



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, OCTOBER 20, 2020 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

Please register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZwpfu2vpjgpGdRBE7lyNEsMDze6wtamYRwF>

Once registered, to access the meeting by Computer, Tablet, or Mobile Device,
click the following link: <https://us02web.zoom.us/j/88494783330>

(When prompted, please download Zoom to your device
prior to the meeting if you don't already have the program).

You can also phone in from your landline phone or mobile phone by
dialing 1-778-907-2071 and entering the Conference ID: **884 9478 3330**

AGENDA

1. **Call to Order**
2. **Adoption of Agenda**
3. **Public Participation (2 minutes per person totalling 10 minutes maximum)**
4. **Review & Approval of Minutes of Prior Meetings**
 - A. Regular Council Meeting – September 22, 2020 (page 5)
THAT the Regular Council Meeting Minutes of September 22, 2020 be approved, as circulated.
5. **Business Arising from the Minutes**
6. **Unfinished Business**
 - A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Person Responsible
104	September 17, 2019	Unfinished Business: Speeding on Sea to Sky and noise	Mayor McLaughlin and CAO DeJong are in communication with the Province
127	May 5, 2020	Options for Electronic Building Submissions	CAO DeJong – nothing to report (future consideration)

150	July 28, 2020	R10: re relaxation of amplification bylaw granted to Craig Doherty	CAO to respond to Strata Council
153	July 28, 2020	R5: Nelson re 35: Kelvin Grove Way	Councillor Cunliffe to respond
154	September 22, 2020	Response to M. Sredzki re Kelvin Grove Sewage	CFO Rooke
155	September 22, 2020	Stair replacement and paving project communication in the VU	PWM Jaffer
156	September 22, 2020	R2 - N. Rodgers re: human waste and parking	Mayor McLaughlin to respond
157	September 22, 2020	R3 - I. Wray re: 35 Kelvin Grove Way	Mayor McLaughlin to respond
158	September 22, 2020	R4 - T. Leger re: OCP alignment and decision making	Mayor McLaughlin to respond
159	September 22, 2020	R6 - D. Kirkwood re: Parking at Crystal Falls Rd	Mayor McLaughlin to respond
160	September 22, 2020	R10 - J. Stoddart re: Lions Bay Postal Code	Councillor Barmeier to respond
161	September 22, 2020	R11 – Residents of Tidewater Way petition	Mayor McLaughlin to respond
162	September 22, 2020	R12 – R15 Liu re 35 Kelvin Grove Way	Mayor McLaughlin to respond
163	September 22, 2020	R16 – 61 Brunswick Beach Road	CAO Peter DeJong to respond

7. Reports

A. Staff

- i. 20-02 Application for Extraordinary Vehicle Parking Permit (page 19)
Staff Recommendation
 THAT Council determine approval or rejection of the application and direct staff accordingly.
- ii. 2020 Third Quarter Review (page 29)
Staff Recommendation:
 THAT the report “2020 Third Quarter Review” be received for information purposes.

B. Mayor

C. Council

D. Committees

E. Emergency Services

8. Resolutions

9. Correspondence

A. List of Correspondence to October 15, 2020 (page 47)

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

10. New Business

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

12. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Update re. Sale of Municipal Land
- B. Legal matters

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:

- (d) the security of the property of the municipality;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (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;
- (g) litigation or potential litigation affecting the municipality;
- (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 and report out if applicable.

[OR]

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

13. Reporting Out from Closed Portion of Meeting

14. Adjournment

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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, SEPTEMBER 22, 2020 at 7:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY AND VIA ZOOM VIDEO CONFERENCE

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott (via video conference)
Councillor Fred Bain (via video conference)
Councillor Norm Barmeier (via video conference)

Regrets: Councillor Jaime Cunliffe

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer (via video conference)
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 8Aii – Paving Map be added as additional information to the report; and
- (2) Item 8Bii Signage be added; and
- (3) Item 8Biii UBCM Speculation and Vacancy Tax Resolution – District of West Vancouver; and
- (4) Item 11A – Hot Tub placement diagram be added as additional information to correspondence item R16; and
- (5) The agenda be adopted, as amended.

CARRIED

Audio 00:04:17

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

A. George Liu

Mr. Liu provided a summary of his understanding of the CAO's email regarding the current offer on 35 Kelvin Grove Way and emphasized that rezoning should not be an option regardless of the outcome. He noted that the OCP should be followed strictly and referred to the petition from 43 residents of Kelvin Grove Way and requested that they be updated and notified on the progress of the sale of the lot.

