-	0.0%	
Salaries and Benefits	156,311	130,430	147,776	147,079	(697)	-0.5%	
Training / Professional Development	-	-	1,250	1,250	-	0.0%	5
Utilities	5,272	4,709	7,000	6,000	(1,000)	-14.3%	
	265,059	222,338	240,370	243,091	2,721	1.1%	

Notes:

- 1 Budget includes the 2020 Municipal Grant requests.
- 2 Budget includes the cost for porta potties (unbudgeted in 2019) and repairs to the beach float.
- 3 Budget includes \$3k for two bear proof garbage cans.
- 4 Budget includes \$8,100 for invasive species eradication.
- 5 The 2019 budget included a Playground course for one staff which has been re-budgeted.

**Village of Lions Bay
2020 Draft Budget**

General Fund - Planning and Development

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Expenditures							
Communications	4,163	1,531	4,000	4,000	-	0.0%	
Professional Fees / Contract Services	15,308	4,374	48,500	48,000	(500)	-1.0%	1
Salaries and Benefits	28,366	30,602	39,973	40,997	1,024	2.6%	
Sundry	144	933	1,000	1,000	-	0.0%	
Training / Professional Development	2,301	1,027	2,500	2,000	(500)	-20.0%	
	50,282	38,466	95,973	95,997	24	0.0%	

Notes:

1 Budget is comprised of:

Building Inspection Services (vacation coverage)	2,000	
Communication Consultant (initiatives per strategic plan)	7,500	(re-budget)
Planning Consultants	25,000	(re-budget)
Charging Station Design	5,500	
Land Surveys	5,000	
Land Appraisals	3,000	
	<u>48,000</u>	

**Village of Lions Bay
2020 Draft Budget**

General Fund - Public Works

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Expenditures							
Communications	7,596	9,788	10,750	10,750	-	0.0%	
Interest Payments	16,649	18,562	22,551	18,514	(4,037)	-17.9%	
Insurance	13,392	22,762	23,586	21,752	(1,834)	-7.8%	
Internal Allocations	(15,000)	(15,000)	(15,000)	(15,000)	-	0.0%	
Maintenance	162,216	179,983	195,334	222,470	27,136	13.9%	1
Material, Supplies and Equipment	42,473	48,892	44,368	46,500	2,132	4.8%	
Professional Fees / Contract Services	25,780	17,818	23,500	17,500	(6,000)	-25.5%	2
Salaries and Benefits	190,536	188,071	200,668	205,783	5,115	2.5%	
Training / Professional Development	3,514	4,019	5,000	11,100	6,100	122.0%	3
Utilities	7,441	6,044	7,500	7,500	-	0.0%	
Total Expenditures	454,597	480,939	518,257	546,869	28,612	5.5%	

Notes:

- 1 The 2019 budget included \$67,745 to complete the work on the KG and one of the two BB railway grade crossings. The work was not completed and has been re-budgeted in 2020 along with funds for the second BB railway grade crossing. Staff have received updated budgets for the work (\$117,950) and have budgeted \$50,205 in 2020 to complete the three crossings (which must be upgraded by 2021).
- 2 Budget includes a \$5,000 re-budget for the balance of the Oceanview drainage study (ISL Engineering).
- 3 Budget includes several group courses for PW staff, including bucket truck and forklift training and occupational first aid.

**Village of Lions Bay
2020 Draft Water Budget**

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Parcel Tax Brunswick Beach	10,585	10,585	10,585	10,585	-	0.0%	
Water User Rates	837,613	879,494	879,494	925,126	45,632	5.2%	1
Secondary Suite Fees	21,056	18,289	21,056	20,000	(1,056)	-5.0%	2
Connection Fees	1,200	13,891	-	-	-	n/a	
CWWF Grant	75,532	1,641,372	1,961,229	303,838	(1,657,391)	-84.5%	3
Other Grants	7,450	2,550	2,550	-	(2,550)	-100.0%	
Loan Proceeds	-	-	-	600,000	600,000	n/a	4
Emergency Financial Assistance (EMBC)	110,553	-	-	-	-	n/a	
Other - MFA Actuarial Gain	19,902	22,869	22,869	25,952	3,083	13.5%	
Total Revenues	1,083,890	2,589,050	2,897,783	1,885,501	(1,012,282)	-34.9%	
Amortization	161,786	263,626	263,626	310,526	46,900	17.8%	
Communications	2,775	2,787	2,900	2,900	-	0.0%	
Interest Payments	89,146	57,336	57,336	64,728	7,392	12.9%	
Emergency Repairs	110,553	-	-	-	-	n/a	
Insurance	26,446	26,649	26,649	35,175	8,526	32.0%	
Maintenance	50,363	55,741	45,500	107,665	62,165	136.6%	5
Material, Supplies and Equipment	45,059	39,391	46,000	46,000	-	0.0%	
Professional Fees / Contract Services	46,421	55,289	64,063	65,000	937	1.5%	6
Salaries and Benefits	282,493	305,265	362,376	363,342	966	0.3%	
Sundry	15,931	15,829	17,500	18,500	1,000	5.7%	
Training / Professional Development	4,894	3,842	3,480	4,750	1,270	36.5%	7
Utilities	11,976	11,620	12,750	12,750	-	0.0%	
Internal Allocations	55,000	55,000	55,000	55,000	-	0.0%	
Total Expenditures	902,843	892,373	957,180	1,086,336	129,156	13.5%	
Surplus / (Deficit)	181,047	1,696,677	1,940,603	799,165			

**Village of Lions Bay
2020 Draft Water Budget**

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Amortization	161,786	263,626	263,626	310,526			
MFA Actuarial Gain on Debt	(17,328)	(22,869)	(22,869)	(25,952)			
Cash Surplus	325,505	1,937,434	2,181,360	1,083,739			
Capital Expenditures	(91,003)	(1,997,548)	(2,420,426)	(1,006,070)			8
Repayment of Debt Principal	(53,021)	(62,832)	(62,862)	(63,019)			
Draw from Surplus (loan)	15,471	336,185	401,697	62,232			
Draw from Surplus (re-budget)		14,760	23,063	6,000			9
Transfer (from) to Water Surplus	196,952	227,999	122,832	82,882			

Notes:

- 1 The revenue includes a 5% increase in user rates.
- 2 Secondary suite fees are based on the actual number of suites paid in 2019 (30).
- 3 The Clean Water Wastewater Fund (CWWF) grant revenue and related capital expense have been re-budgeted for 2020 as the project was not completed in 2019.
- 4 Further to the December 3, 2019 Council resolution, the Village has submitted an application for the 2020 MFA Spring borrowing.
- 5 Budget includes additional water maintenance requirements mandated by Vancouver Coastal Health as part of routine operations and maintenance, \$25k for a watermain upgrade for a section of road in Brunswick Beach and additional hydrant and intake maintenance.

**Village of Lions Bay
2020 Draft Water Budget**

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
6 Budget is comprised of:							
Rock Slope Remediation		30,000					
UBC Hydrology Study Contribution		8,000	(includes \$6k re-budget)				
General Contract Services		15,000					
Water Testing		12,000					
		<u>65,000</u>					

- 7 Budget includes a group Confined Space Entry course for all PW staff.
- 8 Capital Expenditures include the balance of the CWWF Water Tank and three PRV's.
- 9 Re-budget is comprised of the UBC Hydrology Study contributions for the years 2017-2019 which were budgeted but have not been paid.

**Village of Lions Bay
2020 Draft Solid Waste Budget**

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Garbage User Fees	183,570	186,697	186,357	194,380	8,023	4.3%	1
Secondary Suite Fees	4,690	3,942	4,690	4,200	(490)	-10.4%	2
Miscellaneous Revenue	296	424	275	275	-	0.0%	
Total Revenues	188,556	191,063	191,322	198,855	7,533	3.9%	
Supplies and Education	103	806	500	750	250	50.0%	
NS Transfer Station Agreement	-	1,500	1,500	1,500	-	0.0%	
Collection Contract	49,907	50,535	50,791	53,169	2,378	4.7%	3
Recycle Removal Contract	50,887	50,786	52,972	52,704	(268)	-0.5%	3
Green Waste Contract	73,910	69,889	69,780	72,571	2,791	4.0%	3
Prompt Payment Discounts	5,082	4,951	5,215	5,400	185	3.5%	
Internal Allocations	9,500	9,500	9,500	9,500	-	0.0%	
Total Expenditures	189,389	187,969	190,258	195,594	5,336	2.8%	
Surplus / (Deficit)	(833)	3,094	1,064	3,261			

Notes:

- 1 The revenue includes a 4.0% increase in residential user rates (equates to \$14 increase over 2019 rates per household).
- 2 Secondary suite fees are based on the actual number of suites paid in 2019 (30).
- 3 Garbage, recycling and green waste costs will increase by 4% in 2019 due to an increase in Metro Vancouver disposal costs.

**Village of Lions Bay
2020 Draft Sewer Budget**

	2018 Actual	YTD Actual 2019	2019 Budget	2020 Budget	Change	%	Notes
Utility Fees and Rates	68,034	72,276	72,276	72,276	-	0.0%	1
Secondary Suite Fees	2,561	2,017	2,689	2,350	(339)	-12.6%	2
Connection Fees	-	-	-	-	-	n/a	
Total Revenues	70,595	74,293	74,965	74,626	(339)	-0.5%	
Amortization	14,407	20,961	20,961	26,256	5,295	25.3%	
Communications	-	-	700	700	-	0.0%	
Insurance	2,470	3,498	3,498	3,057	(441)	-12.6%	
Maintenance	33,222	37,683	44,500	29,000	(15,500)	-34.8%	3
Material, Supplies and Equipment	50	-	6,100	11,150	5,050	82.8%	4
Professional Fees / Contract Services	1,763	14,864	75,000	9,000	(66,000)	-88.0%	5
Salaries and Benefits	12,895	18,014	13,979	17,888	3,909	28.0%	6
Sundry	1,943	1,991	2,125	2,125	-	0.0%	
Training / Professional Development	629	367	2,700	2,000	(700)	-25.9%	7
Utilities	2,309	1,401	2,500	2,500	-	0.0%	
Internal Allocations	4,000	4,000	4,000	4,000	-	0.0%	
Total Expenditures	73,689	102,779	176,063	107,676	(68,387)	-38.8%	
Surplus / (Deficit)	(3,094)	(28,486)	(101,098)	(33,050)			
Amortization	14,407	20,961	20,961	26,256			
Cash Surplus / (Deficit)	11,313	(7,525)	(80,137)	(6,794)			
Capital Expenditures	-	-	(95,000)	-			8
Transfer from Surplus - Re-Budgets	-	5,000	7,100	14,600			9
Transfer (from) to Sewer Surplus	11,313	(2,525)	(168,037)	7,806			

Village of Lions Bay
2020 Draft Sewer Budget

Notes:

- 1 The revenue includes a 0% increase in user rates.
- 2 Secondary suite fees are based on the actual number of suites paid in 2019 (7).
- 3 Budget includes \$20k for the annual treatment plant pump-out.
- 4 Budget includes \$4k for confined space rescue equipment and \$6.4k for a microscope.
- 5 Budget includes \$6.5k for a re-budget of the balance of the EHD Consulting fees for the RBC Replacement RFP.
- 6 The portion of PW salaries allocated to the sewer fund was increased to better reflect the actual time spent on sewer tasks.
- 7 Budget includes a group Confined Space Entry course for all PW staff and a Wastewater course for one staff.
- 8 Capital will include the replacement of the Wastewater Treatment Plant. Funding options (including a parcel tax) will be considered by Council when the costs have been determined.

9 Re-budgets include:

Material, Supplies and Equipment	6,100	
EHD Consulting - RBC Replacement RFP	6,500	
Training / Professional Development	2,000	14,600

These items were budgeted in 2019 but will not be purchased/completed until 2020.

**Village of Lions Bay
2020 Budget - Proposed Capital and Supplemental Requests**

Description	Amount	Notes
Operating		
Extend DEPC Contract:		
<i>Currently budgeted to end of July 2020 at 2 days per week</i>		
<i>Annual Cost of Position - 2 days per week - \$36,164</i>		
1 day per week to end of year (5 months)	7,573	
2 days per week to end of year (5 months)	add'l cost 7,573	
Extend to Jan - July 2021 - 1 day per week - in 5 Year Plan (\$10,548)		
Extend to Jan - July 2021 - 2 days per week - in 5 Year Plan (\$10,548)		
Building Inspection Services		
Training hours / BOABC Courses	to be discussed in closed	
	<hr style="width: 100%; border: 0.5px solid black;"/>	
	-	-
Increase in Bylaw Officer's Hours	6,000	
One extra eight hour day of bylaw enforcement during mid week throughout summer. <i>(addressed with PW deputization?)</i>		
Phase 3 Asset Management		
Phase 3 of the Asset management plan to be funded by a potential grant	to be discussed in closed	Expenditure Grant
	<hr style="width: 100%; border: 0.5px solid black;"/>	
	-	-
Total Operating Supplementals	<hr style="width: 100%; border: 0.5px solid black;"/> 46,446 <hr style="width: 100%; border: 0.5px solid black;"/>	

**Village of Lions Bay
2020 Budget - Proposed Capital and Supplemental Requests**

Description	Amount	Notes
<p>Bayview Road Drainage and Water Improvement Project ICIP Grant Application submitted February 2020 - decision anticipated early 2021. If successful, staff will submit an application for MFA Borrowing for Fall 2021. If unsuccessful, could consider increasing borrowing to the remaining balance of Loan Authorization Bylaw (\$1.94 M).</p>	<p style="text-align: center;">to be discussed in closed</p> <hr/> <p style="text-align: center;">-</p>	<p>Capital Expenditure ICIP Grant MFA Loan</p>
<p>Lions Bay Beach Park Revitalization Project ICIP Grant Application submitted January 2019 - decision anticipated March 2020. If unsuccessful, funds available (through re-budgets and donations) to complete playground and kayak rack.</p>	<p style="text-align: center;">to be discussed in closed</p> <hr/> <p style="text-align: center;">-</p>	<p>Capital Expenditure ICIP Grant Draw from Reserves</p>
<p>3 PRV Station Project (Upper) Bayview Road PRV, Mountain Drive PRV and PRV next to LB Community School</p>	<p style="text-align: center;">to be discussed in closed</p> <hr/> <p style="text-align: center;">-</p>	<p>Capital Expenditure Balance of CWWF Grant/Loan MFA Loan</p>
<p>Kelvin Grove Wastewater Treatment Plant To be funded through a draw from sewer surplus and a parcel tax.</p>	<p style="text-align: center;">1,085,077 (200,000) (885,077)</p> <hr/> <p style="text-align: center;">-</p>	<p>Capital Expenditure Sewer Surplus Parcel Tax Revenue</p>
<p>Upper Bayview Survey and design of watermain, roads, and drainage</p>	<p style="text-align: right;">90,000</p>	
<p>Construction of Water Main Replacement on Creekview Place (constructed by staff)</p>	<p style="text-align: right;">65,000</p>	
<p>Survey, design and construction to upsize Water Main on Inlet/Outlet of Phase IV Tank (constructed by staff)</p>	<p style="text-align: right;">20,000</p>	

**Village of Lions Bay
2020 Budget - Proposed Capital and Supplemental Requests**

Description	Amount	Notes
High Priority Bridge Repairs on Eight Bridges	99,500	
EV Charging Station	80,000	Capital Expenditure
Staff to apply for a grant for the project when the intake is released.	<u>(60,000)</u>	Grant
Currently, grants are covering 75% of project costs. Annual operating costs to be determined.	20,000	20,000
Lions Bay Avenue Stairs to Bus Stop	80,000	Capital expenditure
A Translink grant has been awarded (50% of cost to a maximum of \$40k)	<u>(40,000)</u>	TransLink Grant (awarded)
The project must be completed by 2021.	<u>(40,000)</u>	2019 re-budget
	-	-
Kelvin Grove Stairs to Beach	25,000	
	<u>(25,000)</u>	Draw from restricted land reserve
	-	-
Lions Bay Beach Park - Kayak Rack	20,000	
(could use re-budget to put towards Village's share of LBBP project if grant application is successful)	<u>(20,000)</u>	2019 re-budget
	-	-
Lions Bay Beach Park - Playground	40,000	
(could use funds to put towards Village's share of LBBP project if grant application is successful)	<u>(40,000)</u>	Fundraising
	-	-
Bike Park		5,000
Consider: location, maintenance and upkeep, liability, budget sufficiency)		
Emergency Generator(s)	65,000	Capital expenditure
(Could use \$30k for one generator for office only)	<u>(30,000)</u>	2019 re-budget
	35,000	35,000
Septic Field - Klatt Building		45,000

**Village of Lions Bay
2020 Budget - Proposed Capital and Supplemental Requests**

Description	Amount	Notes
Admin - Office Laptop (Replacement)	2,000	
PW - Various Road Paving (will request an additional \$125,000 in 2021 and 2022)	125,000 <u>(88,000)</u> 37,000	Re-budget of prior years' unused funds
PW - Culvert replacements (minor)	25,000	
Fire Department - Burn Building	20,000 <u>(20,000)</u> -	Capital expenditure 2019 re-budget
Fire Capital:		
Turn-Out Gear	10,000	
Hose & Fittings	2,000	
SCBA	4,500	
Pagers	4,000	
IPADS for trucks	2,000	
Rip Run Router Setup Printer	3,000	
Security Cameras for Pit	1,500 <u>(22,500)</u> 4,500	2019 re-budget of unspent capital
Fire Hall Expansion 2020 - design, building permit, tender, start process. Complete in 2021.	50,000	
Geohazard mitigation of Alberta Creek debris Flow Risk to Mountainview		tbd
	<u>544,446</u>	
		- Taxation (at 3%)
	<u>544,446</u>	Draw from Surplus
	<u>544,446</u>	

March 26, 2020 - Special Council Meeting - Page 47 of 204



Royal Gendarmerie
Canadian royale
Mounted du
Police Canada

Security Classification/Designation
Classification/désignation sécuritaire

Unclassified

Inspector Kara TRIANCE
OIC Sea to Sky RCMP
1000 Finch Drive
Squamish, BC
V8B 0M5

Your File Votre référence

Village of Lions Bay
400 Centre Road
Lions Bay, BC
V0N 2E0

Our File Notre référence

2020-03-05

To Whom it May Concern,

Lions Bay Activity Report
Report period: January and February 2020

The following is a list describing Calls for Service to the RCMP from in and around the area of Lions Bay.

HWY 99 (within boundaries of Lions Bay):

Traffic - Moving / Non-Moving / Insurance Violations x 16
Impaired Driving Investigations x 2
Collision - Damage Over / Under \$10000 / Non-fatal / Fatal x 3
Prevention of Collision (debris, stalled vehicles, animals, pedestrians on shoulder) x 5
Parking Violations x 0
Other remaining call types x 2

28 Calls for Service

Lions Bay Village:

Cause Disturbance / Breach of Peace x 2
911 - False / Abandoned x 3
False Alarms x 1
Stranded Person - location known x 0
Theft of Vehicle / Theft from Motor Vehicle x 1
Theft Under / Over \$5000 x 0
Break and Enter Residence / Business x 1
Mischief x 1
Bylaw x 1
Other investigations x 13 (of which 3 lost property reports)

23 Calls for Service

Total = 51

Should you have any questions, please do not hesitate to contact the Squamish RCMP Detachment at (604)892-6100.

Kind regards,

K. (Kara) TRIANCE, O.3086 (Insp)
OIC Sea to Sky RCMP

/hm

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	March 18, 2020	Version	1
Issued for	March 26, 2020 Special Council Meeting		

Recommendation:

- (1) THAT Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020 be adopted.

Attachments:

- (1) Draft Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020
- (2) Draft Consolidation of Council Procedures Bylaw No. 476, 2015, as amended

Key Information:

The following outlines the reasons for amending Council Procedures Bylaw No. 476, 2015:

- Section 8 (2) (a) is amended to provide Council with greater flexibility in setting the annual schedule of Regular Council Meeting dates.
- Section 9 (1) is amended to reflect a change of date of notice for the schedule of regular Council meetings.
- Section 11 (3) of the Procedures Bylaw is amended to clarify the number of Council or Committee Members that can participate in a meeting by means of electronic or other communication facilities if they are unable to attend a Regular or Special Council or Committee Meeting.
- Section 18 (3) of the Procedures Bylaw is amended to correct the section it refers to.
- Section 34 (9) (b) of the Procedures Bylaw is amended to correct the section it refers to.

Options:

- (1) Adopt the bylaw;
- (2) Amend the bylaw, and then adopt it;



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

(3) Send the bylaw back to staff with other instructions.

Preferred Option: Adopt the bylaw.

Legal Considerations: Compliance with statutory requirements for amendment of procedure bylaws is important to ensure that subsequent Council decisions in meetings utilizing the amended provisions are not challenged in the future.

Follow Up Action and Communication Plan: Notice was published in a newspaper circulated locally over two consecutive weeks (Pique newsmagazine) as required by the *Community Charter*. Notice also appeared in the Village Update.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as “Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020”.
2. Section 8 (2) (a) of Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020 (the “Procedures Bylaw”) is amended by striking the words: “on the first and third Tuesday of” and substituting therefore the words: “at least once”.
3. Section 9 (1) of Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020 is amended by striking the number “15” and substituting the number “31”.
4. Section 11 (3) of the Procedures Bylaw is amended by striking the entire subsection and substituting the following: “All Council Members or Committee Members, other than the Chair of the meeting, may participate simultaneously at a meeting under s. 11(1)(b)”.
5. Section 18 (3) of the Procedures Bylaw is amended by striking the number “(3)” and substituting the number “(4)”.
6. Section 34 (9) (b) of the Procedures Bylaw is amended by striking the number “35” and substituting the number “34”.

READ A FIRST TIME

March 17, 2020

READ A SECOND TIME

March 17, 2020

READ A THIRD TIME

March 17, 2020

ADOPTED

March 26, 2020

Mayor

Corporate Officer

Certified a true copy of Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 575, 2020, as adopted.

Corporate Officer



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Council Procedures Bylaw No. 476, 2015

Office Consolidation

This document is an office consolidation of Council Procedures Bylaw No. 476, 2015 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version Council Procedures Bylaw No. 476, 2015, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted
529	All	Various amendments	July 4, 2017
575	Alls. 2 s.3 s.4 & 5	Various amendments Council Meeting Schedule Electronic Meetings Sundry clerical amendments	

**Bylaw No. 476, 2015
Council Procedures 2015**

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**THE VILLAGE OF LIONS BAY
BYLAW NO. 476**

Council Procedures

The Council of the Municipality of the Village of Lions Bay deems it expedient to provide for Council meeting and Committee meeting procedures pursuant to the Community Charter Council, in open meeting assembled, enacts as follows:

PART 1 – INTRODUCTION

TITLE

1. This Bylaw may be cited as the “COUNCIL PROCEDURES BYLAW NO. 476, 2015”.

SEVERABILITY

2. If a portion of this Bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this Bylaw is deemed to have been adopted without the severed portion.

PREVIOUS BYLAW REPEAL

3. Council Procedures Bylaw No. 453, 2012 is hereby repealed.

DEFINITIONS

4. In this Bylaw:

“Chair” means the Council Member identified to preside over Council proceedings;

“Committee” means a standing, select, or other Committee of Council, but does not include the Council Strategy Committee (CSC);

“Corporate Officer” means the Chief Administrative Officer of the Village or his or her delegate;

“Correspondence” means documentation submitted to the Village, either electronically or in hard copy, which:

- (a) is addressed specifically to Council or a majority of Council Members; or
- (b) that the Corporate Officer determines, based on the content, should be included as Council Correspondence.

“Committee Member” means a member of a Committee, as appointed by Council or the Mayor;

“Committee Meeting” means a meeting of a Select or Standing Committee of Council;

“Council” means the Council of the Village of Lions Bay;

“Council Meeting” means an Inaugural, Regular or Special Council Meeting, as the context requires;

“Council Member” means a member of Council, being the Mayor or a Councillor;

“Council Strategy Committee (CSC)” means a Committee of all council members, of which the Mayor and all Councillors are members for the purpose of strategic goal planning;

[Amended by Bylaw No. 529, 2017]

“Councillor” means a Council Member of the Village of Lions Bay, excluding the Mayor;

“Inaugural Council Meeting” means the Council Meeting at which the Mayor and Councillors elected at the most recent general local election are sworn in;

“Mayor” means the Mayor, but not the Acting Mayor, of the Village;

“Motion” means a formal proposal made by a Council Member at a Council Meeting whereby Council approves or orders a specified course of action;

“Municipal Hall” means the Village of Lions Bay Office located at 400 Centre Road, Lions Bay, BC, V0N 2E0;

“Point of Information” means the procedure pursuant to which a Council Member may ask the Chair to require further information on the subject being debated;

“Point of Order” means a procedure by which a Council Member interrupts another speaker to ask the Chair to rule on a procedural matter immediately;

“Public Notice Posting Places” means the notice boards at the Municipal Hall and Village post office as well as the Village website;

“Quorum” means:

- (a) in the case of Council, a majority of the number of Council Members of which the Council consists under the Community Charter; and
- (b) in the case of a Committee or other body, a majority of the voting Committee Members appointed.

“Recorder” means the staff member, contractor, Council Member or Committee Member assigned to take the minutes at a Council Meeting or Committee Council Meeting;

“Regular Council Meeting” means a Council Meeting of the Council, other than a Special or Inaugural Council Meeting, held under Part 2;

“Special Council Meeting” means a Council Meeting of the Council, other than a Regular or Inaugural Council Meeting, held under Part 2;

“Village” means the Municipality of the Village of Lions Bay;

“Village Website” means the information resource found at an internet address provided by the Village.

INTERPRETATION

5. Reference in this Bylaw to:
- (1) A numbered Section or Part is a reference to the correspondingly numbered Section or Part of this Bylaw.
 - (2) The plural is to be considered to be a reference also to the singular, unless the context otherwise requires.
 - (3) A resolution or vote of Council is a reference to a resolution or vote passed by the affirmative vote of a majority of Council Members present and entitled to vote on the matter except as otherwise provided by the Community Charter or this or any other Bylaw of the Village.

APPLICATION OF RULES OF PROCEDURE

6. (1) The provisions of this Bylaw govern the proceedings of Council, CSC and all standing and select Committees of Council, as applicable.
- (2) In cases not provided for under this Bylaw, the New Robert's Rules of Order, 11th edition, apply to the proceedings of Council, CSC, and Committees to the extent they are:
- (a) applicable in the circumstances; and
 - (b) not inconsistent with provisions of this Bylaw or the Community Charter.

PART 2 – COUNCIL MEETINGS

INAUGURAL MEETING

7. (1) Following a general local election, the Inaugural Council Meeting must be held on the first Tuesday in the month following a general election.

- (2) If a Quorum of Council Members elected at the general local election has not taken office by the date of the Council Meeting referred to in Section 7(1), the first Council Meeting must be called by the Corporate Officer and held as soon as reasonably possible after a Quorum has taken office.

TIME AND LOCATION OF MEETINGS

8. (1) All Council Meetings must take place within the Council Chambers of the Municipal Hall except when Council resolves to hold Council Meetings elsewhere. Except in the case of a Council Meeting outside Municipal boundaries, Council may pass a Resolution to hold a Council Meeting outside of Municipal Hall at the commencement of that Council Meeting. Meetings, hearings or other proceedings referred to in Section 134.1 (1) may be held outside the boundaries of the Village of Lions Bay.

[Amended by Bylaw No. 529, 2017]

- (2) Regular Council Meetings must:

- (a) be held ~~on the first and third Tuesday of~~ at least once each month, excepting August; [Amended by Bylaw No. 575, 2020]
- (b) begin at 7:00 p.m.; and
- (c) be adjourned by 10:00 p.m. on the day scheduled for the Council Meeting unless Council resolves to proceed beyond that time in accordance with Section 40(1).

- (3) Regular Council Meetings may:

- (a) be cancelled by a resolution of Council, provided that two consecutive Council Meetings are not cancelled; or
- (b) be rescheduled to a different day, time and place by Council resolution, provided the Corporate Officer is given at least 2 days written notice.

[Amended by Bylaw No. 529, 2017]

- (4) When a Regular Council Meeting date is cancelled or rescheduled pursuant to section 8(3) notice shall be provided in accordance with Sections 9(2) and 9(3).

[Amended by Bylaw No. 529, 2017]

NOTICE OF REGULAR COUNCIL MEETINGS

9. (1) The Corporate Officer must, at Public Notice Posting Places, annually before January ~~15~~ 31 post a schedule of the dates, times and places of Regular Council Meetings.

[Amended by Bylaw No. 575, 2020]

- (2) The Council may cancel or reschedule a Regular Council Meeting under Section 8 (3) or call a Special Council Meeting under Section 10. The Corporate Officer must, as soon as practicable;

- (a) post a notice at the Public Notice Posting Places which indicates revisions to the date, time and place of a Regular Council Meeting or cancellation of a Regular Council Meeting; and
 - (b) revise the schedule referred to in Section 9(1).
- (3) Subject to Section 9(2) the Corporate Officer must give public notice of a Regular Council Meeting at least 24 hours before the date of the Council Meeting.
- (4) If the agenda for a Council Meeting contains a proposed resolution to close all or part of that Council Meeting to the public, the notices must state the basis under the Community Charter on which all or part of the Council Meeting is to be closed, but the notice must not otherwise describe the matter in respect of which all or part of the Council Meeting is to be closed. Nothing herein precludes Council from passing a resolution to close a Regular Meeting and stating the basis for doing so, notwithstanding failure to provide advance notice.

[Amended by Bylaw No. 529, 2017]

NOTICE OF SPECIAL MEETINGS

10. (1) A Special Council Meeting may be called in compliance with applicable enactments.
- (2) Except where notice of a Special Council Meeting is waived by unanimous vote of all Council Members as required under the Community Charter, a notice of the date, time, and place of a Special Council Meeting must be given at least 24 hours before the time of Council Meeting by:
- (a) posting a copy of the notice at the Public Notice Posting Places;
 - (b) leaving one copy of the notice for each Council Member in the Council Member's mailbox at Municipal Hall; and
 - (c) contacting each Council Member by telephone (or leaving a recorded message) or by email to their municipal email address.
- (3) The notice under Section 10(2) must describe in general terms the purpose of the Council Meeting.
- (4) If the agenda for the Special Council Meeting contains a proposed resolution to close all or part of that Council Meeting to the public, the notices must state the basis under the Community Charter on which all or part of the Council Meeting is to be closed, but the notice must not otherwise describe the matter in respect of which all or part of the Council Meeting is to be closed. Nothing herein precludes Council from passing a resolution to close a Special Meeting and stating the basis for doing so, notwithstanding failure to provide advance notice.

[Amended by Bylaw No. 529, 2017]

ELECTRONIC MEETINGS

11. (1) Provided the conditions set out in the Community Charter are met:
 - (a) a Special Council Meeting may be conducted by means of electronic or other communication facilities;
 - (b) a Council or Committee Member who is unable to attend at a Regular or Special Council Meeting or a CSC Meeting, as applicable, may participate, including voting, in the Meeting by means of electronic or other communication facilities.
- (2) The chair at a Regular or Special Council Meeting, or CSC Meeting, must not participate electronically.
- (3) ~~No more than 2-4 Council Members or Committee Members at one time may participate at a Meeting under Section 11(1)(b).~~ **All Council members or Committee members or Committee members, other than the Chair of the meeting, may participate simultaneously at a meeting under s. 11(1)(b)**
-[Amended by Bylaw No. 575, 2020]
- (4) A Regular or Special Council Meeting or CSC Meeting will not be cancelled due to the unavailability, failure or malfunction of electronic or communications facilities, as long as a Quorum still exists.
- (5) Staff, consultants and other invited persons may participate at a meeting under Section 11.
[Amended by Bylaw No. 529, 2017]

ANNUAL MEETING

12. The Corporate Officer must give notice of the Council Meeting or other public meeting in respect of which Council has resolved to consider:
 - (a) the annual report prepared under the Community Charter; and
 - (b) submissions and questions from the public;By giving public notice by:
 - (a) posting notice of the date, time and place of such meeting in the Public Notice Posting Places; and
 - (b) publishing notice of the date, time and place of such meeting in accordance with the Community Charter.

PART 3 - DESIGNATION OF MEMBER TO ACT IN PLACE OF MAYOR

13. Annually at the Inaugural Council Meeting, Council must, from amongst the Council Members, designate Councillors to serve as the Council Member responsible for acting in the place of the Mayor (“Acting Mayor”) when the Mayor is absent or otherwise unable to act or when the office of Mayor is vacant.
14. Each Councillor designated under Section 13 must fulfill the responsibilities of the Mayor in his or her absence and has the same powers and duties as the Mayor in relation to the applicable matter.
15. If both the Mayor and the Council Member designated under Section 13 are absent from the Council Meeting, the Council Members present must choose a Councillor to preside at the Council Meeting.

PART 4 – COUNCIL PROCEEDINGS

COMMUNITY CHARTER PROVISIONS

16. Matters pertaining to Council proceedings are governed by the Community Charter including those provisions found in Division 3 of Part 4 and Division 2 of Part 5.

ATTENDANCE OF PUBLIC AT MEETINGS

17.
 - (1) Except where the provisions of Section 90 of the Community Charter apply, all Council Meetings must be open to the public.
 - (2) Before closing a Council Meeting or part of a Council Meeting to the public, Council must pass a resolution in a public Council Meeting in accordance with Section 92 of the Community Charter.
 - (3) This section applies to all Council Meetings of the bodies referred to in Section 93 of the Community Charter, including without limitation:
 - (a) Council Strategy Committee;
 - (b) Standing and Select Committees;
 - (c) Parcel Tax Review Panel; and
 - (d) Board of Variance.
 - (4) Despite Section 17(1), the Mayor, or the Councillor designated as the Council Member responsible for acting in the place of the Mayor under Section 13, may expel or exclude from a Council Meeting a person in accordance with Section 27(4) of this bylaw.

MINUTES OF MEETINGS TO BE MAINTAINED AND AVAILABLE TO PUBLIC

18. (1) Minutes of the proceedings of Council must:
- (a) be legibly recorded, with decisions and action items clearly noted;
 - (b) generally reflect the nature of business which occurred;
 - (c) be certified as correct by the Corporate Officer; and
 - (d) be signed by the Mayor, or other Council Member presiding at the Council Meeting, and the Corporate Officer once adopted by Council.
- (2) Verbatim transcription of statements and commentary will not be captured in the official minutes. Persons addressing Council, either as a Delegation or during participatory periods of the Council Meeting, may provide the Recorder with a transcript of their comments at the Council Meeting, for inclusion with the filing of the official Agenda package. Documents will not be received after the Council Meeting has concluded.
- (3) Subject to Section 18(3) ~~(4)~~, and in accordance with the Community Charter, minutes of the proceedings of Council must be open for public inspection at the Municipal Hall during its regular office hours.
- [Amended by Bylaw No. 575, 2020]
- (4) Section 18(3) does not apply to minutes of a meeting or that part of a meeting from which persons were excluded under Section 90 of the Community Charter.
- (5) Council Meetings and CSC Meetings other than portions closed pursuant to Section 90 of the *Community Charter*, shall be audio recorded and posted to the municipal website as an audio file. Recordings of other meetings shall not be made public and are strictly for the assistance of the recording secretary.

[Amended by Bylaw No. 529, 2017]

CALLING MEETING TO ORDER

19. (1) As soon after the time specified for a Council Meeting as there is a Quorum present, the Chair must call the Council Meeting to order.
- (2) If a Quorum of Council is present but neither the Mayor nor the Councillor designated as the Council Member responsible for acting in the place of the Mayor under Section 13 attend within 15 minutes of the scheduled time for a Council Meeting:
- (a) the Corporate Officer must call to order the Council Members present; and
 - (b) the Council Members present must choose a Council Member to preside at the Council Meeting until:
 - i) either the Mayor or the Councillor designated as the Council Member responsible for acting in the place of the Mayor under Section 13 arrives; or

- ii) the end of the Council Meeting.
- (3) If the Mayor or the Councillor designated as the Council Member responsible for acting in the place of the Mayor under Section 13 arrives after commencement of a Council Meeting, he or she will assume the role of Chair upon arrival.

ADJOURNING MEETING WHERE NO QUORUM

- 20. If there is no Quorum of Council present within 15 minutes of the scheduled time for a Regular Council Meeting the Corporate Officer must:
 - (a) record the names of the Council Members present and those absent and adjourn the Council Meeting until the next scheduled Council Meeting; and
 - (b) place all business on the agenda that is not dealt with at that Regular Council Meeting on the agenda for the next Regular Council Meeting.
- 21. If a Quorum of Council is lost during a Council Meeting, the Corporate Officer must record the names of the Council Members present and those absent, and temporarily adjourn the Council Meeting until a Quorum is present. If a Quorum does not reconvene, Section 20 will apply.

AGENDA

- 22. (1) Prior to each Council Meeting, the Corporate Officer must prepare an agenda setting out all the items for consideration at that Council Meeting, noting the options and recommendations, if any, for each item on the agenda.
- (2) The deadline for submissions to the Corporate Officer of items for inclusion on the Council Meeting agenda must be noon on the Thursday prior to the Council Meeting. Electronic submissions are to be emailed to agenda@lionsbay.ca.
- (3) The Corporate Officer must make the agenda available to the Council Members and the public at least 24 hours before a regular Council Meeting, except with respect to any part of the meeting that is closed to the public, in which case the agenda shall only be provided to Council members.

[Amended by Bylaw No. 529, 2017]
- (4) Council must not consider any matters not listed on the agenda unless a new matter for consideration is properly introduced as a late item pursuant to Section 24.

ORDER OF PROCEEDINGS AND BUSINESS

- 23. (1) Unless otherwise resolved by Council, the agenda for all Regular Council Meetings contains the following matters in the order in which they are listed below:
 - (a) Adoption of Agenda
 - (b) Public Participation

- (c) Delegations (requests to address Council)
- (d) Receipt and Approval of Minutes
- (e) Business Arising from the Minutes
- (f) Unfinished Business
- (g) Reports
- (h) Resolutions
- (i) Bylaws
- (j) Correspondence
- (k) New Business
- (l) Public Questions & Comments
- (m) Closed Council Meeting (when applicable)
- (n) Reporting Out from Closed Meeting (when applicable)
- (o) Adjournment

[Amended by Bylaw No. 529, 2017]

- (2) Particular business at a Council Meeting must in all cases be taken in the order in which it is listed on the agenda unless otherwise resolved by Council.

LATE ITEMS

- 24. (1) An item of business not included on the agenda must not be considered at a Council Meeting unless introduction of the late item is approved by Council at the time the agenda is approved.
- (2) If Council makes a resolution under Section 24(1), information pertaining to late items must be distributed to the Council Members and the Recorder.

VOTING AT MEETINGS

- 25. (1) The following procedures apply to voting at Council Meetings:
 - (a) when debate on a matter is closed, the Chair must put the matter to a vote of Council Members. For the purpose of this section and subsequent sections 'put' or 'putting' refers to putting the Motion to a vote.
 - (b) when Council is ready to vote, the Chair must put the matter to a vote by stating:
 - "All in favour?" and then "Opposed?" Council Members will indicate their preference by show of hands when the question is called.
 - (c) when the Chair is putting the matter to a vote under Sections 25(1)(a) and (b) a Council Member must not:
 - (i) cross or leave the room, or
 - (ii) interrupt the voting procedure under Section 25(1)(b) unless the interrupting Council Member is raising a Point of Order;

- (d) after the Chair puts the question to a vote under Section 25(1)(b), a Council Member must not speak to the question or make a Motion concerning it;
- (e) the Chair's decision about whether a question has been finally put is conclusive;
- (f) whenever a vote of Council on a matter is taken, each Council Member present shall signify their vote by raising their hand; and
- (g) the Chair must declare the result of the voting by stating whether the Motion has been carried or not.

26. Abstention from voting and tie votes are deemed to affect voting as follows:

- (a) Any Council Member present who does not indicate their objection shall be deemed to have voted in the affirmative on the question; and
- (b) If the votes of the Council Members present at a Council Meeting at the time of the vote are equal for and against a Motion, the Motion is defeated.

PUBLIC PARTICIPATION

27. (1) Council shall hold a ten minute public participation period or until speakers have concluded, whichever comes first, at the beginning of each Council Meeting, except the Inaugural Meeting.
- (2) Members of the public shall address their questions through the Chair who shall answer if possible, or refer to another Council Member or to staff for answer or subsequent research.
- (3) Each address must be limited to two minutes.
- (4) All persons addressing Council are expected to adhere to the Public Guidelines which are appended to this Bylaw.

DELEGATIONS

28. (1) A maximum of three (3) delegations will be permitted at a Regular Council Meeting. Council may, by unanimous decision, allow additional delegations if the subject matter is deemed to be urgent or time-sensitive.
- (2) Council may, by resolution, allow an individual or a delegation to address Council at a Council Meeting on any subject within the jurisdiction of Council provided written application on a prescribed form has been received by the Corporate Officer by noon on the Thursday prior to the Council Meeting. Each address must be limited to ten minutes unless a longer period is agreed to by unanimous vote of those Council Members present.
- (3) Where written application has not been received by the Corporate Officer as prescribed in Section 28(2), an individual or delegation may address the Council Meeting if approved by

- the unanimous vote of the Council Members present provided the maximum number of delegations has not been met.
- (4) Council must not permit a delegation to address a Council Meeting of the Council:
- (a) regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a pre-requisite to the adoption of the bylaw;
 - (b) if the purpose is to address an issue which is before the courts or on which Council has authorized legal action; or
 - (c) if the purpose or subject of the delegation is beyond the jurisdiction of Council; except as otherwise permitted by Council.
- (5) The Corporate Officer may schedule delegations to another Council Meeting or advisory body as deemed appropriate according to the subject matter of the delegation or if the maximum delegations has been reached for the Council Meeting.
- (6) The Corporate Officer may refuse to place a delegation on the agenda if the issue is not considered to fall within the jurisdiction of Council. If the delegation wishes to appeal the Corporate Officer's decision, the information must be distributed under separate cover to Council for their consideration.
- (7) Delegation requests must include:
- (a) the full particulars of the subject matter;
 - (b) the proposed action, within the jurisdiction of the Village, which the delegation wishes the Village to take in response to the submission;
 - (c) the names and addresses of the person(s) or the organization comprising the delegation; and
 - (d) the name, address and telephone number of the designated speaker(s).

[Amended by Bylaw No. 529, 2017]

CORRESPONDENCE

29. Any person wishing his or her Correspondence to be received by Council at a regular Council Meeting shall provide it in accordance with the deadline noted in section 22(2).

POINTS OF ORDER

30. (1) Without limiting the Chair's duty under the Community Charter, the Chair must apply the correct procedure to a Motion:
- (a) if the Motion is contrary to the rules of procedure in this Bylaw, and

- (b) whether or not another Council Member has raised a Point of Order in connection with the Motion.
- (2) When the Chair is required to decide a Point of Order:
- (a) the Chair must cite the applicable rule or authority if requested by another Council Member;
 - (b) another Council Member must not question or comment on the rule or authority cited by the Chair under Section 30(2)(a); and
 - (c) the Chair may reserve the decision until the next Council Meeting.

CONDUCT AND DEBATE

31. (1) A Council Member may speak to a question or Motion at a Council Meeting only if that Council Member first addresses the Chair.
- (2) Council Members must address the Chair by that person's title of Mayor, Acting Mayor, or Councillor.
- (3) Council Members must address other non-presiding Council Members by the title Councillor.
- (4) No Council Member may interrupt a Council Member who is speaking except to raise a Point of Order.
- (5) If more than one Council Member speaks the Chair must call on the Council Member who, in the Chair's opinion, first spoke.
- (6) Council Members who are called to order by the Chair:
- (a) must immediately stop speaking;
 - (b) may explain their position on the Point of Order; and
 - (c) may appeal to Council for its decision on the Point of Order in accordance with Section 132 of the Community Charter.
- (7) Council Members speaking at a Council Meeting:
- (a) must use respectful language;
 - (b) must not use offensive gestures or signs;
 - (c) must speak only in connection with the matter being debated;

- (d) may speak about a vote of Council only for the purpose of making a Motion that the vote be rescinded; and
 - (e) must adhere to the rules of procedure established under this Bylaw and to the decisions of the Chair and Council in connection with the rules and points of order.
- (8) If a Council Member does not adhere to Section 31(7), the Chair may order the Council Member to leave their seat, and, if the Council Member refuses to leave, the Chair may cause the Council Member to be removed by a peace officer from their seat.
- (9) A Council Member may require the question being debated at a Council Meeting to be read at any time during the debate if that does not interrupt another Council Member who is speaking.
- (10) The following rules apply to limit speech on matters being considered at a Council Meeting:
- (a) A Council Member may speak more than twice in connection with the same question only:
 - (i) with the permission of Council; or
 - (ii) if the Council Member is explaining a material part of a previous speech without introducing a new matter; or
 - (iii) to ask a question pertinent to the matter under debate.
 - (b) A Council Member who has made a substantive Motion to Council may reply to the debate;
 - (c) A Council Member who has moved an amendment, the previous question, or an instruction to a Committee may not reply to the debate;
 - (d) A Council Member may speak to a question, or may speak in reply, for longer than a total time of 5 minutes only with the permission of Council.

MOTIONS GENERALLY

32. (1) Council may debate and vote on a Motion only if it is first moved by one Council Member and then seconded by another.
- (2) A Motion that deals with a matter that is not on the agenda of the Council Meeting at which the Motion is introduced may be introduced with a unanimous affirmative vote of Council.
- (3) A Council Member may make only the following Motions when Council is considering a question:
- (a) to approve minutes;

- (b) to refer to a Committee;
- (c) to amend;
- (d) to lay on the table;
- (e) to postpone indefinitely;
- (f) to postpone to a certain time;
- (g) to move the previous question;
- (h) to adjourn.

[Amended by Bylaw No. 529, 2017]

- (4) A Motion made under Sections 32(3)(d) to (h) is not amendable or debatable.
- (5) Council must vote separately on each distinct part of a question that is under consideration at a Council Meeting if requested by a Council Member.

MOTION FOR THE MAIN QUESTION

- 33. (1) In this section "main question", in relation to a matter, means the Motion that first brings the matter before the Council.
- (2) At a Council Meeting, the following rules apply to a Motion for the main question, or for the main question as amended:
 - (a) if a Council Member moves to put the main question, or the main question as amended, to a vote, that Motion must be dealt with before any other amendments are made to the Motion on the main question; and
 - (b) if the Motion for the main question, or for the main question as amended, is decided in the negative, Council may again debate the question, or proceed to other business.

AMENDMENTS GENERALLY

- 34. (1) A Council Member may, without notice, move to amend a Motion that is being considered at a Council Meeting.
- (2) An amendment may propose removing, substituting for, or adding to the words of an original Motion.
- (3) A proposed amendment must be decided or withdrawn before the Motion being considered is put to a vote unless there is a call for the main question.
- (4) An amendment may be amended once only.
- (5) No Motion to amend a Motion may be made if the amendment negates the Motion which would be amended.
- (6) If any Council Member states that a proposed amendment to a Motion would negate that Motion, the Chair must immediately rule whether that would be the case. The ruling may be appealed to Council as if the ruling were on a Point of Order.

- (7) An amendment that has been defeated by a vote of Council cannot be proposed again at a given Council Meeting.
- (8) A Council Member may propose an amendment to an adopted amendment.
- (9) The Chair must put the main question and its amendments in the following order for the vote of Council:
 - (a) a Motion to amend a Motion amending the main question;
 - (b) a Motion to amend the main question, or an amended Motion amending the main question if the vote under Section ~~35~~34(9)(a) is positive;

[Amended by Bylaw No. 575, 2020]
 - (c) the main question.

RECONSIDERATION OF AN ADOPTED OR APPROVED BYLAW, RESOLUTION OR PROCEEDING

- 35. (1) Without limiting the authority of the Council to reconsider a matter:
 - (a) the Mayor may require the Council to reconsider and vote again on a matter that was the subject of a vote; and
 - (b) a Council Member who voted in the majority with respect to a matter may move that the Council reconsider and vote again on the matter, provided that the Council shall not reconsider and vote again on the matter unless the motion for reconsideration is passed.
- (2) As restrictions on the authority under section 35 (1):
 - (a) the Mayor, or Council Member who voted in the majority, may only initiate a reconsideration under this section at the same Council meeting as the vote took place or within 30 days of that meeting; and
 - (b) a matter may not be reconsidered under this section if:
 - (i) it has had the approval of the electors or the assent of the electors and was subsequently adopted by the Council; or
 - (ii) there has already been a reconsideration under this section in relation to the matter.
- (3) On a reconsideration under section 35 (1), the Council:

- (a) shall deal with the matter as soon as convenient;
 - (b) shall consider whether any contracts have been entered into or legal positions adopted as a result of the original decision; and
 - (c) has the same authority it had in its original consideration of the matter, subject to the same conditions that applied to the original consideration.
- (4) If the original decision was the adoption of a bylaw or resolution and that decision is rejected on reconsideration:
- (a) the bylaw or resolution is of no effect and is deemed to be repealed; and
 - (b) the rejected bylaw or resolution shall not be reintroduced for further reconsideration by the Council for a period of six (6) months, except upon an affirmative vote of the Council of at least two-thirds (2/3) of the votes cast.
- (5) Where a person is entitled under an enactment to have the Council reconsider a matter that has been decided pursuant to a delegation of authority by the Council:
- (a) the person may invoke this right by
 - (i) giving written notice of the request for reconsideration to the Corporate Officer within 30 days of the impugned decision, and
 - (ii) setting out in the request for reconsideration,
 - (A) the name of the delegate who made the decision, the date of the decision and the decision made;
 - (B) the factual details of the matter decided by the delegate;
 - (C) the bases upon which the Council should reconsider the decision and a clear statement as to the decision sought from the Council;
 - (D) any other information or documents which the person seeking reconsideration considers relevant; and
 - (E) whether the person wishes to speak to the matter upon reconsideration by the Council, in which case the person shall have no more than 10 minutes allotted;

- (b) the Corporate Officer shall, upon receipt of a request for reconsideration pursuant to this section:
 - (i) subject to Section 22 (2), set the matter down on the Agenda of the following Regular Meeting, to be heard following any Delegations appearing before the Council on that date, if any;
 - (ii) provide public notice of the request for reconsideration of the decision by the Council, if the original decision of the delegate required that public notice be given;
 - (iii) obtain from the delegate who rendered the decision and provide to the Council and to the person requesting reconsideration:
 - (A) the factual details of the matter decided by the delegate,
 - (B) the bases upon which the delegate rendered the decision; and
 - (C) any other information or documents which the delegate considers relevant to the original decision;
- (c) the Corporate Officer is not required to provide copies of information or documents under Section 23 (5) (b) (iii) to the person requesting reconsideration where such information has previously been provided to the person requesting reconsideration.
- (d) the Council shall:
 - (i) receive all of the information submitted for reconsideration pursuant to this section;
 - (ii) if requested, hear any oral submissions of the person requesting reconsideration or his or her agent or legal counsel;
 - (iii) be entitled to ask, through the Chair of the meeting, any questions of the person or of the delegate who rendered the original decision;
 - (iv) unless an adjournment is required for the purpose of obtaining legal counsel, forthwith decide the matter; and
 - (v) provide the person with oral reasons for the decision, from which there shall be no appeal, subject only to a contrary act or regulation.
- (e) Following reconsideration, the Council may confirm the decision of the delegate, or set aside the decision of the delegate and substitute the decision of the Council.

[Amended by Bylaw No. 529, 2017]

PRIVILEGE

36. (1) In this section, a matter of privilege refers to any of the following Motions:
- (a) to fix the time to adjourn;
 - (b) to adjourn;
 - (c) to recess;
 - (d) to raise a question of privilege of the Council; and
 - (e) to raise a question of privilege of a Council Member.
- (2) A matter of privilege must be immediately considered when it arises at a Council Meeting.
- (3) For the purposes of Section 36(2), a matter of privilege listed in Section 36(1) has precedence over those matters listed after it.

PUBLIC QUESTIONS & COMMENTS

37. During Public Questions and Comments, a person may address Council for a maximum of two minutes on a topic/topics which have already been subject to discussion at the Council Meeting.
38. A question may be referred by Council to staff for subsequent response. In special circumstances Council may permit, by resolution, a person to address Council with a public question or comment earlier in the Council Meeting.
39. Section 27(4) applies during Public Questions & Comments.

ADJOURNMENT

40. (1) Council may continue a Council Meeting:
- (a) from 10:00 p.m. to 10:30 p.m. only by an affirmative vote of a majority of the Council Members present; and
 - (b) from 10:30 p.m. to another specified time only by a unanimous vote of all Council Members present.
- (2) A Motion to adjourn either a Council Meeting or the debate at a Council Meeting is always in order if that Motion has not been preceded at that Council Meeting by the same Motion.
- (3) Section 40(2) does not apply to either of the following Motions:

- (a) a Motion to adjourn to a specific day; or
- (b) a Motion that adds an opinion or qualification to a preceding Motion to adjourn.

PART 5 – BYLAWS

COPIES OF PROPOSED BYLAWS TO COUNCIL MEMBERS

- 41. A proposed bylaw may be introduced at a Council Meeting only if a copy of it has been delivered to each Council Member at least 24 hours before the Council Meeting, or all Council Members unanimously agree to waive this requirement, including by way of unanimous adoption of it in the agenda.

FORM OF BYLAWS

- 42. A bylaw introduced at a Council Meeting must:
 - (1) be printed;
 - (2) have a distinguishing name;
 - (3) have a distinguishing number;
 - (4) contain an introductory statement of purpose; and
 - (5) be divided into sections.

BYLAWS TO BE CONSIDERED SEPARATELY OR JOINTLY

- 43. Council must consider a proposed bylaw at a Council Meeting either:
 - (1) separately when directed by the Chair or requested by another Council Member; or
 - (2) jointly with other proposed bylaws in the sequence determined by the Chair.

READING AND ADOPTING BYLAWS

- 44.
 - (1) The Chair of a Council Meeting may request the Corporate Officer to provide a verbal synopsis of each proposed bylaw reading.
 - (2) The readings of the bylaw may be given by stating its title and object.
 - (3) A proposed bylaw may be debated and amended at any time during the first three readings unless prohibited by the Community Charter.

- (4) Subject to Section 882 of the Local Government Act, each reading of a proposed bylaw must receive the affirmative vote of a majority of the Council Members present.
- (5) In accordance with the Community Charter Council may give up to three readings to a proposed bylaw at the same Council Meeting.
- (6) Subject to this bylaw and any enactments, Council may give up to three readings of a bylaw in a single Motion.
- (7) Unless expressly authorized by statute, Council may not adopt a bylaw at the same Council Meeting at which it gives third reading.
- (8) Despite Section 135(3) of the Community Charter and in accordance with Section 890(9) of the Local Government Act Council may adopt a proposed official community plan or zoning bylaw at the same Council Meeting at which the plan or bylaw passed third reading.

RECONSIDERATION OF PART OR ALL OF A BYLAW

45. Subject to applicable enactments, Council may by resolution, rescind the most recent reading of a proposed bylaw, other than first reading, and then give the proposed bylaw that reading with or without amendment.

BYLAWS MUST BE SIGNED

46. After a bylaw is adopted, it must be signed by the Corporate Officer and the Chair of the Council Meeting at which it was adopted. The Corporate Officer must then have the bylaw placed in the Village's records for safekeeping.

PART 6 – RESOLUTIONS COPIES OF RESOLUTIONS TO COUNCIL MEMBERS

47. A resolution may be introduced at a Council Meeting only if a copy of it has been delivered to each Council Member at least 24 hours before the Council Meeting, or all Council Members unanimously agree to waive this requirement.

FORM OF RESOLUTION

48. A resolution introduced at a Council Meeting must be printed and have a distinguishing number.

INTRODUCING RESOLUTIONS

49. The Chair may:
 - (a) have the Corporate Officer read the resolution; and
 - (b) request a Motion that the resolution be introduced.

PART 7 – COUNCIL STRATEGY COMMITTEE

GENERAL PROVISIONS

50. A Council Strategy Committee is a Committee of which the Mayor and all Councillors are members. All members of the Council Strategy Committee must be Council Members.
51. Council Strategy Committee Council Meetings will be held in the Municipal Hall Council Chambers unless otherwise resolved by Council.
52. The applicable rules of procedure as set out in this bylaw shall apply to Council Strategy Committee Council Meetings.

PART 8 – COMMITTEES

COMMITTEE MEETING PROCEDURES

53. At all meetings of Standing Committees established by the Mayor and Select or other Committees established by the Council, the applicable Rules of Procedure, as set out in this Bylaw, shall apply.

DUTIES & AUTHORITY

54. Committees will undertake review into matters as directed by Council.
55. Unless the following matters are established by the Mayor or by Council, Committees are required to establish as soon as practicable once the Committee has been struck and member appointments made:
 - (a) a Committee Terms of Reference in accordance with the purposes for which the Committee was established;
 - (b) a monthly or annual meeting schedule; and
 - (c) for standing or select committees, an elected official as the Chair of the Committee.

[Amended by Bylaw No. 529, 2017]
56. Committees operate exclusively in an advisory capacity by making recommendations to Council. Committees do not have the authority to direct staff nor to authorize expenditures or enter into contracts or agreements on behalf of the Village.

NOTICE OF MEETINGS

57. Committees are required to give public notice of meetings by posting a copy of the agenda in the Public Notice Posting Place at least 24 hours in advance of each Committee meeting.

MINUTES OF MEETINGS

58. Minutes of the proceedings of a Committee must be:
- a) legibly recorded;
 - b) certified as correct by Committee consensus;
 - c) signed by the Committee Chair once adopted; and
 - d) open for public inspection in accordance with section 97(1)(c) of the Community Charter.

PUBLIC PARTICIPATION

59. Section 27(4) of this Bylaw shall apply to public participation at Committee meetings.

MAYOR A MEMBER OF ALL COMMITTEES

60. The Mayor is an ex-officio member of all Committees and is a voting member to the Committees of which the Mayor is appointed.

PART 9 – GENERAL

IRREGULARITY

61. The failure of Council to observe the provisions of this bylaw does not affect the validity of resolutions passed or bylaws enacted by Council.

WAIVER

62. Where all Council Members are present at a Council Meeting, the absence of a call for such a Council Meeting or failure to give notice to all or any Council Member will not render the Council Meeting invalid if the unanimous consent of those Council Members present is obtained prior to transacting any business.

PART 10 – SCHEDULES

Schedule A: Public Guidelines

NOTICE given in accordance with sections 94 and 124(3) of the Community Charter by way of posting notices in the Public Notice Posting Places on December 17, 2014.

READ A FIRST TIME	January 6, 2015
READ A SECOND TIME	May 5, 2015
READ A THIRD TIME	June 2, 2015
RESCINDED THIRD READING	June 16, 2015
READ A THIRD TIME	July 7, 2015
ADOPTED	July 21, 2015

Mayor

Corporate Officer

**Certified a true copy of
Bylaw No. 476, 2015 as adopted.**

Corporate Officer

SCHEDULE A:

Public Guidelines

Speakers wishing to take part in Public Participation and Public Question periods must enter their name onto the Speakers' List prior to the commencement of the Council Meeting.

Council will begin and end Council Meetings with public participation of up to ten minutes each, with each person who wishes to speak allocated a maximum of two minutes.

The Council Member or staff member responsible for timing speakers will provide approximately 30 seconds' notice to the speaker.

When the timer sounds, the speaker may complete their sentence within a few seconds, and then must leave the podium. Any questions asked during the two minute segment will be captured by the Recorder.

A respectful decorum is expected at all Council Meetings and Committee Meetings.

A person acting improperly may be asked to leave the Council Meeting, consistent with Section 133 of the *Community Charter*.

Expulsion from Council Meetings

133 (1) If the person presiding at a Council Meeting considers that another person at the Council Meeting is acting improperly, the person presiding may order that the person is expelled from the Council Meeting.

(2) If a person who is expelled does not leave the Council Meeting, a peace officer may enforce the order under subsection (1) as if it were a court order.

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Type	Request for Decision		
Title	Ride Hailing – Inter-Municipal Business License (IMBL) Bylaws		
Author	Peter DeJong	Reviewed By:	
Date	March 18, 2020	Version	
Issued for	March 26, 2020 Special Council Meeting		

Recommendation:

- A. THAT Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020 be adopted; and
- B. THAT Inter-municipal TNS Business Licence Bylaw No.573, 2020 be adopted.

Attachments:

- 1. Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020;
- 2. Inter-municipal TNS Business Licence Bylaw No.573, 2020;
- 3. IMBL Report FAQs;

Key Information:

Bylaws 572 and 573 were given three readings at the March 3, 2020 regular Council meeting and opportunities were provided for public feedback regarding the bylaws. At the February 4, 2020 Council meeting, staff brought forward a Direction Request report outlining the opportunity to participate in an Inter-municipal Business Licence scheme for ride hailing Transportation Network Services that have been or will be approved by the Passenger Transportation Board. The IMBL will streamline the licensing process across the region and allow ride-hailing companies to operate in all participating municipalities with a single business licence.

The terms of the IMBL were developed collectively by the participating municipalities in a fast-tracked process convened by TransLink at the direction of the Mayors’ Council December 12, 2019. Participants in the IMBL are as follows:

Inter-municipal TNS Business Licence Participating Municipalities



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1. Bowen Island Municipality
2. City of Abbotsford
3. City of Burnaby
4. City of Chilliwack
5. City of Coquitlam
6. City of Delta
7. City of Maple Ridge
8. City of Port Moody
9. City of Richmond
10. City of Surrey
11. District of Squamish
12. Resort Municipality of Whistler
13. The City of Pitt Meadows
14. The City of Vancouver
15. The Corporation of the City of Langley
16. The Corporation of the City of New Westminister
17. The Corporation of the City of North Vancouver
18. The Corporation of the City of Port Coquitlam
19. The Corporation of the City of White Rock
20. The Corporation of the District of North Vancouver
21. The Corporation of the District of West Vancouver
22. The Corporation of the Township of Langley
23. Village of Anmore
24. Village of Harrison Hot Springs
25. Village of Lions Bay

IMBL Administrative Program Cost:

Estimated Year 1 Total Cost: \$140,000

Direct and indirect costs and investments Include:

- Privacy Management
- Legal Services
- Policy Development
- Corporate Overhead, Materials and Rent
- Licence processing including fee administration and reconciliation



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The City of Vancouver will retain licence fee revenue sufficient to recover IMBL administrative program costs. Any remaining funds will be distributed among participating municipalities based on the percent of total regional pick-ups and drop-offs that occur within each of their boundaries.

Licensing Authority: The City of Vancouver will be the licensing authority for the IMBL which means that ride-hailing companies will need to purchase the licence from the City of Vancouver. The licence will allow companies to operate in all participating Region 1 municipalities.

Licence Fee: The annual IMBL fee will be \$155 per company plus vehicle fees of

- \$150 per standard vehicle
- \$30 per zero-emission vehicle
- \$0 per wheelchair accessible vehicle.

The proposed fees are set to be program cost recoverable and not to be prohibitive for companies.

Licence fee revenue will be shared among participating municipalities. The City of Vancouver will first retain funds sufficient to recover costs for set-up and administration of the licence program as set out above and remaining revenues will be shared based on the percent of total regional pick-ups and drop-offs that occur within each municipality. The information on pick-ups and drop-offs occurring in each municipality will be provided by the licensees.

Licence Conditions: Companies will be required to comply with the municipal by-laws and regulations of each participating municipality. Each municipality retains authority to enforce its own by-laws, for example street and traffic regulations, and also to suspend or cancel an IMBL. Staff in participating municipalities have established a shared protocol for escalating enforcement and have agreed to communicate enforcement actions between each other prior to any municipality considering suspension or cancellation of a licence.

Because the terms of the proposed ride-hailing IMBL were developed on a compressed timeline, they should be considered as interim. Staff of participating municipalities will continue to collaborate over the coming months on opportunities for future refinement. For example, there may be additional opportunities to encourage wheelchair accessible or zero



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emission vehicles, and to adjust the licence fee structure. As more companies are licensed and staff better understand the true costs for licensing and for monitoring industry impacts, such changes can be considered.

Provincial legislation in force since September 2019 has reduced the municipal authority to regulate Passenger Directed Vehicles (PDV) such as taxis, limousines, ride-hailing vehicles. The Province now has sole authority to regulate company fleet size and operational boundaries, to set vehicle standards, and to issue driver Chauffeur Permits. While the province's new regulations surrounding PDV activities limit the role of municipalities in establishing local regulations, municipalities retain authority to:

- Issue business licences;
- Set business licence requirements; and
- Regulate business activities, such as street and curb use and pick-up and drop-off locations, through bylaws.

The Province regulates Passenger Directed Vehicles through the *Passenger Transportation Act*, the *Motor Vehicle Act*, and the *Commercial Transportation Act*. Companies that operate passenger directed transportation services are licensed by the independent, provincially appointed BC Passenger Transportation Board (PTB). Municipalities may issue business licences to companies once those companies have been licensed by the PTB.

The PTB has the authority to determine operating boundaries, and has established a regional approach to ride hailing that allows companies to operate across municipal boundaries. Vancouver is part of Region 1 (*Whistler-Lower Mainland*) comprised of 32 municipalities. In October 2019 Council directed staff to work with other Region 1 municipalities and with TransLink to develop a region-wide inter-municipal business licence (IMBL) for ride-hailing that could replace or complement the Vancouver licence.

An IMBL is a business licence that allows mobile businesses to operate across participating municipalities with the purchase of one licence. An IMBL is formed through common by-laws enacted by each participating municipality. The IMBL Agreement By-law allows municipalities to enter into agreement with the partner municipalities. It addresses terms such as the licence fee, revenue sharing formula and distribution, and overall administration of the licence. The second by-law, the IMBL by-law, is the formal mechanism through which the IMBL is



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implemented in each municipality and sets out the various terms and conditions that apply to the IMBL across the participating municipalities.

When implementing an IMBL participating municipalities work together to determine:

- the types of businesses eligible to be covered under the particular IMBL (e.g. trades/construction);
- how much to charge for an IMBL;
- the model for collecting and sharing revenue from the sales of the IMBL (e.g. seller retains revenue from sales or cost sharing among jurisdictions); and
- the terms of the by-law to be enacted by each participating municipality.

In Region 1, there are four existing sub-regional IMBL groups: Fraser Valley, Metro West, North Shore and Tri-Cities that cover mobile businesses such as trades, construction, and catering. None of these existing IMBLs apply to vehicles for hire or any other transport services.

The process of developing an IMBL generally takes six months to a year. For ride-hailing, a year-long process carried the risk that a patchwork of municipal licensing frameworks would emerge and have a potentially negative impact on the regional roll-out of the industry. On December 12, 2019 the Mayors' Council on Regional

Transportation directed TransLink to facilitate an expedited IMBL development process with Region 1 municipalities with agreement on by-law terms by January 31, 2020.

Region 1 municipalities commenced work in late December 2019. An IMBL Working Group was established and met weekly throughout the month of January 2020 to develop the proposal for an IMBL for ride-hailing. The proposed IMBL by-laws establish licensing authority; licence fee and structure; licence conditions; and licence fee revenue sharing among participating municipalities (Appendix A and Appendix B). They represent the outcome of two-thirds majority based voting undertaken by the IMBL Working Group members. Staff advocated and voted for licence terms and conditions that reflected the Council approved licensing framework from October 2019, which considered the City's Climate Emergency Response, Transportation 2040, and principles for ride-hailing regulation.

Participating municipalities will bring reports to their Councils in February and March 2020 recommending approval of the by-laws as presented. If approved, the IMBL will take effect on



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April 1, 2020. For any participating municipalities that enact the by-law after April 1, 2020, the licence will take effect in that municipality on the day of enactment.

Given the expedited process for development, the terms of the by-law should be understood as interim. Participating municipalities will assess the effectiveness of the licence over the coming months, as more companies are licensed and operating.

Strategic Analysis

The draft IMBL by-laws establish the following:

Licensing Authority

The City of Vancouver will be the licensing authority for the IMBL which means that ride-hailing companies will need to purchase the licence from the City of Vancouver. The licence will allow companies to operate in all participating Region 1 municipalities.

Given the expedited timeframe to develop a licencing scheme, the working group agreed that the City of Vancouver is well positioned for this role as it has developed an infrastructure to support tracking and issuing TNS business licences.

Licence Fee and Structure

The annual licence fee will be a company fee of \$155 plus per vehicle fees of

- \$150 for each vehicle
- \$30 for each zero emission vehicle
- \$0 for each wheelchair accessible.

The discounted fee for zero emission vehicles provides a meaningful incentive while acknowledging that these vehicles do have an administrative cost and physical impact on streets. Wheelchair accessible vehicles are understood to be more expensive to purchase and maintain than non-accessible vehicles, and municipalities want to encourage their participation in ride-hailing as much as possible. Therefore, a \$0 per vehicle fee is proposed.

Licence fees are to be pro-rated to align with the City of Vancouver's calendar licensing structure.

Companies will self-report monthly all new vehicles operating under their licence, and whether they are standard, zero emission or wheelchair accessible. Once a vehicle has been reported and the associated fee paid, the vehicle may operate for the remainder of the calendar year.



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The per vehicle fee structure was agreed upon as it can be implemented immediately; it enables incentives for specific vehicle types; and it is equitable among companies of all fleet sizes.

The per vehicle fee of \$150 was set with the aim of achieving administrative program cost recovery (Appendix D), and recovery of costs to participating municipalities associated with monitoring business activity and impacts in their communities. Because ride-hailing is a new business type the full costs of licensing and monitoring are not yet known. The licence fee is comparable to licensing fees in other Canadian jurisdictions such as the City of Calgary.

Licence Fee Revenue Sharing

Licence fee revenue will be shared among participating municipalities. The City of Vancouver will first retain funds sufficient to recover costs for set-up and administration of the licence program, (Appendix D) and remaining revenues will be shared based on the percent of total regional pick-ups and drop-offs that occur within each municipality.

Year 1 of the IMBL program includes set-up costs that are expected to fall in subsequent years as the program is regularized. At the end of each licence year, the City of Vancouver will provide participating municipalities with a year-end account of costs, and revenue to be shared.

Licence Requirements

Companies will be required to comply with the municipal by-laws and regulations of each participating municipality.

Each participating municipality will retain authority to enforce its own by-laws, for example street and traffic regulations, and also to suspend or cancel an IMBL. Because suspension or cancellation of a licence would affect all participating municipalities, staff in participating municipalities will establish a shared protocol for escalating enforcement prior to any municipality considering suspension or cancellation. This protocol will include communicating with the Provincial Registrar and Passenger Transportation Branch about on-going concerns with a company or vehicle.

The Province will be enforcing compliance with provincial regulations and licence conditions. Field investigations will be carried out by the Commercial Vehicle Safety and Enforcement (CVSE) Branch; the Registrar of the Passenger Transportation Branch is authorized to investigate and audit companies for issues including compliance with licence conditions and public safety. At this time, the number of provincial enforcement staff that will be assigned to address potential issues in [Vancouver] is not available.

Monitoring Industry Impacts – Access to Data



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Access to detailed trip data is critical for municipalities in understanding the impact of ride-hailing in their communities at both the system-wide and street levels. At the system-wide level it will assist in identifying changes in travel mode share like transit use, cycling and walking. At the street level it can be used to establish solutions to mitigate safety concerns and congestion impacts such as identification of ride-hailing pick-up and drop-off zones. It can also highlight locations that may require enforcement attention.

The BC Passenger Transportation Branch requires comprehensive vehicle and trip data from companies. In early February, the Province confirmed that municipalities will be able to access these data on a regular, on-going basis through a Partnership Agreement with the Passenger Transportation Branch. Consequently, detailed trip data will not be a requirement of the IMBL; municipalities will benefit from access to provincial data, and companies will benefit from not having to duplicate data submission efforts.

As a condition of the IMBL, licenced ride-hailing companies will still be required to report the total number of pick-ups and drop-offs occurring in each participating municipality so as to enable the City of Vancouver to calculate the share of revenue owed to each participating municipality.

Public/Civic Agency Input

The working group held an industry information session on January 22, inviting the 17 TNS operators who had applied to the PTB to operate in Region 1 at that time. Participants were informed about the proposed IMBL framework, including specifics, such as fee structure and data requirements. At the time of the consultation, the proposed IMBL included data submission requirements that have since been removed. Fifteen of the applicants invited sent representatives.

In addition to the comments given during the information session, three companies submitted written comments following the session. The working group reviewed and considered all comments submitted.

The TNS industry representatives were generally appreciative of the expedited IMBL process, particularly as two of the applicants received PTB approval during the process and had a more urgent need for an IMBL.



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The key concerns heard by the working group were:

1. Fee structure and smaller operators: The working group heard concerns that the fee structure disadvantaged smaller operators who are less able to absorb the per-vehicle charges compared to larger operators.
2. Fee structure and TNS fluidity: The working group heard concerns that the way that fees are charged – based on vehicles that sign on with the company rather than number of vehicles in operation – do not match the fluid nature of the ride-hailing industry which tends to have high driver turnover.
3. Data requirements and granularity: The working group also heard concerns about the level of granularity required for data submissions, with respect to customer privacy.

The working group will take key concerns 1 and 2 under advisement and consider options to address these concerns as part of the ongoing development of a permanent IMBL. The concerns are significant enough and industry perspectives varying enough that further work and consultation is required, and was not possible prior to the January 31 deadline for the interim IMBL.

Regarding data requirement concerns, the working group has since determined that detailed data submission will not be required as part of the IMBL. Municipalities will access provincially collected data through a Partnership Agreement with the Provincial Transportation Branch.

Implications/Risks

Bylaw provisions not supported by Council

The terms proposed in the Inter-Municipal Business Licence for ride-hailing have been developed and agreed to by staff from the municipalities that participated in the Working Group. Should Council seek to amend terms of the bylaws at this time, further consultation with all participating municipalities would be required. Consequently, the proposed effective date for implementation of the licence, April 1, 2020, would likely be delayed.

The IMBL will be effective in all participating municipalities that adopt the bylaws and enter into agreement. If Council chooses not to support the proposed bylaws as presented, the Village of Lions Bay will not be included as a participant in the IMBL. Ride-hailing companies holding the licence will not be able to operate under that licence in Lions Bay. As a result, residents may not be able to access regionally integrated ride-hailing services.



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Financial

Year one (2020) set up and administration of the proposed Inter-Municipal Business Licence is estimated to cost the City of Vancouver \$140,000. It is anticipated that these costs will be recovered through licence fee revenue. Should year one licence fee revenue be insufficient for cost recovery, the City will seek to recover outstanding costs from future year IMBL revenues.

Included in the administrative costs is the addition of one half-time licence clerk at an approximate cost of \$33,000 per year.

The City of Vancouver will obtain a share of the licence fee revenue that remains once administrative program costs have been recovered. That share will be based on Vancouver's proportion of regional pick-ups and drop-offs and will be used to offset costs related to monitoring industry impacts in the municipality.

Environmental

Based on evidence from other jurisdictions, the introduction of ride-hailing (TNS) could adversely impact municipal streets and increase vehicle kilometers travelled by private vehicles. Other jurisdictions report the following impacts in their communities:

- While many trips taken with a TNS vehicle substitute trips that passengers would have otherwise driven themselves, travel surveys indicate that between 42% and 61% of urban TNS users would have taken transit, walked, biked, or not taken the trip at all if TNS services had not been available;
- Up to 50% of the vehicle kilometres travelled by TNS vehicles carry no passengers at all, resulting in "deadhead" kilometres TNS drivers travel while looking for patrons; this increases congestion and greenhouse gas emissions associated with transportation.
- In August 2019, Uber and Lyft shared some of their own data which indicated that ride-hailing accounted for 1.7% up to 13.4% of all vehicle kilometres travelled (VKT) in core urban areas and between 1.0% and 2.9% in suburban areas.

The impacts of the introduction of ride-hailing in [Vancouver] and the Lower Mainland will be better understood once the City and region have access to ride-hailing trip data.



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Legal

Section 59(2) of the Community Charter applies in the circumstances of business regulation and therefore persons who consider themselves affected by the bylaws must be given an opportunity to be heard before Council adopts the bylaws. This may be done in the form, manner and times Council considers to be reasonable. In addition to specifically noting the opportunity on this agenda, Council is requested to endorse the methodology recommended at the outset of this report, effectively providing for an additional opportunity near the end of this meeting and at the beginning of the next meeting. Of course, the public may also provide correspondence to be included in the next Council meeting agenda.

Next Steps:

Several communities have passed preliminary readings of the bylaws with enactment expected in March. Should adoption be approved by Council and by other participating municipalities, then City of Vancouver staff are prepared to issue IMBL licences on April 1, 2020; prepare invoices; and set-up revenue distribution.

The IMBL terms were developed on an expedited time frame; staff will work with participating municipalities to monitor its effectiveness and consider refinement of terms. For example, there may be opportunities to further encourage wheelchair accessible or zero emission vehicles. Industry representatives requested a fee structure that more accurately reflects their business model such as a monthly fee based on active vehicles. As more companies are licensed and staff come to better understand the costs for licensing and for monitoring industry impacts, such changes may be considered.

The PTB has announced that it will review its regulations with regard to taxi operating areas, but taxis cannot be considered for an IMBL at this time as the PTB restricts their operations to be within municipal boundaries.

Communication:

Staff will report adoption of the Bylaw to the City of Vancouver and monitor progress on the effectiveness of the program and driver participation in the Village of Lions Bay.

PDJ

**INTER-MUNICIPAL TNS BUSINESS LICENCE AGREEMENT
BYLAW NO. 572, 2020**

**A Bylaw to enter into an agreement among the Participating Municipalities
regarding an Inter-municipal Transportation Network Services Business Licence Scheme**

THE COUNCIL OF THE VILLAGE OF LIONS BAY, in public meeting, enacts as follows:

1. Council hereby authorizes the Village of Lions Bay to enter into an Agreement with the Participating Municipalities in substantially the form and substance of the Agreement attached to this Bylaw as Schedule A, and also authorizes the Mayor and the Corporate Officer to execute the Agreement on behalf of the Village of Lions Bay, and for the Corporate Officer to deliver it to the Participating Municipalities on such terms and conditions as the Corporate Officer deems fit.
2. This Bylaw is to come into force and take effect on the date of its enactment.
3. This Bylaw is to be cited as the "Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020".

**READ A FIRST TIME
READ A SECOND TIME
READ A THIRD TIME**

**March 3, 2020
March 3, 2020
March 3, 2020**

ADOPTED

March 17 , 2020

Mayor

Corporate Officer

**Certified a true copy of Inter-municipal TNS Business Licence Agreement Bylaw No.572, 2020,
as adopted.**

Corporate Officer

Schedule A

Inter-municipal TNS Business Licence Agreement

WHEREAS the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock (the "*Participating Municipalities*"), wish to permit transportation network services ("*TNS*") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the *Participating Municipalities* agree as follows:

1. The *Participating Municipalities* agree to establish an *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.

2. The *Participating Municipalities* will request their respective municipal Councils to each ratify this Agreement and enact a by-law to implement an *Inter-municipal TNS Business Licence* scheme effective April 1, 2020 if this Agreement is ratified and a by-law is enacted prior to or on April 1, 2020, or upon the date of enactment if this Agreement is ratified and a by-law is enacted after April 1, 2020.

3. In this Agreement:

"*Accessible Vehicle*" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"*Administrative Costs*" means the direct and indirect costs and investments attributable to setting up and administering the *Inter-municipal TNS Business Licence* scheme, including wages, materials, corporate overhead and rent;

"*Business*" has the same meaning as in the *Community Charter*;

"*Community Charter*" means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"*Inter-municipal TNS Business*" means a *TNS Business* that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

"*Inter-municipal TNS Business Licence*" means a business licence which authorizes an *Inter-municipal TNS Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

"*Inter-municipal TNS Business Licence By-law*" means the by-law adopted by the Council

of each *Participating Municipality* to implement the *Inter-municipal TNS Business Licence* scheme contemplated by this Agreement;

“*Mobility Aid*” has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“*Municipal Business Licence*” means a licence or permit, other than an *Inter-municipal TNS Business Licence*, issued by a *Participating Municipality* that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

“*Participating Municipality*” means any one of the *Participating Municipalities*;

“*Premises*” means one or more fixed or permanent locations where the *TNS Business* ordinarily carries on *Business*;

“*TNS Business*” means a person carrying on the business of providing *Transportation Network Services*;

“*Transportation Network Services*” has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“*Vancouver Charter*” means the *Vancouver Charter*, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“*Zero Emission Vehicle*” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of the *Inter-municipal TNS Business Licence By-law*, each *Participating Municipality* will permit a *TNS Business* that has obtained an *Inter-municipal TNS Business Licence* to carry on the *Business* of providing *Transportation Network Services* within that *Participating Municipality* for the term authorized by the *Inter-municipal TNS Business Licence* without obtaining a *Municipal Business Licence* for the *TNS Business* in that *Participating Municipality*.

5. All *Inter-municipal TNS Business Licences* will be issued by the City of Vancouver.

6. The City of Vancouver may issue an *Inter-municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-municipal TNS Business* and meets the requirements of the *Inter-municipal TNS Business Licence By-law*, in addition to the requirements of the City of Vancouver’s License By-law No. 4450.

7. Notwithstanding that a *TNS Business* may hold an *Inter-municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and regulations under any municipal business licence by-law in addition to those under any other by-laws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.

8. Any *Participating Municipality* may require that the holder of an *Inter-municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.

9. The annual *Inter-municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*. Any fees paid by an applicant to any *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-municipal TNS Business Licence* that are not refunded by that *Participating Municipality* will be credited against the initial *Inter-municipal TNS Business Licence* fee owing under this section 9.

10. The fee for any additional vehicles that begin operating under the authority of an *Inter-municipal TNS Business License* holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

11. The City of Vancouver will distribute the revenue generated from *Inter-municipal TNS Business Licence* fees amongst all *Participating Municipalities* based on the City of Vancouver retaining an amount to cover its *Administrative Costs*, with the remaining fees to be distributed proportionally to the *Participating Municipalities*, including the City of Vancouver, based on the number of pick-ups and drop-offs in that *Participating Municipality*. The City of Vancouver will provide the other *Participating Municipalities* with an itemized accounting of the fees collected and disbursed, including an accounting of its *Administrative Costs*, at the time it distributes the remaining fees to those *Participating Municipalities*.

12. If the revenue generated from *Inter-municipal TNS Business Licence* fees in the initial year is insufficient to cover the *Administrative Costs* relating to the initial set up of the scheme, then the City of Vancouver may retain such portion of the *Inter-municipal TNS Business Licence* fees collected in the subsequent year or years as is necessary to reimburse the City of Vancouver for such initial *Administrative Costs*, until the full amount has been recovered.

13. Any revenue payable to a *Participating Municipality* in the initial year will be offset by any fees collected and not refunded by that *Participating Municipality* for a *Municipal Business License* for the *TNS Business* prior to the availability of the *Inter-municipal TNS Business Licence*, and if the fees collected by the *Participating Municipality* exceed the amount owing to that *Participating Municipality*, then that *Participating Municipality* shall remit the difference to the City of Vancouver for inclusion in the revenue distribution set out above.

14. The revenue generated from *Inter-municipal TNS Business Licence* fees collected from January 1 to December 31 inclusive that is to be distributed to the *Participating Municipalities* in accordance with section 11, including the fees collected for any additional vehicles under section 10, will be distributed by the City of Vancouver by February 28 of the year following the year in which fees were collected.

15. The length of term of an *Inter-municipal TNS Business Licence* is 12 months, except that the length of term of the initial *Inter-municipal TNS Business Licence* issued to an *Inter-municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying

the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

16. An *Inter-municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities* in accordance with the *Inter-municipal TNS Business Licence By-law*, then the *Inter-municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.

17. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence by-law of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.

18. A *Participating Municipality* may exercise the authority of the of the City of Vancouver as the issuing municipality and cancel an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence by-law of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.

19. The suspension or cancellation of an *Inter-municipal TNS Business Licence* under section 17 or 18 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-municipal TNS Business Licence*.

20. Nothing in this Agreement affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.

21. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:

- (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and
- (b) include a certified copy of the municipal Council resolution or by-law authorizing the municipality's withdrawal from the *Inter-municipal TNS Business Licence* scheme.

22. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Councils of the *Participating Municipalities*. Further, nothing contained or implied in this

Agreement shall prejudice or affect the *Participating Municipalities'* rights, powers, duties or obligations in the exercise of their functions pursuant to the *Community Charter, Vancouver Charter, or the Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the *Participating Municipalities'* discretion, and the rights, powers, duties and obligations under all public and private statutes, by-laws, orders and regulations, which may be, if each *Participating Municipality* so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the *Participating Municipalities*.

23. Despite any other provision of this Agreement, an *Inter-municipal TNS Business Licence* granted in accordance with the *Inter-municipal TNS Business Licence Bylaw* does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*. Furthermore, a business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this Agreement even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.

24. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and may be delivered by email or facsimile transmission, and each such counterpart, howsoever delivered, shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the *Participating Municipalities* are not signatories to the original or the same counterpart.

25. In the event that the municipal Council of a *Participating Municipality* other than the City of Vancouver does not ratify this Agreement, then that municipality will not be considered a *Participating Municipality* for the purposes of this Agreement, and the terms and conditions of this Agreement shall be effective as among the other *Participating Municipalities*.

Signed and delivered on behalf of the *Participating Municipalities*, the Councils of each of which have, by By-law, ratified this Agreement and authorized their signatories to sign on behalf of the respective Councils, on the dates indicated below.

The City of Abbotsford

Mayor _____

Corporate Officer _____

Date _____

Village of Anmore

Mayor _____

Corporate Officer _____

Date _____

Bowen Island Municipality

Mayor _____

Corporate Officer _____

Date _____

City of Burnaby

City Clerk _____

Date _____

City of Chilliwack

Mayor _____

Corporate Officer _____

Date _____

City of Coquitlam

Mayor _____

City Clerk _____

Date _____

City of Delta

Mayor _____

City Clerk _____

Date _____

Village of Harrison Hot Springs

Mayor _____

Corporate Officer _____

Date _____

The Corporation of the City of Langley

Mayor _____

Corporate Officer _____

Date _____

The Corporation of the Township of Langley

Mayor _____

Township Clerk _____

Date _____

Village of Lions Bay

Mayor _____

Corporate Officer _____

Date _____

City of Maple Ridge

Presiding Member _____

Corporate Officer _____

Date _____

The Corporation of the City of New Westminster

Mayor

City Clerk

Date

The Corporation of the City of North Vancouver

Mayor _____

City Clerk _____

Date _____

The Corporation of the District of North Vancouver

Mayor _____

Municipal Clerk _____

Date _____

The City of Pitt Meadows

Mayor _____

Corporate Officer _____

Date _____

The Corporation of the City of Port Coquitlam

Mayor _____

Corporate Officer _____

Date _____

City of Port Moody

Mayor _____

Corporate Officer _____

Date _____

The City of Richmond

Chief Administrative Officer _____

General Manager _____

Corporate and Financial Services

Date _____

District of Squamish

Mayor _____

Corporate Officer _____

Date _____

City of Surrey

Mayor _____

City Clerk _____

Date _____

The City of Vancouver

Director of Legal Services _____

Date _____

The Corporation of the District of West Vancouver

Mayor _____

Corporate Officer _____

Date _____

Resort Municipality of Whistler

Mayor _____

Municipal Clerk _____

Date _____

The Corporation of the City of White Rock

Mayor _____

Director of Corporate Administration _____

Date _____

**INTER-MUNICIPAL TNS BUSINESS LICENCE
BYLAW NO. 573, 2020**

**A Bylaw to enter into an
Inter-municipal Transportation Network Services Business Licence Scheme**

WHEREAS the municipalities that have entered or will enter into the *Inter-municipal TNS Business Licence Agreement* (the "*Participating Municipalities*") wish to permit licensed transportation network services ("*TNS*") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

AND WHEREAS each of the *Participating Municipalities* has or will adopt a similar by-law to implement the *Inter-municipal TNS Business Licence* scheme;

NOW THEREFORE THE COUNCIL OF THE VILLAGE OF LIONS BAY, in public meeting, enacts as follows:

1. There is hereby established an *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.

2. In this By-law:

"Accessible Vehicle" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"Business" has the same meaning as in the *Community Charter*;

"Community Charter" means the *Community Charter*, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"Inter-municipal TNS Business" means a *TNS Business* that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

"Inter-municipal TNS Business Licence" means a business licence which authorizes an *Inter-municipal TNS Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

“*Mobility Aid*” has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“*Municipal Business Licence*” means a licence or permit, other than an *Inter-municipal TNS Business Licence*, issued by a *Participating Municipality* that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

“*Participating Municipality*” means any one of the *Participating Municipalities*;

“*Premises*” means one or more fixed or permanent locations where the *TNS Business* ordinarily carries on *Business*;

“*TNS Business*” means a person carrying on the business of providing *Transportation Network Services*;

“*Transportation Network Services*” has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“*Vancouver Charter*” means the *Vancouver Charter*, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“*Zero Emission Vehicle*” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

3. Subject to the provisions of this By-law, each *Participating Municipality* will permit a *TNS Business* that has obtained an *Inter-municipal TNS Business Licence* to carry on the *Business* of providing *Transportation Network Services* within that *Participating Municipality* for the term authorized by the *Inter-municipal TNS Business Licence* without obtaining a *Municipal Business Licence* for the *TNS Business* in that *Participating Municipality*.

4. All *Inter-municipal TNS Business Licences* will be issued by the City of Vancouver.

5. The City of Vancouver may issue an *Inter-municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-municipal TNS Business* and meets the requirements of this By-law, in addition to the requirements of the City of Vancouver’s License By-law No. 4450.

6. Notwithstanding that a *TNS Business* may hold an *Inter-municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and regulations under any municipal business licence by-law in addition to those under any other by-laws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.

7. Any *Participating Municipality* may require that the holder of an *Inter-municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.

8. The annual *Inter-municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*. Any fees paid by an applicant to any *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-municipal TNS Business Licence* that are not refunded by that *Participating Municipality* will be credited against the initial *Inter-municipal TNS Business Licence* fee owing under this section 8.

9. The fee for any additional vehicles that begin operating under the authority of an *Inter-municipal TNS Business License* holder after the annual license fee is paid will be the per vehicle fee set out in section 8, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

10. The length of term of an *Inter-municipal TNS Business Licence* is 12 months, except that the length of term of the initial *Inter-municipal TNS Business Licence* issued to an *Inter-municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

11. An *Inter-municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities* in

accordance with this By-law, then the *Inter-municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.

12. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence by-law of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.

13. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and cancel an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence by-law of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.

14. The suspension or cancellation of an *Inter-municipal TNS Business Licence* under section 12 or 13 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-municipal TNS Business Licence*.

15. Nothing in this By-law affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.

16. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:

- (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and

- (b) include a certified copy of the municipal Council resolution or by-law authorizing the municipality's withdrawal from the *Inter-municipal TNS Business Licence* scheme.

17. The invalidity or unenforceability of any provision of this By-law shall not affect the validity or enforceability of any other provisions of this By-law and any such invalid or unenforceable provision shall be deemed to be severable.

18. Despite any other provision of this By-law, an *Inter-municipal TNS Business Licence* granted in accordance with this By-law does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*.

19. A business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this By-law, even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.

20. This Bylaw is to be cited as the "Inter-municipal TNS Business Licence Bylaw No.573, 2020".

READ A FIRST TIME
READ A SECOND TIME
READ A THIRD TIME

March 3, 2020
March 3, 2020
March 3, 2020

ADOPTED

March 17, 2020

Mayor

Corporate Officer

Certified a true copy of Inter-municipal TNS Business Licence Bylaw No.573, 2020, as adopted.

Corporate Officer

IMBL Report FAQs

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Provincial Regulations and Licences

1. What licence do companies need from the PTB?
 - a. Companies must also hold a Provincial Transportation Network Service (TNS) licence from the Passenger Transportation Board
2. When did the PTB start accepting applications?
 - a. September 3, 2019
3. How many companies have applied to PTB for Region 1?
 - a. 17 as of February 21
4. How many companies are licensed by the PTB for Region 1?
 - a. Five: Kabu, Whistle, Apt Rides, Lyft, Uber
5. How many vehicles do we expect in the region?
 - a. We do not know how many vehicles to expect. The City of Calgary is a Canadian jurisdiction with similar commercial driver training requirements and we understand they have roughly 4000 ride-hailing vehicles on the road.

Municipal Authority to Regulate

1. Can we use the IMBL to limit the number of ride-hailing vehicles per company?
 - a. No. Province has authority over fleet size.
2. Can we use the IMBL to set driver training requirements?
 - a. The Province has sole authority over driver requirements
3. Can we use the IMBL to require driver background checks?
 - a. The Province has sole authority over driver requirements
4. Can we use the IMBL to require zero emission or wheelchair accessible fleets?

- a. The Province has authority to regulate fleet size and composition.
5. Can we use the IMBL to set vehicle standards like age or mechanical inspection?
 - a. The Province has a maximum age allowance of 10 years for ride-hailing vehicles. Municipalities cannot set age limits that are more restrictive.
6. Can we use the IMBL to set minimum fares?
 - a. The Province has authority over fare rates.
7. Can we require companies to have car seats for children?
 - a. Safety requirements are regulated by the Province.

See *Supplemental Materials* at end for details of Provincial regulatory authority.

Inter-Municipal Business Licence

BY-LAW AMENDMENTS

1. Can amendments to the by-law be made today?
 - a. The IMBL requires all participating municipalities to adopt a common by-law. That means any amendment requested by Council today would have to be brought back to the WG for consideration. That would disrupt the planned timing of 25 Councils considering the IMBL in February, to reconvene the Working Group members and reach agreement on amended terms. The April 1 effective date would be jeopardized.
 - b. The proposed IMBL is considered interim by the Working Group members; staff are committed to working with municipal partners on a permanent IMBL; there will be opportunities to consider refinements to the terms during that process.

WORKING GROUP/PARTICIPATING MUNICIPALITIES

1. How many municipalities were eligible? How many are taking the report to Council?
 - a. 32 (includes TFN) municipalities are eligible
 - b. 25 are taking the report to Council
2. Why did 7 other municipalities not join?
 - a. All eligible municipalities were contacted for participation in the WG process; not all participated in the process to develop the by-laws or to take them forward.
3. Can they join later? How will ride-hailing be licensed in those communities?
 - a. The next opportunity will be the permanent IMBL
 - b. In the meantime those municipalities can:
 - i. issue their own business licences
 - ii. choose to allow the companies to operate without a business licence
4. Why was Mission not included?
 - a. All eligible municipalities were contacted for participation in the WG process
5. What happens if a Council listed on the Agreement doesn't approve the IMBL?
 - a. That municipality would not be a participating municipality for the purposes of the IMBL.
 - b. Ride-hailing companies would not be allowed to operate in that city under the IMBL

- c. The city would have the option of issuing its own municipal business licence
- d. The city can choose to allow companies to operate without a business licence
- 6. What happens if I want to take a ride to a municipality that did not adopt the IMBL?
 - a. For the consumer, there is no impact. Companies with PTB licences to operate in Region 1 may do so in any Region 1 municipality. It is up to the city whether they want to issue the company a municipal business licence, or choose to allow companies to operate without municipal business licences.

LICENSING AUTHORITY

- 1. Why is there only one licensing authority? Why is Vancouver the sole licensing authority?
 - a. Under the short time-frame of the process to develop bylaws, the WG decided that Vancouver should be the sole licensing authority because it had a licensing framework in place.
 - b. When the process started WG members anticipated companies would submit detailed trip and vehicle data on a monthly basis as part of the IMBL and not all participating municipalities have the capacity to accept, store, and distribute the data.
 - c. There will be a limited number of companies operating in the Region

FEES

- 1. Why did you settle on these fees? If data collection, storage and distribution are no longer part of the administration of the IMBL, why is the fee per vehicle so high, \$150? Isn't this going to be too expensive for companies?
 - a. Licensing fees aim to recover the costs for Vancouver to administer this program, and for other cities to monitor ride-hailing in their municipalities. They are not meant to be prohibitive for the ride-hailing companies. Because ride-hailing is a new business the full costs of licensing and monitoring are not yet known. Our fees are comparable to licensing fees in other Canadian jurisdictions such as the City of Calgary (about \$229/driver), and were decided by all members of the working group.
 - b. The \$150 IMBL per vehicle allows the vehicle to operate across Region 1; the overall cost for companies is much lower than if a company had to purchase licenses in each Region 1 municipality.
 - c. The fees are pro-rated over the calendar year; \$13/month (rounded up from \$12.50)
- 2. How did you calculate the cost to administer the IMBL?
 - a. Estimated Year 1 Total Cost: \$140,000
Direct and indirect costs and investments from COV Include:
 - Privacy Management
 - Legal Services
 - Policy Development
 - Corporate Overhead, Materials and Rent
 - Licence processing including fee administration and reconciliation
 - b. Costs to participating municipalities for monitoring the impact of industry are not fully known at this time.
- 3. What feedback did you get from companies about the \$150 fee?

- a. We heard from smaller companies that the \$150 fee is somewhat high. Licensing fees aim to recover the costs for Vancouver to administer this program, and for other cities to monitor ride-hailing in their municipalities. They are not meant to be prohibitive for the ride-hailing companies. Because ride-hailing is a new business the full costs of licensing and monitoring are not yet known. Our fees are comparable to licensing fees in other Canadian jurisdictions such as the City of Calgary (about \$229/driver), and were decided by all members of the working group.
4. If we want to encourage ZEV, why are they not discounted to \$0 vehicle fee?
 - a. The \$30 fee is a significant discount from the \$150 standard vehicle fee; it acknowledges that these vehicles do have an impact on the street, and an administrative cost.
5. Did you consider different fee structures, such as a tiered structure with a maximum fee? The report says the companies wanted a fee structure that more accurately reflects the fluidity of their business. Did you consider that?
 - a. Given the compressed timeline for achieving bylaw terms, the Working Group agreed to use the fee structure Vancouver already has in place. Namely a per vehicle fee. The fee is pro-rated.
 - b. The per vehicle fee allows for discounts to encourage wheelchair accessible and ZEV.
 - c. The fee structure may be a subject for further consideration in development of the permanent IMBL.
6. Did you consider per trip fees?
 - a. Per trip fees cannot make up the cost of a licence; the licence fees should cover the costs of administering the licence and monitoring impacts of the industry
 - b. The inability to charge per trip fees was confirmed to the WG by provincial representatives.
7. If companies purchase the IMBL but have already paid business licence fees in individual municipalities will they be paying twice to operate in those municipalities?
 - a. No. Any licence fees paid to an individual municipality can be applied to the IMBL.
8. What happens between now and when the IMBL becomes effective? Do municipalities have to purchase licences in individual municipalities for 6 weeks?
 - a. Cities can choose to not require companies to have a business licence in the interim, until the IML is available
 - b. Cities can require companies to purchase a municipal BL for the interim; fees paid will be credited against the IMBL.

DATA

9. The report says staff expect access to Provincially collected data. What is the status of the Partnership Agreement?
 - a. Staff are connected with the Province and are working to ensure data access will be sufficient for industry monitoring purposes.
10. How will we be able to use the data that is collected by the Province?
 - a. Staff are connected with the Province and are working to ensure data access will be sufficient for industry monitoring purposes. This includes verification of monthly report on number of vehicles and on total pick-ups and drop-offs in the

each participating municipality (IMBL licence requirements for purpose of licence fee invoicing and revenue sharing). The data can also be used to assess street level activity such as identification of high activity areas that might require new pick-up and drop-off zones, or may require on the ground attention from Street Use enforcement staff. It can also be used to assess larger system wide impacts such as shifts in mode share.

11. In the data collected by the Province, will the Municipality be able to access data on driver wages to ensure that ride-hailing drivers can make a living wage?
 - a. The Province are collecting these data; staff can inquire as to whether we can access that data.
12. Can we make submission of wage data a requirement of the IMBL?
 - a. Staff would have to review our authority to do so.
13. Are ride-hailing companies still going to submit monthly data to the City of Vancouver?
 - a. The number and type of vehicles – for licence fee invoicing purposes
 - b. The total pick-ups and drop-offs in each municipality for licence fee redistribution purposes

OTHER IMBL REQUIREMENTS

1. Did the Working Group consider requirements for vehicle identification?
 - a. The Province has established vehicle identification requirements.
2. Do cities have authority to set requirements for vehicle identification?
 - a. Municipal authority in this area is unclear.
3. Other questions related to Provincial jurisdiction:
 - a. The Province will be reviewing all ride-hailing regulations in 2022. We anticipate the opportunity for municipalities to provide input at that time.
4. What issues has the WG identified for review during development of the permanent IMBL?
 - a. The WG will monitor the industry to identify areas for consideration
 - b. We heard from stakeholders that they would like a fee structure that reflects the fluidity of their driver/vehicle pool so that is an item the WG is likely to consider
5. The Mayors' Council recommended harmonization of taxi fees with ride-hailing fees. How is that addressed in the IMBL?
 - a. Taxis are not included in the IMBL; they are licensed by individual municipalities. Each municipality will have to decide whether they want to harmonize the licence fees.
6. Does the IMBL address caps on the number of taxis?
 - a. Fleet size for all PDVs is under authority of the Province.
7. Does the IMBL address taxi boundaries?
 - a. Operating service areas for all PDVs are under authority of the Province.

ENFORCEMENT

1. How will municipalities be able to enforce local by-laws?
 - a. Each participating municipality will retain authority to enforce its own by-laws, for example street and traffic regulations;
 - b. Staff will work with companies to ensure compliance with street use and licence by-laws. The Municipality has a number of tools to pursue by-law compliance which

includes on-street enforcement through Bylaw Enforcement Officers, Licensing Orders, fines, business licence suspensions and prosecution.

2. How will we be able to verify the number of vehicles reported for licensing purposes is correct? How will we be able to verify the number of pick-ups and drop-offs reported for our municipality is correct?
 - a. The City of Vancouver expects to enter the Partnership Agreement with the Passenger Transportation Branch that will allow us to access the trip and vehicle data the province collects as a condition of the provincial licence. These data can be used to verify number of vehicles and pick-up and drop-offs per municipality.
3. Will other municipalities be able to suspend or cancel a company's IMBL?
 - a. All municipalities retain authority to suspend or cancel an IMBL. Because suspension or cancellation of a licence would affect all participating municipalities, staff in participating municipalities will establish a shared protocol for escalating enforcement prior to any municipality considering suspension or cancellation. This protocol will include communicating with the Provincial Registrar and Passenger Transportation Branch about on-going concerns with a company or vehicle.

Supplement: Provincial Regulations Tables

Table 1. Passenger Transportation Act and Regulations

New Definitions	
Passenger Directed Vehicle (PDV)	a commercial passenger vehicle, when the vehicle is operated to or from locations determined by or on behalf of the passengers (includes taxis, limousines, shuttle buses, and ride-hailing vehicles)
Transportation Network Service (TNS)	services respecting the connection of drivers of passenger directed vehicles with passengers who hail and pay for the services through the use of an online platform
Changes to municipal regulatory authority	
Supply and prohibition of PDVs	Municipalities cannot regulate supply; cannot prohibit provincially approved vehicles from operating within municipal boundaries
Driver background checks	Province will determine driver criminal & driver record check requirements and issue Chauffeur Permits
Insurance	
ICBC Authority	ICBC is authorized to develop new insurance products for Passenger Directed Vehicles and companies
Data submission required	
Taxi and TNS	Must submit data to the Passenger Transportation Board; data may include trip rates, wait times, pick up and drop off locations and times
Driver requirements - all Passenger Directed Vehicle drivers including ride-hailing	
Driver's Licence	BC issued Class 4 licence
Provincial Record Check	Annual police information check with Vulnerable Sector Search and driver abstract (record of driving infractions)
Licensee (company) requirements – All PDV and TNS	
Driver identity	Ensure identity of driver matches criminal record check; may issue record check certificate
National Safety Code	Obtain National Safety Code which requires company to: ensure drivers are properly licensed; monitor hours of driver service; ensure vehicles are mechanically sound
Vehicle safety requirements	
Mechanical Inspections, all PDVs	Annual mechanical inspection required; semi-annual if 40,000 or more km per year
Vehicle Age – TNS vehicles	Vehicles must be 10 years old or newer
Taxi & Limousine	No minimum age, however new fleet must be low emissions
Licence fees	
TNS	\$5,000 annual + \$0.30 fee per trip made by non-accessible vehicles
Taxi & Limousine	\$100 per vehicle fee annually

SUPPLEMENTAL MATERIALS

Enforcement & Fines	
All PDV	Audit and inspection is a PTB function Fines increased to a maximum of \$5,000/day for drivers and \$100,000/day for unlicensed companies

Table 2. Passenger Transportation Board Licence Conditions

Licence Condition	TNS	Taxi & Limousine
Company fleet size	unrestricted fleet size	current fleet sizes; application required for additional vehicles
Company service boundary	See Table 3 below	existing service boundaries maintained
Vehicle identification	Determined by PTB	Determined by PTB
Fare rates	Total fare may not be lower than Taxi flag drop rate;	rates set by Passenger Transportation Board, unchanged;
Data submission	See Appendix H	See Appendix H

Table 3. Passenger Transportation Board TNS Service Boundaries

Region 1: Lower Mainland, Whistler	Region2: Capital	Region 3: Vancouver Island, excluding CRD	Region 4: Okanagan- Kootenay Boundary-Cariboo	Region 5: BC North Central & other regions of BC
<ul style="list-style-type: none"> • Metro Vancouver • Fraser Valley • Squamish-Lillooet 	<ul style="list-style-type: none"> • Capital Regional District 	<ul style="list-style-type: none"> • Cowichan Valley • Nanaimo • Comox Valley • Alberni-Clayoquot • Strathcona • Mt. Waddington • Qathet (Powell River) 	<ul style="list-style-type: none"> • Okanagan-Similkameen • Central Okanagan • North Okanagan • Kootenay Boundary • Shuswap Cariboo • Thompson-Nicola • Columbia 	<ul style="list-style-type: none"> • Fraser-Fort George • Bulkey Nechako • Kitimat-Stikine • Peace River • Northern Rockies • North Coast • Island Trust • Sunshine Coast



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



**Lions Bay Parks Regulations Bylaw No. 448,
2012, Amendment Bylaw No. 576, 2020**

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

Lions Bay Parks Regulations Bylaw No. 448, 2012, Amendment Bylaw No. 576, 2020

A bylaw to make rules and regulations governing the management, maintenance,
improvement, operation, control and use of parks

The Council of the Village of Lions Bay enacts as follows:

Citation

1. This bylaw may be cited as Parks Regulations Bylaw No. 448, 2012, Amendment Bylaw No. 576, 2020.

Amendments

2. Parks Regulations Bylaw No. 448, 2012, as amended, is hereby amended as follows by:
 - (a) Adding the year “, 2012” to the citation of the bylaw in Section 1.1.
 - (b) Adding the words “, including any activity, conduct or condition which results in potential exposure to illness or injury to other persons in a park.” to the definition of “**Nuisance**” in Section 4.
 - (c) Striking the definition of “**Organized activity**” in Section 4 and replacing it with the following: means any activity which involves a group larger than 20 people and which constitutes a **nuisance** or limits general public access to a **park** or portion of the **park** or **community facility**, or any activity that involves instruction or training for a group larger than 20 people.
 - (d) Adding the words “or Chief Administrative Officer” after the word “Administrator” to the three occurrences of that word in the definition of “**Village Manager**” in Section 4.
 - (e) Adding the words “**and Closures or Restrictions**” to the heading for “**Part 10**”
 - (f) Deleting the entirety of Section 10.2 and replacing it as follows:

“The **Village Manager** may, at any time, by written order posted at the **park** or **community facility**, close or restrict any **park** or **community facility**, or part thereof, to the use of the Public, or restrict the number of persons in the park at any given time, or the hours of opening and closing of any **park** or **community facility** if, in the **Village Manager**’s opinion, such closure or restriction is necessary to prevent or assist the prevention of a breach of the peace or threat thereto, or other violation of provincial or federal law or public health order, or to protect members of the public from illness or injury from any cause, or injury or damage when works of maintenance or repair are being carried on by Municipal employees or contractors, or in the event of a natural disaster or possibility thereof.

- (g) By deleting the entirety of Section 10.3 and replacing it as follows:

“No person shall enter or remain in any **park** or **community facility**, or portion thereof, which has been posted as closed to public access by the **Village Manager**, and no person

shall exceed any restriction to public use of or access to any **park** or **community facility** posted by the **Village Manager**.

- (h) By striking the words “his or her” and substituting with “their”; striking the word “behaviour” and substituting “activity, conduct or condition”; adding the words “or contribute to”; and adding the words “or **community facility**” to Section 11.1.

READ A FIRST TIME	March 24, 2020
READ A SECOND TIME	March 24, 2020
READ A THIRD TIME	March 24, 2020
ADOPTED BY COUNCIL	March 26, 2020

 Mayor

 Corporate Officer

Certified a true copy of
 Parks Regulation Bylaw No. 448, 2012,
 Amendment Bylaw No. 576, 2020 as adopted

 Corporate Officer



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Lions Bay Parks Regulations Bylaw No. 448, 2012

Office Consolidation

This document is an office consolidation of Lions Bay Parks Regulation Bylaw No. 448, 2012 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Lions Bay Parks Regulation Bylaw No. 448, 2012, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted
9	All	Repeals bylaw	July 6, 1971
247	All	Repeals bylaw	August 14, 1995
316	All	Repeals bylaw	December 4, 2000
414	All	Repeals bylaw	July 21, 2009
439	All	Repeals bylaw	March 5, 2012
527	2(a) 2(b) 2(c) 2(d)	Amends title and citation name of Bylaw Amends the definition of Park Amends list of repealed bylaws Adds the ability for Council to authorize sale of goods in Parks	July 4, 2017

	2(e)	Adds the ability for Council to authorize motor vehicles in Parks	
	2(f)	Adds the ability for Council to authorize extended hours for Parks	
	2(g)	Provides for boat storage facility, fees & seizure/sale enforcement	
	2(h)	Provides for enforcement under Bylaw No. 385	
565	3.1	Replaces s.12.3.2 to restrict the flying of gliders and motor driven aircrafts, including drones	June 18, 2019
<u>576</u>	<u>2(a)</u>	<u>Amends the citation of the bylaw</u>	
	<u>2(b)</u>	<u>Amends the definition of Nuisance</u>	
	<u>2(c)</u>	<u>Amends the definition of Organized Activity</u>	
	<u>2(d)</u>	<u>Adds Chief Administrative Officer to the definition of Village Manager</u>	
	<u>2(e)</u>	<u>Amends the heading</u>	
	<u>2(f)</u>	<u>Provides for further enforcement in parks and community facilities</u>	
	<u>2(g)</u>	<u>Expands prohibition dealing with remaining in a park or facility that is closed or restricted</u>	
	<u>2(h)</u>	<u>Amends the prohibition dealing with behavior or conduct which creates or contributes to a nuisance</u>	

Bylaw No. 448, 2012

LIONS BAY PARKS REGULATIONS BYLAW

A bylaw to make rules and regulations governing the management, maintenance, improvement, operation, control and use of parks

The Council of the **Village of Lions Bay** enacts as follows:

Part 1 Citation

1.1 This bylaw may be cited as Lions Bay Parks Regulations Bylaw No. 448, 2012.

[Amended by Bylaw No. 527]

[Amended by Bylaw No. 576]

Part 2 Severability

2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Part 3 Previous Bylaw Repeal

3.1 **Parks** Regulation Bylaw No. 9, and the amendment bylaws Nos. 247, 316, 414 and 439 are hereby repealed.

[Amended by Bylaw No. 527]

Part 4 Definitions

In this bylaw:

“Beach” means any area covered and uncovered by the ebb and flow of the tide, and any adjacent area which can reasonably be considered part of the **beach** environment including areas of rock, sand, pebbles, shell, shingle or coastal vegetation.

“Enforcement officer” means:

1. every person designated by Council by name of office or otherwise as an **enforcement officer** for the purposes of administering and enforcing this Bylaw; and
2. a peace officer, including every officer of the Royal Canadian Mounted Police.

“Community facility” means a building, recreation or other municipal facility intended for use by the public, including but not limited to, the Village Hall, tennis courts, play structures, washrooms, picnic shelters and other recreation facilities located in a **Park** or on any other land which the **Village** owns or controls by means of a lease, license or other legal instrument, that is

intended for athletic, social or recreational use by members of the community.

“**Fire Chief**” means the person appointed to such position from time to time or other persons authorized to carry out the duties ascribed to the said **Fire Chief**.

“**Fire season**” means the time of year declared as “fire season” by the Village Manager or designate.

“**Foreshore**” means any area within the Village along the shoreline between the high and low water marks.

“**Lions Bay Fire Rescue**” means the Fire Rescue Department of the Village of Lions Bay.

“**Manager Public Works**” means the person appointed to such position from time to time or other persons authorized by Council to carry out the duties ascribed to the said **Manager Public Works**.

“**Nuisance**” means any activity, conduct or condition occurring in a **park** which substantially and unreasonably interferes with a person’s use and enjoyment of the **park**, including any activity, conduct or condition which results in potential exposure to illness or injury to other persons in a park.

[Amended by Bylaw No. 576]

“**Organized activity**” means any activity which ~~is pre-planned,~~ involves a group larger than 20 people and which constitutes a nuisance or limits general public access to a park or portion of the **park** or **community facility**, or any activity that involves instruction or training for a group larger than 20 people.

[Amended by Bylaw No. 576]

“**Park**” means a **park** or **parkland** or any real property or interest therein within the **Village** held or used for pleasure or recreation uses of the public and includes the land held under any lease, including the **foreshore** and land covered by water granted to the **Village** by her Majesty the Queen and designated W-2 under Zoning and Development Bylaw No. 520, 2017, and including the forest inside the Village boundary.

[Amended by Bylaw 527]

“**Vehicles**” means all conveyances for the carriage or transport of persons, passengers, goods or materials propelled by any mechanical device or other modes of power whatsoever and shall include bicycles and tricycles.

“**Village Manager**” means the **Village Manager** or Administrator or Chief Administrative Officer of the Village of Lions Bay, and also means the person appointed to the **Village Manager** or Administrator or Chief Administrative Officer position from time to time, or other persons authorized by Council to carry out the duties ascribed to the said **Village Manager** or Administrator or Chief Administrative Officer.

[Amended by Bylaw No. 576]

“**Village**” means the **Village of Lions Bay**.

-
- 5.1 No person shall cut, break, prune, damage, deface, tamper with, destroy, remove, apply graffiti to or burn anything in any **park** including, without limiting the generality of the foregoing, any building, structure, vegetation, court, fence, swing, notice, seat, bench, ornament, lamp post, turf or thing in or on any **park** or **community facility**.
- 5.2 No person shall molest, disturb, frighten injure, trap, harm, kill or snare any bird or animal in any **park**, with the exception that authorized **Village** staff may deal with nuisance animals or birds.
- 5.3 No person shall foul, pollute, or deposit any matter or thing or otherwise introduce any contaminant onto the land or into any stream, reservoir, creek, pond, ditch, pool or water within a **park** or **community facility**.
- 5.4 No person shall tamper with or discharge or cause to be let out, any water from any reservoir, stream, pond, pool or hydrant in or on any **park**.
- 5.5 No person shall climb, walk or sit upon a fence, structure or piece of equipment in any **park** or **community facility**, unless the same is designed and intended for such purpose.
- 5.6 No person shall deposit or dump any garbage, glass, crockery, paper, rubbish, litter, wood, waste or other material whether liquid or solid in or on any **park** or **community facility**, except in receptacles provided there for such purpose and then only if there is space in the receptacle for such deposit.
- 5.7 No person shall dispose of waste generated outside a **park** or **community facility** by depositing the waste in a waste receptacle or anywhere else inside any **park** or **community facility**.

Part 6 Fires and Fireworks

- 6.1 No person except members of **Lions Bay Fire Rescue**, acting upon authorization of the Village for community events, shall discharge any fireworks, combustible or explosive matter in a **Park** or **community facility**.
- 6.2 No person except members of **Lions Bay Fire Rescue**, acting upon authorization of the Village for community events, shall cause, permit or allow a fire to burn in a **park** or **community facility**
- 6.3 No person shall use a charcoal or propane fire barbeque or hibachi in any **Lions Bay park** except in Lions Bay **Beach Park** and Kelvin Grove **Beach Park**.
- 6.4 No person shall dispose of used embers, coals or by-products of privately-owned barbecues on municipal property.
- 6.5 No person shall place or throw any lighted match, cigar, cigarette or any burning substance or thing in or on any **park**. The **Fire Chief** may prohibit smoking in any **park** or **Community facility** at any time by posting a no-smoking order at the entrance to the **park** or **community facility**.
- 6.6 The **Fire Chief** may declare, in writing, any **park** or trail, or part of a **park** or trail to be a fire risk. If the **Fire Chief** makes such a declaration, then no person except Village employees in the performance of their duties shall enter that trail or **park**.

Part 7 Commercial Services and Activities

7.1 No person shall sell, exchange, barter or expose or display for sale any goods, offer any service or carry on any commercial undertaking whatsoever in a **park** or **community facility**, except as part of a community event, or as authorized under the **Village** Filming policy, or as specifically authorized by Council for specific locations, dates and times.

[Amended by Bylaw No. 527]

7.2 No person shall post, paint, or affix any advertisement, bill, poster, handout, picture, matter or thing in or on any **park** or engage in the distribution or delivery of advertising material in any **park** or in any building, structure or thing in any **park**, or operate or station any motor **vehicle** displaying advertising or equipped with a public address system in a **park** or **community facility** for the purpose of advertising, promoting, demonstration or attracting attention. This section shall not apply to persons supporting a community event and to **Village** employees acting in the performance of their duties, or in support of community events.

7.3 No person shall operate or use any amplifying system or loudspeaker in or on any **park**. This section shall not apply to persons supporting a community event and to **Village** employees acting in the performance of their duties, or in support of community events.

Part 8 Community Facilities Rental

8.1 No person or group shall use a **park**, or any portion of a **park**, or a **community facility**, for an organized sport, **organized activity**, special event, ceremony, or ancillary activity unless that person has notified the Village office to ascertain whether a valid **Community Facilities** Rental contract is required, and has obtained such a contract if it is required. Fees, requirements and guidelines used shall be those established in the Recreation Operations Manual approved by **Council**.

Part 9 Motor Vehicles, Devices and Machinery

9.1 No person shall use any motorized boat, water sled, water skis or other water borne contrivance or thing propelled by a motor, for recreational purposes, within two hundred metres (200 m) of any **park** or **beach**. Boats accessing an anchor buoy are exempted from this provision, but must proceed at the boat's dead slow speed.

9.2 With the exception of a **Lions Bay enforcement officer** and other Village staff, no person shall drive or park a motorized **vehicle**, in any **park**, or use any motorized devices or machinery in any **park**, except as specifically authorized by Council for specific locations, dates and times.

[Amended by Bylaw No. 527]

9.3 **The Village Manager** or an **enforcement officer** may remove, or cause to be removed any unauthorized motor **vehicles**, devices or machinery from any **park**.

Part 10 Hours and Closures or Restrictions of Public Use of Parks

[Amended by Bylaw No. 576]

10.1 No person, except authorized **Village** personnel, shall enter or remain within any **park** for any purpose whatsoever during the hours when the **park** is closed as indicated by posted notice, or where no hours are posted, between 10:00 pm and 8.00 a.m., except in the case of a community event or as specifically authorized by Council.

[Amended by Bylaw No. 527]

10.2 The **Village Manager** may, at any time, by written order posted at the **park** or **community facility**, close or restrict any **park** or **community facility**, or part thereof, to the use of the Public, or restrict the number of persons in the park at any given time, or the hours of opening and closing of any **park** or **community facility** if, in the **Village Manager's** opinion, such closure or restriction is necessary to prevent or assist the prevention of a breach of the peace or threat thereto, or other violation of the criminal, provincial or federal law or public health order, or to protect members of the public from illness or injury from any cause, or injury or damage when works of maintenance or repair are being carried on by Municipal employees or contractors, or in the event of a natural disaster or possibility thereof.

[Amended by Bylaw No. 576]

10.3 No person shall enter or remain in any **park** or **community facility**, or portion thereof, which has been posted as closed to public access by the **Village Manager**, and no person shall exceed any restriction to public use of or access to any park or community facility posted by the Village Manager.

[Amended by Bylaw No. 576]

Part 11 Behaviour and Conduct

11.1 No person shall by his or her their behaviour activity, conduct or condition create or contribute to a **nuisance** in any **park** or community facility.

[Amended by Bylaw No. 576]

11.2 No person shall obstruct the lawful use and enjoyment of any **park** or **community facility** by any other person.

11.3 No person may refuse to comply with the direction of any **enforcement officer**.

11.4 No person shall obstruct or delay, or cause to be obstructed or delayed, any official, employee, agent, **enforcement officer**, or contractor of the **Village** in the exercise of any of lawful duties.

11.5 No person shall urinate or defecate in a **park**, except in a **park** washroom

11.6 No person shall smoke in any park or trailway.

11.7 No person shall play amplified music in any park, or public trail, or other way open to public use, except as permitted under **Part 8 – Community Facilities Rental**

Part 12 Permitted Uses

12.1 No person shall store boats, canoes, kayaks, trailers or other watercraft or things, on a **beach** or **foreshore** in any **park**.

12.2 No person shall erect any tent, building, shelter or other structure or works, sleep overnight, or occupy a **vehicle**, trailer or camper for overnight camping, temporary or permanent, in or on any **park**.

12.3 No person shall do any of the following in any **park**:

1. play golf or strike a golf ball;
2. fly any motor driven glider or aircraft, including a drone;
3. shoot an arrow or practice archery; or
4. play or participate in paint-ball.

[Amended by Bylaw No. 565]

12.4 Storage Facilities

1. The Village is authorized to establish storage facilities for canoes, kayaks, and other non-motorized water craft within a **Park** or **Community Facility**;

2. The Village may charge a fee for this service in accordance with Fees Bylaw No. 497, as amended;

3. The Village Manager is authorized to create procedures and policies to administer the storage facility and associated fees and may seize any water craft or thing unlawfully occupying the storage facility;

4. The Village, through the Village Manager, may recover those fees from the owner of the water craft or thing, including by sale of the water craft or thing if the owner refuses to pay or cannot be identified after reasonable efforts and the Village relies on the powers granted under the *Community Charter* and the *Disposal of Property in Police Possession Regulation*."

[Amended by Bylaw No. 527]

Part 13 Loss of Access Rights

13.1 Where the **Village Manager** or an **enforcement officer** is of the opinion that a person or group within a **park** or **community facility** is contravening any provisions of this or any other Bylaw, that person or group:

1. must cease contravening the provision of the Bylaw or other enactment;

2. may be required by the **Village Manager** or designate or an **enforcement officer** to leave the **park** or **community facility**;

3. may, on written notice from the **Village Manager** or designate, forfeit their right of access to the **park** and/or **community facility** for a period of time stipulated in writing by the **Village Manager**, but not to exceed 60 days.

Part 14 Penalty and Enactment

14.1 Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects or refrains from doing

anything required by a provision of this bylaw, is guilty of an offence and is liable, upon summary conviction, to a fine not exceeding \$10,000 and not less than \$2,000, and is guilty of a separate offence each day that a violation continues or exists, unless the Village elects to proceed under the Bylaw Notice Enforcement Bylaw No. 385, 2006, as amended, in which case any violation of or failure to act under this bylaw shall constitute a bylaw contravention rather than an offence.”

[Amended by Bylaw No. 527]

READ A FIRST TIME on May 22nd, 2012

READ A SECOND TIME on May 22nd, 2012

READ A THIRD TIME on June 4th, 2012

ADOPTED by the **Council** on June 19th, 2012

Mayor

Acting Corporate Officer

Certified a true copy of
Bylaw 448, 2012 as adopted

Acting Corporate Officer



Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 577, 2020

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

Bylaw No. 577, 2020

Bylaw Notice Enforcement Bylaw Amendment

A bylaw to amend of Bylaw Notice Enforcement Bylaw No. 385, 2006

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited for all purposes as "Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 577, 2020".

2. Bylaw Notice Enforcement Bylaw No. 385, 2006, as amended, is hereby amended as follows:
 - (a) Schedule A, Parks Regulation Bylaw No. 448, 2012, is amended by striking the penalty amounts for sections 10.3, 11.1, 11.2, and 11.3 and replacing them as follows:

448	9.3	Unauthorized entry to closed park	\$250	\$200	\$300	NO
448	10.1	In park outside open hours	\$250	\$200	\$300	NO
448	10.3	Enter or remain in closed or restricted park	\$450	\$500	\$400	NO
448	11.1	Create a nuisance in park	\$250	\$200	\$300	NO
448	11.2	Obstruct use and enjoyment of park	\$250	\$200	\$300	NO
448	11.3	Fail to comply with direction of enforcement officer	\$250	\$200	\$300	NO
448	11.4	Obstruct or delay enforcement officer	\$250	\$200	\$300	NO
448	11.5	Urinate/defecate in park	\$250	\$200	\$300	NO
448	12.2	Camp in park	\$250	\$200	\$300	NO

READ A FIRST TIME
READ A SECOND TIME
READ A THIRD TIME
ADOPTED

March 24, 2020
March 24, 2020
March 24, 2020
March 26, 2020

Bylaw Notice Enforcement Bylaw No. 385, 2006,
Amendment Bylaw No. 577, 2020

Mayor

Corporate Officer

**Certified a true copy of
Bylaw No. 577, 2020 as adopted.**

Corporate Officer



Bylaw Notice Enforcement Bylaw No. 385, 2006

Office Consolidation

This document is an office consolidation of Bylaw Notice Enforcement Bylaw No. 385, 2006 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Bylaw Notice Enforcement By-law No. 385, 2006 as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted
415	1 2 3	Amends s.9.2 re. designated classes of persons that may be appointed as screening officers Amends s.11.1 re. RCMP as police force Replaces Schedule A	July 21, 2009
434	Sched A	Replaces Schedule A	June 20, 2011
492	Sched A	Replaces Schedule A	June 2, 2015
495	Sched A	Replaces Schedule A	July 7, 2015
507	2(a) 2(b)	Amends penalties under Bylaw No. 428 (Fire), Sections 32, 33, 35 and 52. Adds penalties for Bylaw No. 393 (Trees)	July 19, 2016
533	2(a) 2(b) 2(c)	Adds penalties for Secondary Suite contraventions per s.10.1 of Bylaw No. 234 Amends penalties for provisions re. ss. 8(2), 10(a), 10(h), and 10(k) of Bylaw No. 413 Deletes penalties for Bylaw No. 362 and substitutes penalties for Bylaw No. 520	November 7, 2017
555	2(a)	Deletes and replaces section 8.2	January 22, 2019
<u>577</u>	<u>Sched A</u>	<u>Amends fees for ss. 9.3, 10.1, 10.3, 11.1, 11.2, 11.3, 11.4, 11.5, 12.2</u>	

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

3

VILLAGE OF LIONS BAY

BYLAW NO. 385, 2006

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Village of Lions Bay
Bylaw Notice Enforcement
Bylaw No. 385, 2006

A bylaw respecting the enforcement of bylaw notices in conjunction with the
North Shore Bylaw Adjudication Registry

The Council of the Municipality of Village of Lions Bay enacts as follows:

Part 1 Citation

- 1.1 This Bylaw may be cited as Bylaw Notice Enforcement Bylaw No. 385, 2006
(North Shore Bylaw Notice Dispute Adjudication Registry).

Part 2 Severability

- 2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then
the invalid portion must be severed and the remainder of this bylaw is deemed to
have been adopted without the severed section, subsection, paragraph,
subparagraph, clause or phrase.

Part 3 Definitions

- 3.1 In this bylaw:

"**Act**" means the *Local Government Bylaw Notice Enforcement Act*;

"**Municipality**" means the Municipality of the Village of Lions Bay;

"**Registry**" means the North Shore Bylaw Notice Adjudication Registry
established pursuant to Part 8 of this Bylaw.

Part 4 Terms

- 4.1 The terms in this bylaw have the same meaning as the terms defined in the Act.

Part 5 Bylaw Contraventions

-
- 5.1 The bylaw and bylaw contraventions designated in Schedule A may be dealt with by bylaw notice.

Part 6 Offence and Penalty

- 6.1 The penalty for a contravention referred to in Part 5 is as follows:
- 6.1.1 subject to subsection 6.1.2 and 6.1.3, is the Penalty amount set out in column A1 of Schedule A,
 - 6.1.2 if received by the Municipality within 14 days of the person receiving or being presumed to have received the notice, is the Early Payment Penalty set out in column A2 of Schedule A,
 - 6.1.3 if more than 28 days after the person received or is presumed to have received the bylaw notice, is subject to a late payment surcharge in addition to the penalty under subsection 6.1.1, and is the Late Payment Penalty set out in column A3 of Schedule A,

Part 7 Period for Paying a Disputed Notice

- 7.1. A person who receives a bylaw notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw notice:
- 7.1.1 pay the penalty, or
 - 7.1.2 request dispute adjudication by filling in the appropriate portion of the bylaw notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, or by mail, to the Village of Lions Bay Village Office.
- 7.2 A person may pay the indicated penalty after 14 days of receiving the notice, subject to the applicable surcharge for late payment accordance with subsection 6.1.3, but no person may dispute the notice after 14 days of receiving the bylaw notice.
- 7.3 Pursuant to the requirements of section 25 of the Act, where a person was not served personally with a bylaw notice and advises the Municipality that they did not receive a copy of the original notice, the time limits for responding to a bylaw notice under Part 6 and section 7.1 of this bylaw do not begin to run until a copy of the bylaw notice is re-delivered to them in accordance with the Act.

Part 8 Bylaw Notice Dispute Adjudication Registry

8.1 The Registry is established as a bylaw notice dispute adjudication system in accordance with the Act to resolve disputes in relation to bylaw notices.

8.2 The Municipality is authorized to enter into, and the Mayor and Administrator are authorized to execute, a dispute adjudication system agreement or amended agreement with the District of North Vancouver and such other neighbouring jurisdictions as may wish to be a part of the Registry, such agreement to be attached to this bylaw as the new Schedule B upon execution by the Municipality.

[Amended by Bylaw No. 555]

8.3 Every person who is unsuccessful in a dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this section must pay the Municipality an additional fee of \$25 for the purpose of the Municipality recovering the costs of the adjudication system.

Part 9 Screening Officers

9.1 The position of screening officer is established.

9.2 The following are designated classes of persons that may be appointed as screening officers:

9.2.1 Village Manager

9.2.2 Corporate Secretary

9.2.3 Treasurer

9.2.4 Bylaw Enforcement Officer

[Amended by Bylaw No. 415, 2009]

and Council may appoint screening officers from these classes of persons by name of office or otherwise.

Part 10 Powers, Duties and Functions of Screening Officers

10.1 The powers, duties and functions of screening officers are as set out in the Act, and include the following powers:

-
- 10.1.1 Where requested by the person against whom a contravention is alleged, communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw notice dispute adjudication system and the fee or fees payable in relation to the bylaw notice enforcement process;
- 10.1.2 To communicate with any or all of the following for the purposes of performing their functions under this bylaw or the Act:
- (a) the person against whom a contravention is alleged or their representative;
 - (b) the officer issuing the notice;
 - (c) the complainant or their representative;
 - (d) the Municipality's staff and records regarding the disputant's history of bylaw compliance.
- 10.1.3 To prepare and enter into compliance agreements under the Act with persons who dispute bylaw notices, including to establish terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with the bylaw;
- 10.1.4 To provide for payment of a reduced penalty if a compliance agreement is entered into, as provided in column A4 of Schedule A; and
- 10.1.5 To cancel bylaw notices in accordance with the Act or Municipal policies and guidelines.
- 10.2 The bylaw contraventions in relation to which a Screening Officer may enter into a compliance agreement are indicated in column A4 of Schedule A.
- 10.3 The maximum duration of a compliance agreement is one year.

Part 11 Bylaw Enforcement Officers

- 11.1 Persons acting as any of the following are designated as bylaw Enforcement Officers for the purposes of this bylaw and the Act:
- 11.1.1 Special constables, officers, members or constables of:

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

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- (a) The provincial police force as defined in section 1 of the *Police Act*, or
 - (b) The Royal Canadian Mounted Police;
[Amended by Bylaw No. 415, 2009]
- 11.1.2 Bylaw enforcement officers appointed pursuant to the *Police Act* and *Community Charter*;
- 11.1.3 Local assistants to the fire commissioner under section 6 of the *Fire Services Act*;
- 11.1.4 Bylaw enforcement officers, licensing inspectors, building inspectors, animal control officers or other persons acting in another capacity on behalf of a municipality, regional district or local trust committee for the purpose of enforcement of one or more of its bylaws.

Part 12 Form of Bylaw Notice

- 12.1 The Municipality may from time to time provide for the form or forms of the bylaw notice, provided the bylaw notice complies with section 4 of the Act.

Schedules

Schedule A - Designated Bylaw Contraventions and Penalties

Schedule B – North Shore Bylaw Dispute Adjudication Registry Agreement

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

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READ A FIRST TIME **this 5th of September, 2006**

READ A SECOND TIME **this 5th of September, 2006**

READ A THIRD TIME **this 5th of September, 2006**

ADOPTED **this 19th of September, 2006**

Mayor

Administrator

Certified a true copy of
By-law No. 385, 2006
as adopted.

Administrator

Schedule 'A' to Bylaw No. 385

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
BUILDING REGULATION BYLAW, NO. 234, 1994						
234	5 (a)	Construct without a building permit	\$300	\$280	\$320	YES
234	5 (c)	Tamper with posted notice	\$500	\$475	\$500	NO
234	5 (d)	Work contrary to approved plans	\$300	\$280	\$320	YES
234	5 (e)	Obstruct Village officer or employee	\$500	\$475	\$500	NO
234	5 (f)	Fail to stop work	\$500	\$475	\$500	YES
234	5 (h)	Submit false information	\$500	\$475	\$500	YES
234	6 (b)	Unauthorized use of Village property	\$100	\$90	\$110	YES
234	10.1	Secondary Suite contrary to bylaw requirements	475	450	500	YES
234	12	Fail to post building permit	\$300	\$280	\$320	NO
234	16 (a)	Occupy without approval	\$300	\$280	\$320	YES
NOISE CONTROL BYLAW NO. 283, 1998						
283	2	Sound which disturbs	\$110	\$100	\$120	NO
283	3	Decibel level	\$110	\$100	\$120	NO
283	4 (a)	Continuous sound	\$110	\$100	\$120	NO
283	4 (b)	Construction sound	\$220	\$200	\$240	YES
283	5 (a)	Improper use of vehicle horn	\$110	\$100	\$120	NO
283	5 (b)	Car alarm noise	\$110	\$100	\$120	NO
TREES, VIEWS AND LANDSCAPES BYLAW NO. 393, 2007, as amended						
393	3.2	Obstruct Village Official	\$300	\$250	\$350	NO
393	3.3	Cut tree without permit	\$475	\$450	\$500	NO
393	3.4.5	Cut tree after expiry of permit	\$400	\$350	\$450	NO
393	3.4.6	Tree cut by unqualified owner or contractor	\$475	\$450	\$500	NO
393	3.4.8	Tree cut without exemption during bird nesting period	\$475	\$450	\$500	NO
393	3.4.9	Failure to provide insurance	\$475	\$450	\$500	YES

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
		certificate prior to commencement of work				
393	3.5	Tree damaging activities	\$475	\$450	\$500	YES
393	Schedules A and B	Failure to replant in accordance with approved plan and permit	\$400	\$350	\$450	YES
GOOD NEIGHBOR BYLAW NO. 412, 2009						
412	5.1.1	Create or cause a nuisance	\$200	\$185	\$215	YES
412	5.1.2	Permit a nuisance	\$200	\$185	\$215	YES
412	5.1.3	Allow unsightly parcel	\$200	\$185	\$215	YES
412	5.1.4 (a)	Allow an unsightly accumulation	\$200	\$185	\$215	YES
412	5.1.4 (b)	Permit or cause water to collect	\$200	\$185	\$215	YES
412	5.1.4 (c)	Store rubbish where visible	\$200	\$185	\$215	YES
412	5.1.4 (d)	Place graffiti	\$100	\$90	\$110	YES
412	5.1.4 (g)	Accumulate building materials	\$100	\$90	\$110	YES
412	5.1.4 (h)	Storage or accumulation of motor vehicle	\$100	\$90	\$110	YES
412	5.2.1	Fail to abate nuisance	\$100	\$90	\$110	YES
412	5.2.2 (a)	Fail to remove unsightly accumulation	\$100	\$90	\$110	YES
412	5.2.2 (b)	Fail to prevent or clear insect infestation	\$100	\$90	\$110	YES
412	5.2.2 (d)	Fail to clear parcel of brush, noxious weeds and grass	\$100	\$90	\$110	YES
412	5.2.2 (e)	Fail to shield or deflect outdoor light	\$100	\$90	\$110	YES
412	5.2.2 (f)	Fail to repair or remove fence	\$200	\$185	\$215	YES
412	7.3.2	Interfere with, resist or obstruct authorized person	\$500	\$475	\$500	NO
TRAFFIC AND PARKING BYLAW NO. 413, 2009						
413	8 (1)	Fail to obey traffic control device	\$100	\$90	\$110	NO

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

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Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
413	8 (2)	Interfere with traffic control device	\$300	\$200	\$400	NO
413	8 (3)	Plant interferes with traffic control device	\$45	\$35	\$55	YES
413	8 (4)	Illegal traffic control device	\$45	\$35	\$55	YES
413	10 (a)	Park in contravention of a traffic control device	\$65	\$50	\$80	NO
413	10 (b)	Fail to display insurance decal	\$45	\$35	\$55	NO
413	10 (c)	Park on or too near crosswalk	\$45	\$35	\$55	NO
413	10 (d)	Park near traffic control device	\$45	\$35	\$55	NO
413	10 (e)	Park on bridge	\$45	\$35	\$55	NO
413	10 (f)	Park near fire hydrant/equipment	\$80	\$70	\$90	NO
413	10 (g)	Park to obstruct or interfere with traffic/maintenance	\$80	\$70	\$90	NO
413	10 (h)	Park without permit for zone	\$65	\$50	\$80	YES
413	10 (i)	Park too near driveway	\$45	\$35	\$55	NO
413	10 (j)	Failure to park off roadway	\$45	\$35	\$55	NO
413	10 (k)	Park more than 72 hours	\$55	\$40	\$70	NO
413	10 (l)	Park more than 24 hours in snow	\$45	\$35	\$55	NO
413	10 (m)	Park in intersection	\$45	\$35	\$55	NO
413	11 (1)	Park extraordinary vehicle overnight	\$100	\$90	\$100	YES
413	11 (2)	Unattached trailer	\$100	\$90	\$110	YES
413	12	Park near school	\$45	\$35	\$55	NO
413	16	Fail to comply with direction of enforcement officer	\$100	\$90	\$110	NO
413	17	Hinder, obstruct or delay enforcement officer	\$100	\$90	\$110	NO
413	19	Operate sound broadcasting vehicle	\$45	\$35	\$55	NO
413	20	Drive over fire hose	\$80	\$70	\$90	NO
413	21 (a)	Drop or spill on highway	\$45	\$35	\$55	NO

VILLAGE OF LIONS BAY
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Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
413	21 (b)	Noxious flow on highway	\$45	\$35	\$55	NO
413	21 (c)	Damage plants/grass on highway	\$100	\$90	\$100	NO
413	21 (d)	Damage or deface highway	\$100	\$90	\$110	NO
413	21 (e)	Dead animal on highway	\$45	\$35	\$55	NO
413	21 (f)	Camp on highway	\$45	\$35	\$55	NO
413	21 (g)	Make fire on highway	\$100	\$90	\$110	NO
413	21 (h)	Unsecure load	\$100	\$90	\$100	NO
413	21 (i)	Urinate/defecate on highway	\$100	\$90	\$100	NO
413	21 (j)	Overweight vehicle on highway	\$100	\$90	\$100	NO
413	21 (k)	Operate vehicle with lugged wheels	\$100	\$90	\$100	NO
413	24	Sell/display goods/services on highway	\$100	\$90	\$100	YES
413	25	Chattel/structure on highway	\$100	\$90	\$100	YES
413	26	Dumpster on highway	\$100	\$90	\$100	YES
413	27	Accumulations on highway	\$100	\$90	\$100	YES
413	28	Unfenced excavation near highway	\$100	\$90	\$100	YES
413	29	Construction obstructing highway	\$100	\$90	\$100	YES
413	31	Fail to disperse on highway when directed	\$100	\$90	\$100	NO
413	32	Skate/blade/scoot without helmet	\$45	\$35	\$55	NO
ANTI-IDLING BYLAW NO. 416, 2010						
416	3	Unlawful idling	\$100	\$90	\$110	YES
FIRE BYLAW NO. 428, 2011						
428	27	Unauthorized entry to area limited for Fire Rescue purposes	\$100	\$80	\$120	NO
428	28	Hinder Fire Rescue operations	\$450	\$425	\$120	NO

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
428	29	Damage or destroy Fire Rescue apparatus or equipment	\$450	\$425	\$120	NO
428	30	Drive vehicle over Fire Rescue equipment without permission	\$100	\$80	\$120	NO
428	31	Falsely represent to be Fire Rescue member	\$100	\$80	\$120	NO
428	32	Obstruct/interfere with approach to Fire Rescue incident	\$200	\$180	\$220	NO
428	33	Interfere with fire hydrant	\$450	\$425	\$475	NO
428	34	Fail to maintain clearance around fire hydrant	\$50	\$40	\$60	YES
428	35	Fail to address fire hazard when ordered	\$450	\$425	\$475	YES
428	36	Construct fire pit or fire ring	\$100	\$80	\$120	YES
428	37	Burn wood outside a building	\$100	\$80	\$120	NO
428	38	Open burning	\$100	\$80	\$120	NO
428	39	Drop burning substance into or near combustible material	\$100	\$80	\$120	NO
428	40	Burn or use combustion device outside when banned	\$100	\$80	\$120	YES
428	41	Burn unauthorized material inside or outside a building	\$100	\$80	\$120	NO
428	42	Use water contrary to designated purpose, hours or methods	\$100	\$80	\$120	NO
428	44	Fail to install sprinklers in new residence	\$450	\$425	\$475	YES
428	45	Fail to install sprinklers during alteration to residence	\$450	\$425	\$475	YES
428	46	Fail to install fire extinguisher	\$100	\$80	\$120	YES
428	47	Fail to install smoke alarms	\$100	\$80	\$120	YES

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Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
428	48	Use fireworks when under age 18	\$50	\$40	\$60	NO
428	49	Use unauthorized Consumer Fireworks	\$100	\$80	\$120	NO
428	50	Use High Hazard Fireworks	\$200	\$180	\$220	NO
428	52	Fail to comply with order to address violations, requiring re-inspection	\$450	\$425	\$475	YES
PESTICIDES BYLAW NO. 430, 2011						
430	3	Use of pesticide for cosmetic purposes	\$250	\$225	\$275	NO
430	4	Use of non-permitted pesticide	\$250	\$225	\$275	NO
PARKS REGULATIONS BYLAW NO. 448, 2012						
448	5.1	Damage park	\$500	\$475	\$500	YES
448	5.2	Molest animals or birds	\$100	\$90	\$100	NO
448	5.3	Contaminate water in park	\$500	\$465	\$500	NO
448	5.4	Release water in park	\$500	\$465	\$500	NO
448	5.5	Improper climbing on structure	\$100	\$90	\$100	NO
448	5.6	Litter in park	\$100	\$90	\$100	NO
448	5.7	Unlawful waste in park receptacle	\$100	\$90	\$100	NO
448	6.1	Fireworks in park	\$250	\$230	\$270	NO
448	6.2	Make fire in park	\$100	\$90	\$100	NO
448	6.3	Improper barbecue in park	\$100	\$90	\$100	NO
448	6.5	Place burning substance in park	\$250	\$230	\$270	NO
448	6.6	Enter park at fire risk	\$250	\$230	\$270	NO
448	7.1	Sell/display goods/services in park	\$100	\$90	\$100	YES
448	7.2	Advertise in park	\$100	\$90	\$100	YES
448	7.3	Amplified noise in park	\$100	\$90	\$100	NO
448	8.1	Organized activity in park with no contract	\$100	\$90	\$100	NO

VILLAGE OF LIONS BAY
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Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
448	9.1	Operate motorized watercraft near beach	\$250	\$230	\$270	NO
448	9.2	Motorized vehicle or device in park	\$250	\$230	\$270	NO
448	9.3	Unauthorized entry to closed park	\$250	\$200	\$300	NO
448	10.1	In park outside open hours	\$250	\$200	\$300	NO
448	10.3	Enter or remain in closed or restricted park	\$100	\$9400	\$13005	NO
448	11.1	Create a nuisance in park	\$100	\$90200	\$1300	NO
448	11.2	Obstruct use and enjoyment of park	\$100	\$90200	\$1300	NO
448	11.3	Fail to comply with direction of enforcement officer	\$100	\$9200	\$1300	NO
448	11.4	Obstruct or delay enforcement officer	\$250	\$200	\$300	NO
448	11.5	Urinate/defecate in park	\$250	\$200	\$300	NO
448	12.1	Store watercraft on beach	\$100	\$90	\$100	YES
448	12.2	Camp in park	\$250	\$200	\$1300	NO
448	12.3	Prohibited sport in park	\$100	\$90	\$100	NO
WASTE COLLECTION BYLAW NO. 455, 2013						
455	5	Excess garbage	\$60	\$50	\$70	NO
455	6	Fail to securely house wildlife attractants	\$300	\$280	\$320	YES
455	6	Garbage receptacle encroaching on street	\$60	\$50	\$70	NO
455	10	Solid waste out before 5 AM	\$60	\$50	\$70	NO
455	11	Placing for collection inappropriate substance	\$60	\$50	\$70	NO
455	18	Storage not wildlife resistant,	\$60	\$50	\$70	NO

VILLAGE OF LIONS BAY
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Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
		single family residential				
455	19	Storage not wildlife resistant, multi-family and commercial	\$60	\$50	\$70	NO
455	21	Fail to repair wildlife resistant containment	\$60	\$50	\$70	NO
455	22 (a)	Feeding dangerous wildlife	\$300	\$280	\$320	NO
455	22 (a)(b)	Storing edible wildlife attractants	\$300	\$280	\$320	YES
455	22 (c)	Bee hives accessible to wildlife	\$60	\$50	\$70	NO
455	22 (d)	Outdoor fridge or freezer accessible to wildlife	\$60	\$50	\$70	NO
455	22 (e)	Meat waste in compost	\$60	\$50	\$70	NO
ANIMAL CONTROL & LICENSING BYLAW NO. 461, 2014						
461	5.1	No dog license	\$85	\$75	\$95	YES
461	5.5	No dog tag	\$40	\$30	\$50	YES
461	6.3	Fail to remove dog waste	\$60	\$50	\$60	NO
461	6.6.1	Dog at large	\$85	\$75	\$95	NO
461	6.6.5	Allow dog barking	\$85	\$75	\$95	NO
461	6.6.6	Keep more than three dogs	\$110	\$100	\$120	YES
461	6.7.1	Dog in prohibited area	\$60	\$50	\$60	NO
461	7.1(a)	Fail to provide food or water	\$60	\$50	\$60	NO
461	7.1(c)	Fail to exercise dog	\$60	\$50	\$60	NO
461	7.1(e)	Fail to provide medical care for dog	\$60	\$50	\$60	NO
461	7.2	Fail to provide proper shelter for dog	\$60	\$50	\$60	NO
461	7.4	Choke collar/neck cord used to tether	\$60	\$50	\$60	NO
OUTDOOR WATER USE BYLAW NO. 484, 2015						
484	6.1	Fail to Follow Water Conservation Level 1	\$100	\$75	\$125	NO
484	6.1	Fail to Follow Water Conservation Level 2	\$150	\$125	\$175	NO

VILLAGE OF LIONS BAY
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Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
484	6.1	Fail to Follow Water Conservation Level 3	\$200	\$175	\$225	NO
ZONING AND DEVELOPMENT BYLAW NO. 520, 2017						
520	3.2	Non-compliance with bylaw	\$300	\$250	\$350	NO
520	4.3	Use prohibited in all zones	\$475	\$450	\$500	NO
520	4.3.7	Short-term rental without a Temporary Use Permit	\$475	\$450	\$500	NO
520	4.5	Accessory building, structure or use not permitted	\$400	\$350	\$450	NO
520	4.10	Fence or retaining wall contrary to bylaw	\$300	\$250	\$350	NO
520	4.11	Visibility obstruction contrary to bylaw	\$250	\$200	\$300	NO
520	4.12	Home-based business contrary to conditions	\$300	\$250	\$350	YES
520	4.13-4.14	Off-street parking requirements not met	\$350	\$300	\$400	YES
520	4.15	Parking and storage of commercial or industrial vehicles, equipment, or materials contrary to bylaw	\$475	\$450	\$500	NO
520	4.16	Temporary structure without valid permit	\$250	\$200	\$300	NO
520	4.17	Metal shipping container contrary to permitted uses	\$250	\$200	\$300	NO
520	4.18	Solar energy device not installed per requirements of bylaw	\$150	\$100	\$200	NO
520	4.19	Building or structure contrary to flood protection provisions	\$450	\$400	\$500	YES
520	7.1-7.11	Use, siting, setback, height, size or density not permitted in RS-1 Zone	\$450	\$400	\$500	YES

VILLAGE OF LIONS BAY
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Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
520	8.1-8.6	Use, siting, setback, height, size or density not permitted in RM-1 Zone	\$450	\$400	\$500	YES
520	9.1-9.5	Use, siting, setback, height, size or density not permitted in C-1 Zone	\$450	\$400	\$500	YES
520	10.1-10.5	Use, siting, setback, height, size or density not permitted in C-2 Zone	\$450	\$400	\$500	YES
520	11.1-11.2	Use, siting, setback, height, size or density not permitted in C-3 Zone	\$450	\$400	\$500	YES
520	12.1-12.2	Use, siting, setback, height, size or density not permitted in W-1 Zone	\$450	\$400	\$500	YES
520	13.1-13.2	Use, siting, setback, height, size or density not permitted in W-2 Zone	\$450	\$400	\$500	YES
520	14.1-14.5	Use, siting, setback, height, size or density not permitted in CU-1 Zone	\$450	\$400	\$500	YES
520	15.1-15.2	Use, siting, setback, height, size or density not permitted in RU-1 Zone	\$450	\$400	\$500	YES
520	16.1-16.2	Use, siting, setback, height, size or density not permitted in RS-1 Zone	\$450	\$400	\$500	YES

[Successively replaced by Bylaw Nos. 434, 492, 495]
[Amended by Bylaw No. 507, 2016]
[Amended by Bylaw No. 533, 2017]

Schedule B
North Shore Bylaw Notice Dispute Adjudication Registry
Agreement

This Agreement, dated the _____ day of _____, 2006

AMONG:

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER, 7501 7th
Street, West Vancouver, British Columbia, V7V 3T3

("DWV")

AND:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, 355 West
Queens Road, North Vancouver, British Columbia, V7N 2K5

("DNV")

AND:

THE CORPORATION OF THE CITY OF NORTH VANCOUVER, 141 West 14th
Street, North Vancouver, British Columbia, V7M 1H9

("CNV")

AND:

THE MUNICIPALITY OF BOWEN ISLAND, Box 279, 981 Artisan Lane,
Bowen Island, British Columbia, VON IGO

("MBI")

AND:

THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY, P.O. Box 141, 400
Centre Road, Lions Bay, British Columbia, VON 2E0

("VLB")

Witnesses that Whereas:

- A. The Act permits local governments to create a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms; and
- B. The Act permits two or more local governments to enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system; and
- C. Pursuant to the Act, DWV, DNV, and CNV have established the North Shore Bylaw Notice Dispute Adjudication Registry which they jointly administer and share the costs of;
- D. MBI and VLB wish to become participants in the Registry and DWV, DNV and CNV have agreed to permit them to join; and
- E. The Parties have agreed to administer the Registry on the terms and conditions set out in this Agreement;

NOW THEREFORE in consideration of the mutual promises contained herein, the Parties agree as follows:

PART I - INTRODUCTORY PROVISIONS

Definitions

In this Agreement, the following definitions apply:

- (a) "Act" means *the local Government Bylaw Notice Enforcement Act*,
 - (b) "**Adjudication Fee**" means the sum of \$75.00 payable by each Party for each adjudication scheduled to be conducted by the Registry;
 - (c) "**Agreement**" means this Agreement;
 - (d) "**Authorizing Bylaws**" means the bylaws adopted by the Councils of each of the Parties authorizing this Agreement;
 - (e) "**Committee**" means the North Shore Bylaw Notice Dispute Adjudication Registry's Administrative Committee;
- "**Contribution Adjustment Amount**" means, for each Party, the amount calculated in accordance with Section 21 herein in any year of the Term;
- "**Contribution Amount**" means the amount determined by the Administrative Committee as required by each of the parties to meet the operational costs to fund the Registry in accordance with subsection 14(d);

-
- (h) **"Parties"** means all of DWV, DNV, CNV, MBI or VLB;
 - (i) **"Party"** means any one of DWV, DNV, CNV, MBI or VLB;
 - (j) **"Registry"** means the North Shore Bylaw Notice Dispute Adjudication Registry established by this Agreement;
 - (k) **"Revenues"** means any revenue actually received or estimated to be received, as the case may be, by the Registry, excluding Contribution Amounts or Contribution Adjustment Amounts;

 - (i) **"Term"** means the term of this Agreement as set out herein.

PART II - ADMINISTRATION

Administrative Committee

- 2. The Parties agree to establish the Committee to implement and administer the Registry.
- 3. The Parties agree that authority of the Committee will include but not be limited to:
 - (a) preparing operational budgets; and
 - (b) setting policy as authorized under this Agreement and the Act.

Representation

- 4. Each of the Parties will appoint one representative to serve on the Committee. The Parties agree that **representatives** will be paid employees of their respective local governments and will not be remunerated by the Registry.

PART III - ADJUDICATION

Screen inn Officers

- 5. The Parties agree that responsibility for the appointment, administration and funding of the position of screening officer will reside with each Party individually and will not in any way be a function of the Registry.

Bylaw Notice Dispute Adjudication Registry

- 6. The Parties agree that the Registry will administer the dispute adjudication system and that disputes will be heard by a bylaw notice dispute adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws.
- 7. The Parties agree that the Committee will select a roster of adjudicators who may hear and determine disputes from the provincial roster of adjudicators to be established by the Attorney General.

-
8. Adjudicators will be assigned to individual disputes in the manner prescribed by any applicable regulation and policy established by the Committee.

PART IV - OPERATIONS

Location

9. The location of the Registry will be in the municipal offices of the City of North Vancouver, 141 West 14th Street, North Vancouver, B.C. V7M 11-19 or such other location as may be designated by the Parties.

Administrative Services

10. CNV will provide and supervise all administrative services required by the Registry, subject to the following:
- (a) the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant municipality if not collected by the Registry immediately following the adjudication; and
 - (b) any penalty arising directly out of the bylaw notice itself may be paid to the relevant Party or to the Registry,

and any amounts collected by or paid to the Registry pursuant to (a) and (b) will be credited to the relevant Party's Contribution Adjustment Amount.

Financial Reporting

11. CNV will ensure that its Director of Finance will conduct and oversee the financial reporting and record keeping of the Registry based on normal procedures, subject to the requirements outlined herein.

PART V - FINANCIAL PLANNING

Start-Up Costs

12. Each new Party is responsible for its own start-up costs with respect to its participation in the Registry and the dispute adjudication system.

Budget Year

13. The budget year of the Registry is the calendar year.

Operating Budget

14. The Parties agree that, no later than August 31 of each year, the Committee will prepare a draft operating budget for the following budget year, setting out in detail the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including:

-
- (a) the estimated operational expenditures for:
 - (i) office and administration including financial reporting and administrative services;
 - (ii) bylaw dispute adjudicators; and
 - (iii) other functions of the Registry;
 - (b) the anticipated revenues (if any) of the Registry;
 - (c) the difference between estimated revenues and operational expenditures for the Registry; and
 - (d) the Contribution Amount required from each of the Parties. **Budget**

Submissions

- 15. The Committee will prepare the operating budget in a manner satisfactory to, and in such detail as requested by, the Directors of Finance of each of the Parties, and submit the draft operating budget to the Directors of Finance of each of the Parties each year when required.

Budget Approval and Adjustments

- 16. The Parties will consider and approve, or recommend amendments to, the Registry's operating budget.
- 17. The Parties **agree** that all recommendations by them for adjustments to the Registry's draft operating budget will
 - (a) be reasonable and made in good faith; and
 - (b) ensure that a reasonable level of service quality can be maintained by the Registry.

Use of Funds

- 18. The Committee and CNV may make only those expenditures during the budget year for the purposes and up to the amounts authorized in the approved operating budget. The Registry (or the Committee or CNV on behalf of the Registry) will not incur any other indebtedness or liability, or make any further expenditure, except that:
 - (a) CNV may make a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$1,000 limit; and
 - (b) the Committee may:
 - (i) **make** a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$10,000 limit;
 - (ii) re-allocate funds within categories of the operating budget as reasonably required; and

- (iii) **make** a further expenditure or contract a further indebtedness or liability without limitation if approved in advance by all Parties.

PART VI - COST ALLOCATION

Funding Contributions and Adjustments

19. The Parties agree that costs relating to legal counsel, witnesses, screening officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the bylaw notice in question and will not be borne by the Registry or by CNV on behalf of the Registry.
20. DWV, DNV, MBI and VLB will, upon approval of the Registry's operating budget by each of the Parties, pay to the CNV their respective Contribution Amounts for the upcoming budget year no later than June 30 of that budget year.
21. The CNV will, as soon following the end of a Budget Year as practicable, calculate the amount of each Party's Contribution Adjustment Amount by
 - (a) determining the amount by which Actual Expenditures exceed Budget Expenditures for the relevant year;
 - (b) determining the respective share of each Party; and
 - (c) deducting, if applicable, the aggregate of fines and administrative fees collected by the CNV on behalf of each Party for the relevant year.
22. Each of DWV, DNV, MBI and VLB will, within 30 days of receipt of notice of its respective Contribution Adjustment Amount, pay (if required) to CNV the Contribution Adjustment Amount.
23. CNV will pay (if required) any Contribution Adjustment Amount owing to DWV, DNV, MBI and VLB, as appropriate, within 30 days of preparation of a statement outlining the Contribution Adjustment Amounts of each Party or may, at the election of CNV in each year except the final year, credit the amount owing to the Contribution Amount required from each Party for the following year.
24. Each Party will pay to the CNV, within fifteen days following each of March 31, June 30, October 31 and December 31 of each year of the Term, the Adjudication Fee for each adjudication scheduled in respect of that Party in the previous quarter.

Maintenance of Records

25. The Director of Finance of CNV will:
- (a) exercise the duties and powers of the officer responsible for financial administration as provided in the *Community Charter*, in maintaining the financial records for the Registry on behalf of the Parties;
 - (b) ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursements, accounts receivable, general ledger, subsidiary cost ledger, financial statements and reports and supporting documents to the foregoing;
 - (c) provide, when possible, any additional financial systems that have been requested by the Committee; and
 - (d) direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls *are in effect and are in accordance with the Community Charter*.

Examination of Records

28. The Directors of Finance of DWV, DNV, MBI or VLB may, acting reasonably with regard to minimizing the administrative burden on the CNV, and no more frequently than once in each year of the Term, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry. CNV will cooperate with any reasonable request by the DWV, DNV, MBI or VLB Directors of Finance for access to financial records, user statistics and other information of the Registry.

PART VII - GENERAL PROVISIONS

Insurance

27. CNV will ensure that the Registry and its activities are covered under CNV's general liability policy and will provide copies of all relevant insurance policies and changes thereto to the Directors of Finance of DWV, DNV, MBI or VLB upon request.

Amendments

28. The Parties will, in good faith, negotiate any proposed amendment to this Agreement upon request of any Party, all amendments to be in writing and executed by the Parties.

Dispute Resolution

- 29. The Parties will submit any dispute arising out of the interpretation or application of this Agreement:
 - (a) first, to the Committee to resolve the dispute;
 - (b) second, if the Committee is unable to resolve the dispute within 60 days, to the Chief Administrative Officers of the Parties; and
 - (c) third, if the Chief Administrative Officers **are** unable to resolve the dispute within 60 days, to the Inspector of Municipalities, or at the election of the Parties, to a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination, and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Parties.

Term

- 30. This Agreement comes into effect on _____, 2006 and continues in effect until December 31, 2008. Any Party may withdraw from this Agreement upon six months' written notice to the other Parties.

IN WITNESS WHEREOF DWV, DNV CNV, MSI and VLB have executed this Agreement on the date first above written.

THE CORPORATE SEAL of THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER was hereunto affixed in the presence of:

Mayor CIS

_____)
Municipal Clerk

THE CORPORATE SEAL of THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER was hereunto affixed in the presence of:

_____) CIS
Mayor

City Clerk

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

29

THE CORPORATE SEAL of THE
CORPORATION OF THE CITY OF
NORTH VANCOUVER was hereunto
affixed in the presence of:

_____) CIS
Mayor

Municipal Clerk

THE CORPORATE SEAL of THE
MUNICIPALITY OF BOWEN ISLAND
was hereunto affixed in the presence of:

_____) CIS
Mayor

Municipal Clerk

THE CORPORATE SEAL of THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY was
hereunto affixed in the presence of:

Mayor

Administrator

VILLAGE OF LIONS BAY

Incoming Correspondence - March 17, 2020

General Correspondence:

- G1: UBCM resolutions process (Page 1)
- G2: Forest Enhancement Society of BC Accomplishments (Page 2)
- G3: Dennis Dugas - Provincial Funding for Emergency and Fire Equipment (Page 3)
- G4: RCBC - 46th Conference on Circular Economy (Page 11)
- G5: City of New Westminster - Requesting support for a National Pharmacare Program (Page 12)

Resident Correspondence:

- R1: Stephanie Beattie - bike park (Page 15)
- R2: Myron Loutet - Municipal Focus (Page 17)
- R3: Karl Buhr - Wood Burning Stoves (Page 18)
- R4: Meighan Jury - Oceanview/Highview Road End (Page 20)
- R5: Mandy Clark - Cell Tower (Page 22)
- R6: Craig Doherty - Delivery Services (Page 24)

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March 4, 2020

To: Chair and Board
Chief and Council
Mayor and Council

Re: UBCM Resolutions Process

In response to member feedback, the UBCM Executive is undertaking a review of the resolutions process. This will include consultation with members at Area Association spring conferences, and a subsequent report to the membership at the 2020 Annual Convention. While the review progresses, the Executive has committed to exercise their existing authority more fully, and apply greater rigour to the screening and vetting of resolutions submitted to UBCM for 2020.

With the understanding that a resolutions process review is already underway, the Resolutions Committee of the UBCM Executive has identified measures that UBCM can implement in the immediate term to streamline the process and address the number and repetitiveness of resolutions. In 2020, the Committee will seek to:

- Identify more directly the resolutions that address issues of priority to the membership, and ensure that debate of these priority issues takes place early on.
- Be more firm in sending resolutions back to the sponsor if resolutions do not meet UBCM criteria for format, clear writing, factual information, or relevance to local government administration or operations.
- Standardize language to be gender neutral and, where applicable, refer to local governments or First Nations rather than municipalities or regional districts. The goal is to avoid using debate time to make such amendments.
- Combine similar resolutions, without losing or changing their intent.
- Offer further education and support to members on writing clear, effective resolutions.
- Work more closely with Area Associations to improve the quality of resolutions debated at their spring conventions.

These streamlining measures could affect resolutions that your community submits to Area Associations or to UBCM this year.

Please feel free to contact Reiko Tagami, Policy Analyst (rtagami@ubcm.ca or 604 270 8226 ext. 115), with questions about resolutions streamlining, or the resolutions process review.

Sincerely,

A handwritten signature in black ink that reads "Maja Tait".

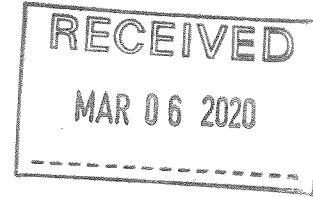
Maja Tait
UBCM President

A handwritten signature in black ink that reads "Claire Moglove".

Claire Moglove
Chair, Resolutions Committee



Forest Enhancement
Society of British Columbia



March 2, 2020

Re: Forest Enhancement Society of BC Accomplishments Update

Dear Mayor and Council of Lions Bay (Village),

British Columbians are concerned about climate change along with other environmental, social, and economic concerns. We want to know what our governments are doing to protect communities from wildfire risk, improve wildlife habitat, reduce greenhouse gases, expand the bio-economy, and enhance B.C.'s forests. The enclosed Forest Enhancement Society of BC (FESBC) Accomplishments Update provides a snapshot of the huge amount of work underway in a vast number of communities across British Columbia to address some of these concerns. We hope that you will find this update informative and will share this with your constituents, who we hope are pleased to see real-life projects happening around the province and often close to where they live.

Our forests are a heritage that defines our province. Managed properly, our forests provide important social, economic, and environmental benefits to all British Columbians, in both rural and urban areas. Investing in our forests can enhance the benefits they provide and help to protect them for future generations. As an example, FESBC recently announced \$30 million in grants for 42 new forest fibre utilization projects where First Nations, community forests, and B.C. companies will be using debris piles of wood fibre that would otherwise be slash burned. These piles will instead be chipped and converted to electricity, heat energy, and a variety of pulp products, adding value to this fibre and helping to achieve B.C.'s and Canada's climate change targets.

We can achieve social, environmental, and economic aspirations of British Columbians by investing in forests to reduce our carbon footprint, reduce wildfire risks, enhance habitat, and create jobs. This is a win-win-win on all fronts.

FESBC will be sending you a more comprehensive Accomplishments Report later this year. If you are interested in further information, please visit our website www.fesbc.ca or connect with our Executive Director Steve Kozuki at skozuki@fesbc.ca or 1.778.765.0938.

Wayne Clogg, RPF
Board Chair, Forest Enhancement Society of BC

007- MC

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: Provincial Funding for Emergency / Fire Equipment Small Communities
Date: Wednesday, March 11, 2020 9:57:30 AM
Attachments: [Resolution 2017-B61 Follow Up.pdf](#)
[Insurance Premium Tax 2020.pdf](#)

From: Dennis Dugas <ddugas@porthardy.ca>
Sent: Tuesday, March 10, 2020 3:12 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Subject: FW: Provincial Funding for Emergency / Fire Equipment Small Communities

Hello Mayor McLaughlin :

Ron I am sending you this email to get you and your councils support to form a coalition of Small Communities to get our voice heard at the Provincial Government level. It is time that Small Communities in our Province make our voices heard loud and clear that we can not sustain Fire Protection services without Provincial financial support.

The Insurance Premium Tax (information attached) is still being collected in BC for House Insurance and Vehicle Insurance at a rate of 4.4% which I would estimate as being in the billions?

Within BC there are 5 Area Associations and we need to get the Small Communities to set up coalitions in each UBCM Association area to address this issue so it can become a main topic at the UBCM convention in the Fall.

I hope with your support you can help spearhead this topic at your LMLGA Conference on May 6-8 in Whistler. I am reaching out to as many Mayors as I can with in your LMLGA area and to the other BC Associations to get the ball rolling.

With the upcoming Provincial election not far away it is a good time to put pressure on the government but we need numbers to do that.

Your comments and suggestions sent back to me will be greatly appreciated and please let me know if you received this email.

As we say " Together we are Stronger " .

Regards

Dennis Dugas (D2)

District of Port Hardy Mayor



January 13, 2020

Mayor Dennis Dugas
District of Port Hardy
Box 68
Port Hardy, BC V0N 2P0



RE: Resolution 2017-B61 Follow Up

Dear Mayor Dugas,

Thank you for your letter dated January 8 regarding resolution 2017-B61 – Funding for Fire Equipment.

As you noted, this resolution was endorsed by the UBCM membership in 2017 and conveyed to the Province. UBCM would have shared the provincial response with Port Hardy's council of the day.

The UBCM Executive assess the provincial responses received each year to determine where UBCM might best focus our resources regarding follow up and further work with the province on resolutions. The Executive determined that 2017-B61 best fit in the category of monitoring the Province's progress on the issues raised and to provide input if required.

For your reference, enclosed is a copy of 2017-B61, the resolutions committee comments and the provincial response. As noted in the resolutions committee comments the request in 2017-B61 is in keeping with previous member requests.

"The Committee notes, however, that members have consistently endorsed resolutions seeking sources of funding for first responder supplies and equipment (2014-B15, 2012-B10, 2010-B6, 2000-B15, 1993-A5, 1993-B40). Based on this member feedback, during the negotiation of the renewed Gas Tax Agreement (2014) UBCM advocated, unsuccessfully, for the inclusion of emergency response infrastructure as an eligible expense within the Gas Tax Agreement."

In 2014, UBCM attempted to have fire-fighting equipment included as an eligible expense under the Gas Tax Agreement. While unsuccessful, this is the type of advocacy work that UBCM does on behalf of our members to move forward the requests contained in endorsed resolutions.



-2-

Our members are also encouraged to advocate for their endorsed resolutions. Should Port Hardy wish to take further steps to see the request contained in resolution 2017-B61 adopted, we would recommend they reach out to, for example, their local MLA, the Minister of Finance and the Minister of Forests, Lands, Natural Resource Operations and Rural Development to let them know that this is still an issue they would like to see action on. You may also want to reference the other endorsed resolutions on this topic (2014-B15, 2012-B10, 2010-B6, 2000-B15, 1993-A5, 1993-B40), so the Province understands that this is a long-standing policy position of the members of UBCM.

For your information, all of the resolutions considered at each UBCM convention, and the responses we receive, are posted to our searchable resolutions database, available here: <https://www.ubcm.ca/resolutions/default.aspx>

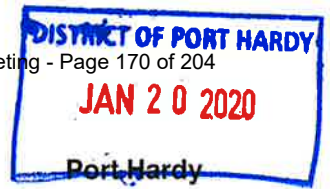
Should you have any questions, please contact myself or Jamee Justason, Resolutions and Policy Analyst, at 604-270-8226 Ext. 100 or jjustason@ubcm.ca

Yours truly,

A handwritten signature in black ink that reads "Maja Tait". The signature is written in a cursive style.

Maja Tait
UBCM President

Enclosure



2017 B61 Funding for Fire Equipment

Whereas communities are required to provide essential services including fire safety, and emergency vehicles and equipment for fire safety are costly;

And whereas grants for emergency equipment have all but disappeared since the early 2000's, with small communities required to fund 100 per cent of emergency equipment through taxation:

Therefore be it resolved that UBCM request the Province of British Columbia to create grants for emergency vehicles and equipment and make them available to **all local governments** at a cost share of no less than 50 per cent.

Convention Decision: Endorsed as Amended

Provincial Response

Ministry of Public Safety & Solicitor General

The Province of British Columbia is committed to advocate on behalf of UBCM and BC local governments that, in addition to disaster mitigation, emergency preparedness be an eligible category for local government projects under the Gas Tax Agreement.

Provincial officials will discuss with their federal counterparts the eligibility of this type of capital purchase in the development of the Rural and Northern Communities Infrastructure stream, part of the federal government's Investing in Canada Plan.

Although local governments are not eligible to receive Community Gaming Grants, not-for-profit organizations delivering emergency services to communities may be eligible to apply for funding through the Public Safety Sector or the Capital Projects Sector of the Community Gaming Grants Program.

UBCM has launched the \$32 million Community Emergency Preparedness Fund, funding for which was announced by the Province in March 2017. The fund is not intended to support local government's emergency management capital costs; however, it is intended to support enhanced preparedness and resilience as key elements of a local government's emergency program. As such, some emergency equipment purchases may qualify for funding consideration.

Other Response

Resolutions Committee Comments

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the Province to establish a grant funding program for local governments with population under 100,000, that would provide at least 50% provincial funding towards emergency vehicles and equipment.

The Committee notes, however, that members have consistently endorsed resolutions seeking sources of funding for first responder supplies and equipment (2014-B15, 2012-B10, 2010-B6, 2000-B15, 1993-A5, 1993-B40). Based on this member feedback, during the negotiation of the renewed Gas Tax Agreement (2014) UBCM advocated, unsuccessfully, for the inclusion of emergency response infrastructure as an eligible expense within the Gas Tax Agreement.

The Resolutions Committee would observe that resolutions that set population limits have been divisive amongst the UBCM membership. Local governments of all sizes—not only smaller municipalities or regional districts—are faced with bearing the full costs of emergency equipment. The Committee would propose an amendment to acknowledge this reality.

The Committee would also note that, following a March 2017 provincial announcement, UBCM will be

administering the new \$32 million Community Emergency Preparedness Fund. This new funding program will include a funding stream that focusses on building capacity for Emergency Social Services teams through new equipment, training and volunteer recruitment/retention.



B.C.'s Insurance Premium Tax: potential revenue source for local fire services

PROBLEM

Rising costs are making it increasingly difficult for B.C. communities to fund fire services. The provincial government provides limited support for community firefighting, and refuses to share revenue from the 4.4% Insurance Premium Tax, which was originally created to fund fire protection.

BACKGROUND

A clear historic link exists between B.C.'s Insurance Premium Tax and the fire insurance premium tax the provincial government introduced in 1921 to offset the costs of the Office of the Fire Marshal, which at the time conducted fire investigations, training and code enforcement.

Over the years, the province has expanded the IPT's reach to include automobile insurance and the entire property insurance premium (not just fire insurance), and made legislative changes to sever the link between collection of the tax and payment for fire services. However, the province re-established that link in 2004, when it raised the IPT from 4% to 4.4% to pay for forest firefighting.

B.C.'s Insurance Premium Tax is the highest in Canada, yet it offers negligible support for community firefighting. The IPT is forecast to raise \$362 million in 2007/08 (more than double what it raised in 1999). Meanwhile, the only direct provincial contribution today towards community firefighting is through the Office of the Fire Commissioner, a governance-oriented body that received \$2.39 million in 2007/2008 (less than 1% of the IPT's revenue).

In Canada, responsibility for fire suppression falls to municipalities, which rely on property taxes for funding. B.C. municipalities collect more than \$397 million per year in property taxes to pay for firefighting, safety inspections and fire investigations.

As fire protection costs have continued to rise, provincial funding to municipalities has dwindled. After consistent reductions to unconditional provincial grants to municipalities over the years, the province stopped providing these grants altogether in 2006 to cities of more than 19,000 people (small communities still receive some support, but below 1998 levels). In addition, the province has gradually assigned to B.C. municipalities many former duties of the Office of the Fire Commissioner – such as safety inspections and fire investigations – without additional provincial funding.

While Insurance Premium Taxes are common across Canada, some provinces and territories provide higher levels of support for community fire services than seen in B.C. The United States also has examples of insurance premium taxes that help offset local fire service costs.

Lobbying by the Fire Chiefs' Association of B.C., the Union of B.C. Municipalities and individual municipalities and regional districts has so far failed to convince the provincial government to re-examine the issue or acknowledge the link between the IPT and funding for community fire services.

Interestingly, the province successfully used a similar argument – the moral link between tax collection and disbursement – in applying for federal funding (such as the gasoline tax).

Legal advice has also shown the merits of possible constitutional challenges related to either the argument that the IPT is discriminatory because it imposes a tax on property owners that other provincial taxpayers do not have to pay, or that the negative effect of diverting the revenue away from fire services outweighs the benefits of applying it as general revenue.

KEY CONCERNS

- **Safety:** Rising costs are forcing communities to make cuts that could negatively impact fire services.
- **Fairness:** In essence, B.C. property owners are paying for the same service twice – once through their property taxes, and again through a tax that was originally intended to pay for fire services. When a tax is collected from a defined group of people for a defined purpose, there is a moral obligation to spend the revenue on that purpose.

¹ *Fire Marshal Act 1921*

Section 32

1. For the purpose of defraying the expenses of administration under this Act, including the salaries of the Fire Marshal and his staff, every company (as defined by the "British Columbia Fire Insurance Act") transacting the business of fire insurance in the Province shall contribute each year a sum to be fixed by the Lieutenant Governor in Council according to such rate as in his opinion will be sufficient to meet the actual expenses of administration under this Act, but not exceeding in any year one-third of one per cent of all premiums or assessments (less return premiums or assessments and reinsurance premiums) paid or payable to such company on risks within the Province, and calculated on the business of the preceding calendar year as reported to the Superintendent, and such contribution shall be in addition to any other fee or tax payable by the company under any other Act: Provided that where the company is not licensed under the "British Columbia Fire Insurance Act" the contribution prescribed by this section shall be made by each insured paying a sum fixed as aforesaid, calculated according to the premium or assessment paid by him to the company during the preceding calendar year.
2. Every company and insured shall, on or before the first day of March in each year, pay to the Superintendent the amount so due from it or him, and the provisions of the "Taxation Act," or, in the absence of appropriate provisions, such provisions as may be adopted by the regulations for the purpose of enforcing payment of any such amount, shall apply in each case.
3. The Superintendent shall pay into the Provincial Treasury all Money received by him under this Act, and shall keep a separate account showing the moneys so received and the moneys expended in administration under this Act, in such a manner as may be required.
4. The salaries of the Fire Marshal and his staff and all expenses of administration under this Act shall, in the absence of a special vote of the Legislature available therefore, be paid by the Minister of Finance out of the Consolidated Revenue Fund.

² *Fire Services Act 1979*

Section 48

1. To defray administration expenses under this Act, including the salaries of the fire commissioner and his staff, each insurance company transacting fire or automobile insurance business in the Province and each person whose property in the Province is insured for a fire hazard with an insurance company not licensed under the *Insurance Act*, shall contribute each year, in addition to all other fees or taxes payable under any other Act, a sum to be fixed by the Lieutenant Governor in Council according to a rate he believes will be sufficient with the money available under section 52 to meet actual administration expenses.
2. The sum fixed for an insurance company shall not exceed in any year 1% of the aggregate of the premiums or assessments, or their portions, paid or payable to the company for a fire hazard on property in the Province in the preceding calendar year, less return premiums, assessments and reinsurance premiums, calculated on the business of the preceding calendar year as reported to the superintendent.
3. The sum fixed for a person whose property is insured with an unlicensed company shall not exceed in any year 1% of each premium or assessment paid or payable by him, or premium note given or mutual or other liability assumed by him for a fire hazard under each insurance contract with an unlicensed company during the current calendar year, less return premiums, assessments and other similar rebates, as shown by his returns to the superintendent.

Section 49

Each insurance company shall pay to the Commissioner of Income Tax at Victoria the contribution due from it at the same time and manner as the tax under the *Insurance Premium Tax Act*. Each insured person shall pay to the superintendent his contribution in the same manner and time as the tax imposed on him by the *Insurance Act*.

Section 50

Salaries and expenses necessarily incurred in the administration of this Act shall, in the absence of a vote of the Legislature for that purpose, be paid out of the consolidated revenue fund. If the money collected under this Act is in any year less than the salaries and expenses, the Lieutenant Governor in Council may fix a further sum, subject to the limitation in section 48, to be contributed by the persons and in the manner set out in that section, to meet the deficiency.

Section 51

1. The fire commissioner shall keep an account of the money expended in the administration of this Act, and shall furnish the Lieutenant Governor in Council with the information he may require to fix the rate of contribution under section 48 or 50.
2. The superintendent shall keep an account of the amounts received by him under section 49 or 50, and on request shall furnish the fire commissioner with a statement of them.

Section 52

All license and other fees, money and fines collected or recovered under this Act or regulations shall be accounted for as part of the consolidated revenue fund.

³ *Fire Services Amendment Act, 1982*

Chapter 49

Her MAJESTY, by and with the advice and consent of the Legislative Assembly of the Province of British Columbia, enacts as follows:

1. Sections 48 and 49 of the *Fire Services Act*, R.S.B.C. 1979 c.133, are repealed and the following substituted:

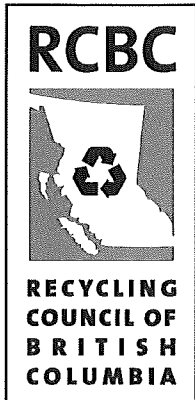
Imposition of tax

48. (1) In this section, 'commissioner' means commissioner as defined in the *Insurance Premium Tax Act*.
- (2) An insurance company transacting the business of fire insurance in the Province shall pay to the commissioner a tax equal to the portion prescribed by the Lieutenant Governor in Council of the aggregate of the premiums and assessments received or receivable by the company in 1983 or any subsequent calendar year for policies insuring property situated in the Province, other than automobiles, after deducting the following:
 - (a) premiums or assessments on property reinsurance ceded to the company by other insurance companies licensed or authorized by permit under the *Insurance Act* to transact business in the Province:
 - (b) property insurance premiums or assessments returned:
 - (c) the cash value of dividends paid or credited to property insurance policy holders.
- (3) A person whose property is insured against a fire hazard with an insurance company that is not licensed under the *Insurance Act* shall pay to the superintendent a tax equal to the portion prescribed by the Lieutenant Governor in Council of the
 - (a) premium or assessment paid or payable,
 - (b) premium note given, or
 - (c) mutual or other liability assumed
 by the person for property insurance under each insurance contract with an unlicensed insurance company in 1983 or any subsequent calendar year.

Application of *Insurance Premium Tax Act* and *Insurance Act*

49. (1) Subject to this section, the *Insurance Premium Tax Act* applies in respect of the tax payable under section 48
 - (2) Commencing on January 1, 1983, section 4.1 of the *Insurance Premium Tax Act* applies to an insurance company whose tax payable, under section 48 of this Act, in the preceding calendar year exceeded \$25,000
 - (3) Part 9 of the *Insurance Act* applies in respect of the tax payable under section 48 (3).
2. Section 50 is repealed.
 3. Section 51 is amended
 - (a) in subsection (1) by striking out "of contribution under section 48 or 50" and substituting "of tax under section 48", and
 - (b) in subsection (2) by striking out "section 49 or 50" and substituting "section 48"

March 2, 2020



Suite 10
 119 West Pender St
 Vancouver, BC
 V6B 1S5
 Canada

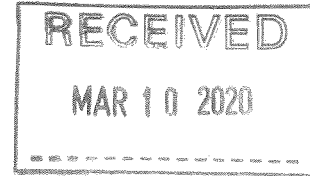
phone:
 (604) 683-6009

fax:
 (604) 683-7255

email:
 rcbc@rcbc.ca

web:
 www.rcbc.ca

Mayor Ron McLaughlin and Council
 Village of Lions Bay
 P.O. Box 141 - 400 Centre Road
 Lions Bay, BC V0N 2E0
 Canada



Dear Mayor Ron McLaughlin and Council:

Re: Recycling Council of British Columbia's (RCBC) 46th Annual Conference on Circular Economy

Established in 1974 as Canada's first non-profit waste prevention organization, RCBC is at the forefront of collaborating with businesses and local governments to promote both a sustainable environment and economy throughout the regions of our province.

This year's conference theme - **2020 Foresight: Transforming Tomorrow** – is set to run June 10 - 12, 2020 in Whistler, B.C. Of particular note is our keynote speaker, Vancouver Economic Commission (VEC) Director Bryan Buggiey. With the knowledge that the transition to a low-carbon circular economy is a massive economic opportunity, Bryan shares his thoughts on the progressive municipal, provincial and federal priorities related to climate change and regional economic development. You'll hear how Vancouver's integrated Greenest City Action Plan, Renewable City 2050, and Zero Waste 2040, fit within Vancouver's business community and how similar initiatives can be applied to other regions. Bryan outlines how the VEC is accelerating the transition by supporting innovation, trade, investment and the move to a circular economy.

Programming for RCBC 2020, www.rcbcconference.ca, will also include:

- extended producer responsibility
- provincial & federal plastics initiatives
- compostable plastics
- youth-led sustainability initiatives

As well, we plan to address a variety of waste, recycling, and diversion-related issues your council may be facing now or in the near future. We provide a three-day experience of policy development workshops, presentations, and opportunities to network with professionals and area experts to become better informed. Representatives from BC's industry stewards (eg. RecycleBC and Return-It), are attending, as well as the BC Ministry of Environment.

Our public policy work includes a Government Caucus Round Table to identify areas of policy priority on the Wednesday afternoon of June 10. So please join us at Canada's longest running sustainability event, the annual RCBC Conference on Circular Economy, now in its 46th year.

Thank you for your continued support. Let us keep working together to make a waste-free province through the application of sustainable circular economy principles. If you have any questions, you can reach me at 604-683-6009 ext. 307 or at brock@rcbc.ca.

Sincerely,

Brock Macdonald
 Chief Executive Officer

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: Requesting support for a National Pharmacare Program
Date: Wednesday, March 11, 2020 10:26:50 AM
Attachments: [image001.png](#)
[City of New Westminster letter to Federal Gov't re National Pharmacare Program.pdf](#)

From: Gillian Day <gday@newwestcity.ca>
Sent: Monday, March 9, 2020 12:34 PM
To: External-Clerks <Clerks@newwestcity.ca>
Subject: Requesting support for a National Pharmacare Program

To all Mayors and Councillors in BC,

At a meeting on February 24, 2020, New Westminster City Council resolved:

THAT the City of New Westminster write a letter calling on the Federal Government to work with the provinces and territories to develop and implement a Universal Public National Pharmacare program as a top priority; and

THAT this letter be forwarded to all BC municipalities asking to write expressing their support for a National Pharmacare Program.

Please find the letter attached.

Thank you,

Gillian Day | Agenda Secretary
T 604.527.4612 | E gday@newwestcity.ca

🏛️ City of New Westminster | Legislative Services
511 Royal Avenue, New Westminster, BC V3L 1H9
www.newwestcity.ca

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Jonathan X. Côté
Mayor

March 9, 2020

The Right Honourable Justin Trudeau, P.C., M.P.
Prime Minister of Canada
Langevin Block
Ottawa, ON K1A 0A2

Dear Prime Minister:

Re: National Pharmacare Program

At a meeting of New Westminster City Council held on February 24, 2020, Council passed the following motion regarding a National Pharmacare Program:

WHEREAS the City of New Westminster recognizes the importance of healthy citizens as the foundation of a healthy, engaged and economically vibrant community;

AND WHEREAS over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them;

AND WHEREAS Canada is currently the only country with a National Medicare Program that does not have a National Pharmacare Program;

AND WHEREAS the risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, as well as precarious and seasonal workers;

AND WHEREAS studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year;

AND WHEREAS recent research confirms that these gains can be achieved with little or no increase in public investment;

AND WHEREAS municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program;

AND WHEREAS a national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing, especially to Canadian seniors;

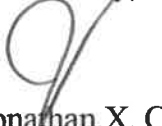
AND WHEREAS a National Pharmacare plan is a sound policy, both economically and socially;

THEREFORE BE IT RESOLVED

THAT the City of New Westminster write a letter calling on the Federal Government to work with the provinces and territories to develop and implement a Universal Public National Pharmacare program as a top priority.

We appreciate your consideration of this important matter.

Yours truly,



Jonathan X. Cote
Mayor

Cc: The Honourable Patty Hajdu, Minister of Health
All BC Municipalities

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: FW: Thank you --- Bike Park
Date: Tuesday, March 10, 2020 1:13:10 PM

From: Stephanie Beattie <[REDACTED]>
Sent: Tuesday, March 10, 2020 10:15 AM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Cc: Municipal <agenda@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>
Subject: Re: Thank you --- Bike Park

Thank you Ron - I appreciate your support and feedback.

In terms of budget, it would be amazing if we could get local businesses on board to support signage or fence material. Otherwise it can be very basic some good old fashioned volunteers with shovels and a bobcat could do wonders! It would definitely be beneficial to have another outlet for the kids in the village - not only attracting new families but also supporting a healthy lifestyle ... and showing kids even how to ride a bike!

Thanks!
Steph

On Mar 10, 2020, at 9:23 AM, Ron McLaughlin <mayor.mclaughlin@lionsbay.ca> wrote:

Hi Shawna and Karla. Please place this item into correspondence for the next Council meeting. Thank you.

Good morning Stephanie.

Your playground information and contact were very much appreciated. Thank you.

Appearing to represent the budget request for the subject was also much appreciated as it brought to life the request. Presuming your concurrence I have placed our exchange into correspondence as a refresher on the request. There are about \$500K of requests which will be semi-finalized next week and readings will begin the first meeting of the month to formalize the budget. I will advise you later next week if the Bike Park made the cut.

Regards,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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From: Stephanie Beattie <[REDACTED]>
Sent: Tuesday, March 3, 2020 8:43 PM
To: Ron McLaughlin
Subject: Thank you

Hi Ron,

Thank you for allowing me the opportunity to speak about the bike park this evening. I wanted to have a few more pieces of information but I'm certain most people understood the concept. It won't be a huge expense especially if we are able to use the Lions Bay works yard machinery (a bit of a fun project for the team...rather than unclogging drains or water mains!) - it should realistically take a weekend to build and then fine tune over a few other "work party" dates. Ideally some signage could be posted with the rules of the park, perhaps we could ask if any local businesses may like to sponsor these signs (real estate, store etc.) A picnic table and garbage/recycling bins would be a nice addition as well.

I hope this moves forward, there are a lot of people in Lions Bay who have lost faith in this project over years prior and I'd like to surprise them with a park this spring! Kids need more outlets to play in the village, I think this is an ideal addition to the community. We're the start of the Sea to Sky biking corridor....

Thank you Ron and please don't hesitate to let me know if you have any questions or concerns.

Stephanie
[REDACTED]

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: Keep water and infrastructure as priority one
Date: Tuesday, March 10, 2020 1:23:21 PM

From: Myron Loutet <[REDACTED]>
Sent: Wednesday, March 4, 2020 4:55 PM
To: Council
Cc: Peter DeJong
Subject: Keep water and infrastructure as priority one

Mayor, Council, and Staff,

I'm a long term resident of Lions Bay and have seen many changes in municipal focus. Some good and some not so good.

I would like to commend the current municipal administration on keeping their focus on priority one; water and infrastructure improvements for our community.

Yours truly

Myron Loutet

Sent from my iPhone

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: Shared from BBC News
Date: Thursday, March 12, 2020 10:57:58 AM

From: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Sent: Wednesday, March 11, 2020 8:40 PM
To: Buhr Karl [REDACTED]; Municipal <agenda@lionsbay.ca>
Subject: Fw: Shared from BBC News

Hi Karla - for correspondence please.

Hi Karl. It was good to chat today. Thank you for your thoughts and advice on a few matters.

Attached is the email you sent that I am responding to.

I know I speak on behalf of Council that the effects of wood smoke are not good and we need to change. If the fourth coming Climate Action Committee recommendation is confirmed by the Directors I hope that Metro lives up to their promise of making us the poster child for education and change.

Regards,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada
Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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From: [REDACTED]
Sent: Friday, February 14, 2020 1:37 PM

To: Council <council@lionsbay.ca>
Cc: Municipal <agenda@lionsbay.ca>
Subject: Shared from BBC News

Hello Council,

As you know, I believe a rethink is needed on your recent policy actions on smoke-producing open fireplaces and inefficient wood appliances. I'd be interested to know which of you after reading the article below still think woodsmoke is benign, and that Lions Bay needs no improvement. Even with Lions Bay kids exposed for their first say 18 years, and all winter, not only during wildfire episodes?

<https://www.bbc.com/news/science-environment-51313538> .

Regards,

Karl

From: [Peter DeJong](#)
To: [REDACTED]
Cc: [Council](#); [Lions Bay Office](#); [Municipal](#)
Subject: Oceanview/Highview Road End
Date: Sunday, March 8, 2020 11:44:49 PM

Hello Meighan:

As noted in the Mayor's Message on Friday, we are still in the exploratory stages for both this road end and the portion of Esplanade in Brunswick Beach alluded to by Mayor McLaughlin. The intention here is to determine the potential for creating one or more parcels for the Oceanview/Highview road end and what potential use or uses might be feasible for the land. Any change in use from an RS-1 zoning would require a public hearing.

Investigating this and other land opportunities has been on Council's Strategic Plan for some time and there were previous discussions with the home owners above this road end to explore any potential interest they may have had in expanding their lots.

Once further inquiries have been made and potential options determined and appraised, the matter will come back to Council for review and I would expect there to be an opportunity for public input. Of course, you may wish to make your views known to Council at any time via correspondence or in person at a Council meeting, but it may be an idea to wait for us to complete our preliminary investigations. Please let me know if you have any questions. Thank you.

Peter DeJong, BA, LLB, CRM
Chief Administrative Officer

The Municipality of the Village of Lions Bay www.lionsbay.ca
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada
Village Office (604) 921-9333 | Fax (604) 921-6643

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From: Meighan Jury [REDACTED]
Sent: Friday, March 6, 2020 8:25 PM
To: Lions Bay Office <office@lionsbay.ca>; Council <council@lionsbay.ca>
Subject: Highview / Oceanview

Hello,

Further to the following bulletin point -

"Asset Sales – A topographical survey has been done on the piece of excess road right of way at Oceanview/Highview"

I would like to request more information on the survey outcomes and the villages intention for this property.

Thank you,
Meighan

Sent from my iPhone

March 5, 2020

To whom it may concern,

I am writing today as a new member of the Lions Bay Community and as a mother of an 8-year old boy who is currently attending Lions Bay School. His name is Nicholas and he is immune compromised. His health is an ongoing issue for our family and has played a significant roll into the purchase of our home in the Lions Bay area last year. There is considerable evidence that EMF radiation harms the human genome, and as such, we chose an area without a celltower to move to when we decided to sell and leave our last property.

By way of background, I would like you to know that I worked in the broadcast /telecommunications industry for more than 25 years; most recently in a sales management capacity. I understand and am empathetic to how the telecommunications industry makes its money. I also understand that the cell tower will increase revenues for Lions Bay Municipality to help pay for essential services in our community. However, I strongly assert that increased EMF exposure is dangerous and something we can collectively do without.

There is significant evidence that electromagnetic radiation suppresses the immune function and allows bad bacteria to proliferate in the human host. Thomas Rau, MD of the renowned Swiss Paracelsus Clinic stated in a recent interview on ElectromagneticHealth.org: "Cultures of normal human endogenous bacterial cultures grow much less when exposed to EMR. They grow less when they are around a mobile phone, a tower or cordless phone. Growing less good bacteria in your body, means you will have an overgrowth of bad bacteria that can result in things like Lyme disease. Especially from the east coast of the USA, we have many patients with Lyme."

Lyme-literate doctor Dietrich Klinghardt, MD contends that the same happens with mold. He says, "A Swiss mold researcher once conducted some simple experiments to measure the virulence and presence of mold and mold toxins in high EMF environments. He exposed molds to a Wi-Fi router and found that the production of mycotoxins was dramatically increased by the energetic frequencies. The virulence of the mold toxins also increased 600-fold."

Many studies that show the detrimental effects of EMFs upon the body, especially in young children ([see PDF from University of Berkley California enclosed](#)). Electromagnetic pollution has been found to cause or exacerbate a multitude of disorders, including cancer, autism, chronic fatigue, infertility and insomnia. It has also been attributed to diseases like Alzheimer's. The closer one lives to a cell tower, the greater the risk of exposure. Full stop.

I don't mean to sound alarmist, but in our journey we have found that EMF remediation is one of those things that people don't tend to take seriously until they have experienced serious illness of this nature firsthand - perhaps because EMFs are invisible and their effects upon the body are not always obvious. Yet, based on our years of dealing with our son's illness, we contend that EMFs are one of the foremost causes of disease today (especially cancer), and one of the factors that can hinder full recovery from chronic illness.

I also thought it worth noting, that my husband Chris is a CFO in the cardiovascular medical community here in the Lower Mainland. He works from home several days a week and would directly benefit from more efficient cellular service. However, he would attest, that if we were honest about the research...a thorough cost-benefit analysis would show that it is simply not worth the risk to the inhabitants of the Lions Bay community to expose us to more radiation than we are already.

Sincerely yours,

Mandy Clark



On Mar 13, 2020, at 1:40 PM, Ron McLaughlin <mayor.mclaughlin@lionsbay.ca> wrote:

Good afternoon Craig. Thank you for your email and generous offer.

I will accelerate a response and ask that staff place your email as on table correspondence for Tuesday evening. You can expect our advice later next week.

I don't recall the message you refer to in your penultimate paragraph. If you have retained this message in your records I would appreciate it if you would send it to me with any reply you received. This is the sort of thinking that might attract the Snow Angels (a more normal event which activates them) attention and get them to consider an expanded mandate.

Regards,

From: Craig Doherty [REDACTED]
Sent: Friday, March 13, 2020 1:12:51 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Cc: Neville Abbott <councillor.abbott@lionsbay.ca>; Fred Bain <councillor.bain@lionsbay.ca>; Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>; Norman Barmeier <councillor.barmeier@lionsbay.ca>
Subject: Looking Out For One Another

G'day Mayor and Council,

Strange times we are in. But strange times call for novel solutions.

I was kicking something around with Nancy my assistant and Liz my partner yesterday.

There will be a lot of older Lions Bay residents who may well be scared to leave their homes. I get that. Even as a 50-something, level-headed adult this is a crazier situation than the 9/11, SARS, Ebola, H1N1, etc that I've lived through.

Some residents will start to get low on essential provisions but may be unable or afraid to go to Safeway/Fresh Street/etc. They may not have family, friends, neighbours who can assist.

At the General Store and Cafe we have refined our ordering processes to get fresh produce in from Fresh Street Market who have an online ordering platform and delivery service that includes Lions Bay. I don't know if it includes private residences but if it does then that may change when they have stress on the system (as I imagine they will have). That gave me an idea.

Could we look at a solution along these lines:

- For people who are comfortable ordering provisions online (not everyone can or is comfortable doing this) then they could order the provisions to a central location like the store and I will run them to their homes. Free. No Charge.
- For people who are not comfortable ordering online but can make it to the Store then we can look at using their credit

card to order for them and then I can run them to their homes. Free. No Charge.

- Even if Fresh Street closes down neighbourhood deliveries I would be happy to do regular runs with my usual grocery shopping.
- A different or hybrid solution that hasn't come to me yet but may be the subject of some collective brainstorming.

Why am I raising this?

(a) Because only the Village has the most widespread voice to get into people's homes through the "Village Update" or "Emergency System".

(b) Because the Store is a central location and I have a truck than can deliver.

(c) Because we live in a tight-knit community where we should and can look out for each other.

The last time I raised something like this was when we had heavy snow days and I figured some older people (or people without snow tyres) might not be able to get to their doctors' appointments or some other essential meeting. It was not pursued because I think it was seen as something disingenuous and self-promotional. This is different.

Ron let me know if you and council are interested in this.

Kind regards,

Craig Doherty



<PastedGraphic-1.png>

From: Craig Doherty <craig@lionsbay.com>

Sent: Friday, March 13, 2020 1:12:51 PM

To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>

Cc: Neville Abbott <councillor.abbott@lionsbay.ca>; Fred Bain <councillor.bain@lionsbay.ca>; Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>; Norman Barmeier <councillor.barmeier@lionsbay.ca>

Subject: Looking Out For One Another

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Ron let me know if you and council are interested in this.

Kind regards,

Craig Doherty



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VILLAGE OF LIONS BAY

Incoming Correspondence - March 26, 2020

Resident Correspondence:

R1: Kelly Taylor - Signage (Page 1)

R2: Heather Hood - Uplifting Activity Suggestion (Page 3)

R3: Tibor Zombori - Beach Parties (Page 7)

R4: Penny Nelson - Request for Signage to be Removed (Page 8)

R5: Emilie Montgomery - Request for Tennis Court to be Open (Page 9)

R6: Rhonda Chevrette - Front Line Care Providers (Page 10)

R7: Helen Waterson - Lions Bay Neighbours (Page 11)

R8: Hans Brandvold - Sunset Dr. Hikers (Page 12)

From: [Ron McLaughlin](#)
To: [REDACTED]
Cc: [Municipal](#); [Peter DeJong](#); [Naizam Jaffer](#)
Subject: Re: Thank you
Date: Monday, March 23, 2020 10:02:48 AM

Good morning Karla. It would be appreciated if this item would make it into Thursday's correspondence section.

Good morning Kelly. Thank you very much for writing and with such detail and suggestions.

Regards and I hope you and your family are keeping well,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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From: Kelly Taylor [REDACTED]
Sent: Sunday, March 22, 2020 10:20 PM
To: Municipal <agenda@lionsbay.ca>; Council <council@lionsbay.ca>
Subject: Thank you

Hello,

Thank you for taking action regarding the hiking trails and beaches In lions bay and Brunswick. Brunswick beach had an Unprecedented number of cars coming down and parking wherever they could. Zero social distancing which in itself was alarming

So many people walking on private property as well with no regard.

Out of the over 70 cars that came down to the end of Brunswick beach ... I asked a few people (nicely) why they drove all the way down when there was a sign saying no exit. They all said they didn't see it and I believe them.

A number of us feel our requests for appropriate signage was ignored.

It would be extremely helpful if you place a large sign at the bus stop area saying no cars behind this point except residents

And another large sign at the beginning of beach parking indicating beach goes park here (2min walk to the beach) and at the end of the beach parking another one sign saying no parking or exit for beach goes beyond this point.

As well, so many people are confused as to which direction to turn going to whistler vs vancouver. North and South does not seem to register with most especially tourists.

I hope when fire season starts you take the same measures with hiking and beach going. The increase in the number of people my hiking group sees lighting up is crazy. Hikers seem to enjoy nature high which in of itself isn't that bad but there are edibles (wouldn't combat driving while high but it would prevent forest fires) unfortunately It seems like lighting up is back in vogue

With our increasingly intense summer temperatures Forest fires are as likely as what's happening now with this pandemic.

I sincerely hope you heed the warnings signs and not fall prey to the risk of being impolite or political.

It's getting very scary.

Thank you, Kelly Taylor.

From: [REDACTED]
To: [Council](#); [Municipal](#)
Subject: Uplifting activity suggestion
Date: Monday, March 23, 2020 9:23:31 AM

We've seen this on the news the past few nights and maybe Lions Bay could do something like this every night at 7pm from our decks. My mom did it from our deck the other night!

Stay healthy,
Heather Hood

<https://www.vancourier.com/community/vancouver-skies-fill-with-cheers-of-appreciation-for-health-care-workers-video-1.24103687>

[Home](#) » [Community](#)

Vancouver skies fill with cheers of appreciation for health care workers (VIDEO)

Nightly tradition brings joyful sounds to city amid COVID-19 pandemic

Lindsay William-Ross / [Vancouver Is Awesome](#)

MARCH 22, 2020 03:59 PM



At 7 p.m. nightly, Vancouver residents are stepping outside to cheer and clap for health care workers tackling COVID-19. File photo Dan Toulgoet

There's less traffic noise, no fireworks shows and no roaring crowds at sporting events in Vancouver these days thanks to the COVID-19 crisis. But every night there's a new tradition that's making soundwaves through the city.

At 7 p.m. every night, Vancouver residents are stepping outside — on their own balconies, patios, roofs, or sidewalks — to erupt in cheers and applause to salute the city's hard-working health care workers on the frontlines.

malcolm bromley
@vanparkGM

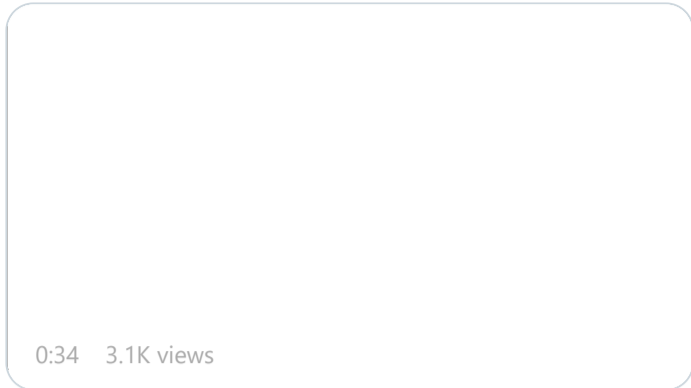
#WestEnd 7pm cheer for our healthcare workers. Thank you

7:04 PM · Mar 21, 2020

Melanie Nagy ✓
@MelanieNagyCTV

More public applause in support of our health care workers in Vancouver's #WestEnd . 7pm PST people started

clapping, banging pots and making noise to show appreciation. #Lovemycommunity #TogetherAtHome #HealthcareHeroes



0:34 3.1K views

7:14 PM · Mar 21, 2020



46 See Melanie Nagy's other Tweets

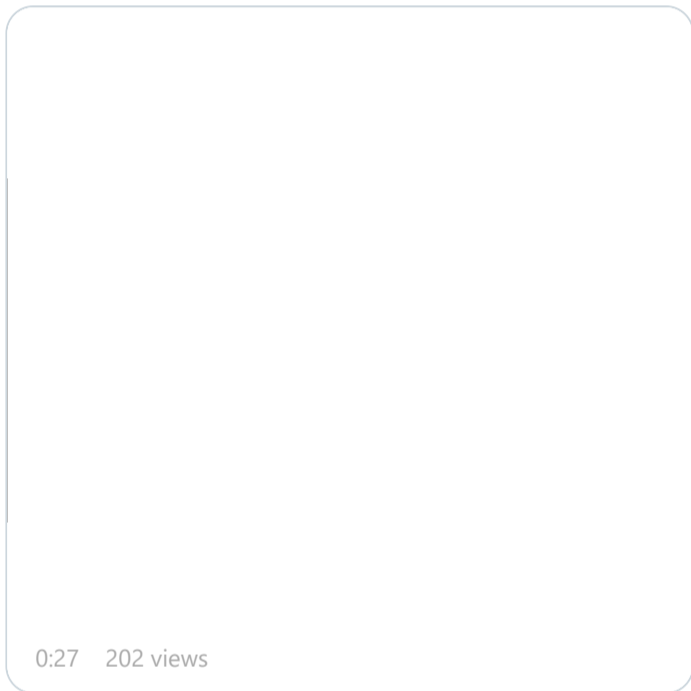


Pete Edwards
@pete_gas



West End makin' some noise

#vancouver #westend #COVID19



0:27 202 views

7:07 PM · Mar 21, 2020



The word has been spreading on social media that the applause is for doctors, nurses and other first responders and hospital personnel in the midst of this unprecedented health care crisis here in Vancouver — and around the world.

The hashtag #clapfordoctors on Twitter and Instagram shows that this is happening around the world at designated times.

In Vancouver, the new nightly ritual has been happening in the West End, though there have been rallying calls on community Facebook groups for a similar action to happen in communities across the Lower Mainland.

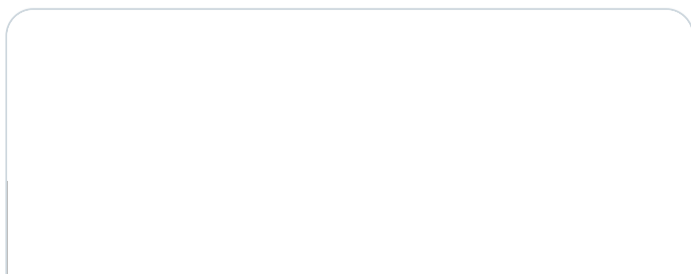
To some, it's a cheer of "mutual support" for neighbours in isolation.

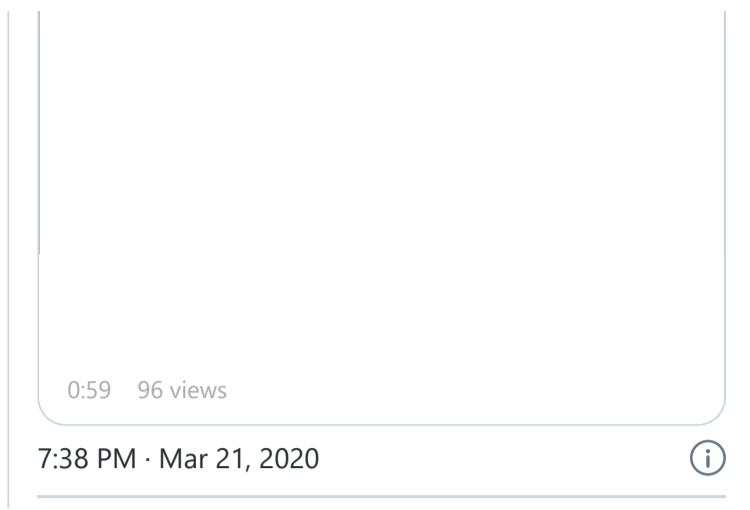


Matthew J Bordewick
@mbordewick



From my balcony: #westend #vancouverbc comes alive with cheers of mutual support from neighbours during #COVID19 self-quarantine





And a reminder, if you do decide to take part, to make sure that you aren't gathered closely in a group of people that doesn't share your home with you. Practise safe social distancing, wash those hands and take good care.

[Click here for original article.](#)

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From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: the Illegal park off the CN railroad tracks
Date: Monday, March 23, 2020 10:14:57 AM

From: ty Giovanni [REDACTED]
Sent: Sunday, March 22, 2020 7:19:43 PM
To: Council <council@lionsbay.ca>; Ray Kisser [REDACTED]
Subject: Re: the Illegal park off the CN railroad tracks

Dear Council,

This is a great time to address the problem that the partying city youth causes every weekend as they will surely ignore all provisions, since the very reason they come to LB, walk the CN lines to their "private UNPOLICED beach", so they can party & drink with zero consequences. Essentially we have been witnessing for decades a spring brake in Mexico every single weekend all Summer.

Please do something now, maybe with the power if the tools this pandemic gave us.

Best regards

Tibor Zombori [REDACTED]

CC:Ray Kisser (block watch)

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: FW: Request that signage in our cul de sac be removed
Date: Monday, March 23, 2020 10:25:25 AM

From: Penny Nelson [REDACTED]
Sent: Sunday, March 15, 2020 3:43 PM
To: Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>; Norman Barmeier <councillor.barmeier@lionsbay.ca>; Neville Abbott <councillor.abbott@lionsbay.ca>; Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Fred Bain <councillor.bain@lionsbay.ca>
Subject: Request that signage in our cul de sac be removed

Dear Council,

I had planned to attend Tuesday's council meeting to bring this request directly to council, however, as you are aware, we are self-quarantined as a precaution after Neville's recent overseas trip.

As we look forward to our 50th anniversary next year, I am dismayed at some of the changes in our Village. Inch by inch, the character of our community is being eroded, mostly by unnecessary changes or actions. Some of these appear to be based on what other municipalities do, even if Lions Bay residents don't want, need or like it.

For many years, we have steadfastly reaffirmed that "we are not West Vancouver" and that in our small Village, we do things differently from how the big municipalities do it. One of the things we've always guarded against was the proliferation of signage. When I was a BC Tourism Approved BnB, I was entitled to plenty of signage to direct visitors. However, I did not ask for any of this to be put in place, because we don't like superfluous signage in Lions Bay.

So when our formerly beautiful, natural cul de sac suddenly becomes subject to some truly hideous and ridiculous signage (in the plural), I feel compelled to request that it be removed.

I don't really care who agreed to- or ordered the new signage in our forest, I am asking you, our current Council, to take a stand to uphold "the Lions Bay way" and make it go away. As a community we have always held the stewardship of our natural heritage extremely close to our hearts. This monstrous signage is not in keeping with this value.

It is also at the head of a trail mostly used by residents. How on earth did we get by so well for so long without such a big sign?!

As a taxpayer, I would also urge you to cut unnecessary expenditure on signage: stop, reconsider and do the right thing. It's not just the price of the signs themselves, it's also the man hours that cost us. Every \$10,000 spent is around four homes' annual property tax: if this was your personal cash, would you spend it on silly signs?

I look forward to seeing it gone.

Thank you.

Penny

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: tennis please
Date: Monday, March 23, 2020 10:28:39 AM

From: emilie montgomery [REDACTED]
Sent: Friday, March 20, 2020 2:04 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Subject: Re: tennis please

Simply solved by wearing sports gloves

From: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Sent: Thursday, March 19, 2020 9:18 PM
To: emilie montgomery <[REDACTED]>; Peter DeJong <cao@lionsbay.ca>; Naizam Jaffer <njaffer@lionsbay.ca>; Municipal <agenda@lionsbay.ca>
Subject: Re: tennis please

Hi Emily. Your request will be in correspondence to Council at a future meeting.
I don't see tennis as the perfect event during this time of caution. The ball is shared which is hugely discouraged by medical professionals. In my view the court should remain closed.
Regards,
Ron

From: emilie montgomery [REDACTED] >
Sent: Thursday, March 19, 2020, 8:47 PM
To: Council
Subject: tennis please

hi is there any way the village can open the tennis court.... now that it is spring break with kids and people home with nothing to do and tennis being the perfect "distancing" sport
thanks
Emilie Montgomery

From: [Ron McLaughlin](#)
To: [REDACTED]
Cc: [Municipal](#); [Peter DeJong](#)
Subject: Re: Shout Out to Front Line Care Providers
Date: Monday, March 23, 2020 1:01:13 PM

Hi Rhonda. Thank you very much for writing and bringing this to my attention. I will be incorporating it into my Village Update article on Friday.

Regards,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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From: Rhonda Chevrette [REDACTED]
Sent: Monday, March 23, 2020 11:29 AM
To: Council <council@lionsbay.ca>
Subject: Shout Out to Front Line Care Providers

I love what the Vancouver West End are doing. They are going to their balconies and making noise by beating pot & pans every day at 7 pm, to show support to our much needed Front Line Care Providers. I can see the community of Lions Bay doing the same. While we are at it, it could also be a way to connect with our neighbors on either side, to see if they are still healthy & safe. I see it as an act of kindness, caring, community encouragement, during these self-isolating, physically distancing times.

Thanks for listening to my two cents.

Rhonda Chevrette
[REDACTED]

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: Lions Bay Neighbors / other agenda items
Date: Monday, March 23, 2020 3:40:12 PM

From: Helen Waterson [REDACTED]
Sent: Friday, March 20, 2020 11:53 AM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Neville Abbott <councillor.abbott@lionsbay.ca>; Norman Barmeier <councillor.barmeier@lionsbay.ca>; Fred Bain <councillor.bain@lionsbay.ca>; Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>
Cc: Peter DeJong <cao@lionsbay.ca>; Simon Waterson <simon.waterson@lionsbayfirerescue.ca>
Subject: Lions Bay Neighbours

Good morning Mayor and Council

I wanted to give you a quick update on the Lions Bay Neighbours Group.

Since I first set it up less than a week ago, we now have nearly 100 members with over +20 people indicating that they are ready and willing to help their neighbours. It's heartwarming to see the numbers grow daily.

As a group we would be happy to lend our support to any Village emergency initiative.

Let me know if there's anything that you need from us.

Communication is key right now.

Stay safe and well.

Helen

<https://www.facebook.com/groups/2809614205788434/>

From: [Ron McLaughlin](#)
To: [REDACTED]
Cc: [Peter DeJong](#); [Municipal](#)
Subject: Re: sunset trail head
Date: Monday, March 23, 2020 5:55:17 PM

Good evening Hans. I hope you and Teresa and all of the kids and their families are all well.

Directly below is one of the items of Council's Special meeting tomorrow evening. The issues beyond posting any closures is the monitoring and enforcement. Like in the summer, which is also fire season, municipalities like ours become destinations for many hikers. Most of the trails are not ours so any responsibility to do with them is also not ours. We will be waiting to see what the Province does to minimize travel and facilitate enforcement of groups in proximity. This topic has been raised by others and we will ultimately report out on it in the Village Update in the near future.

New Business

A. Discussion on the closures of parks, trails, open spaces and other municipal facilities.

Regards,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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From: Hans Brandvold [REDACTED]
Sent: Monday, March 23, 2020 5:02 PM
To: Council <council@lionsbay.ca>
Subject: sunset trail head

Sent from [Mail](#) for Windows 10

Hi there council members

I would like you to please consider closing the trail head at the end of sunset dr. Hikers are not abiding by the current rules concerning covid 19 and it is definitely a concern to us and i'm fairly confident to others in the neighbour hood. Thank you
Hans Brandvold