Audio 00:7:57

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

A. Marek Sredzki – Kelvin Grove Sewage Plant and anticipated sale of two multi-dwelling properties in Kelvin Grove.

Mr. Sredzki questioned the allocation of funds for the Kelvin Grove Sewage Plant. Mr. Sredzki requested information on the following:

monetary total collected in sewage levies since the opening of the plant;
 annual operating expenses of plant; the financial structure of operating and contingency funds for 35 plus years, particularly regarding maintenance, salary, and amortization.

Mr. Sredzki questioned the collection of amortization charges and whether a submission is required for this information under the Freedom of Information and Protection of Privacy Act.

Mr. Sredzki noted the capacity of the new plant and speculated on the potential to subdivide for multi dwelling units to help pay for the plant. He noted Kelvin Grove residents have provided many improvements to the entire Village without direct benefits to Kelvin Grove residents and that there is no revenue problem, but rather a spending problem. He asked for clarification on plans for Oceanview Road and Highview Place.

Mayor McLaughlin noted that a response may be expected in a month's time and information regarding the financial aspects of the plant will be presented to Council in the next three to four months. Mayor McLaughlin confirmed that a land survey has been held at Oceanview Road and that no other discussions have been held.

Audio 00:15:35

5. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – July 28, 2020

Councillor Bain noted that he was present via phone conference.

Moved/Seconded

THAT the Regular Council Meeting Minutes of July 28, 2020 be approved, as amended.

CARRIED

B. Special Council Meeting – September 1, 2020

The following item was identified as requiring an amendment:

- (1) Page 4, Item 4Aiii, bullet point 3 be amended to read “In the past, the garbage consisted mainly of dog waste. Second can also becoming overflowed.”

Moved/Seconded

THAT the Special Council Meeting Minutes of September 1, 2020 be approved, as amended.

CARRIED

Audio 00:20:04

6. Business Arising from the Minutes
 None

7. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Person Responsible
104	September 17, 2019	Unfinished Business: Speeding on Sea to Sky and noise	<p>Mayor McLaughlin and CAO DeJong are in communication with the Province (MOTI)</p> <p>CAO DeJong provided an update regarding the Squamish Mayor and CAO meeting with the Ministry, noting their similar concerns – they received no positive response. The Village has a contract and will review it in due course.</p> <p>PWM Jaffer noted that the Ministry advised they are doing vacuuming of pavement in the middle of the night.</p>
127	May 5, 2020	Options for Electronic Building Submissions	CAO DeJong – nothing to report (future consideration)
145	July 28, 2020	Slow down sign on Oceanview Rd.	PWM Jaffer – completed, moving to Bayview and PWM

			will present a report on result of speed
146	July 28, 2020	Notice of Councillor Cunliffe's acceptance into the Climate Leadership Course to be placed in the Village Update	completed
147	July 28, 2020	R6: Kate re: delineator request	Completed
148	July 28, 2020	R8: T. Luethy re: parking	Completed
149	July 28, 2020	R9: L. Nolin re: parking	Completed
150	July 28, 2020	R10: re relaxation of amplification bylaw granted to Craig Doherty	CAO to respond to Strata Council
151	July 28, 2020	R11: Simpson re: parking	Completed
152	July 28, 2020	R12: M. Gewurz re: beach concerns	Completed
153	July 28, 2020	R5: Nelson re 35: Kelvin Grove Way	Councillor Cunliffe to respond

B. 35 Kelvin Grove Way – Verbal Update (current status provided in Sept.11th Village Update)

Councillor Abbott questioned whether there are any further procedural requirements needed regarding 35 Kelvin Grove Way.

CAO DeJong noted that Council has already directed staff to no longer proceed with the matter. Any future status on the lot will be brought back to Council for direction and new resolution at that time.

Audio: 00:29:43

8. **Reports**

A. Staff

i) Public Works Manager: Stairs to Bus Stop on Oceanview Road/Lions Bay Avenue

PWM Jaffer presented an overview of the results of the bids.

PWM Jaffer confirmed that it is not a legal issue that the stairs were noted as being on Lions Bay Avenue.

Councillor Barmeier expressed gratitude to PWM Jaffer for continuing infrastructure projects during the COVID-19 pandemic.

PWM Jaffer confirmed that a drawing is available on the Village website and that it will be a like for like replacement. He noted that the rise and run will be confirmed once the stairs and asphalt are removed, which will be checked by the building inspector and PWM.

Moved/Seconded

- (1) THAT Council award the replacement of the concrete stairs leading to the bus stop under the highway overpass on Oceanview Road to G.E. Koba Enterprises Inc. for the amount of \$80,000.00 plus GST; and
- (2) THAT Council authorize the Mayor and Corporate Officer to execute contract documents substantially in the form attached.

CARRIED

Audio 00:34:18

ii) Chief Financial Officer: 2020 Capital Update

CFO Rooke presented the 2020 Capital Update, highlighting the rationale for covering paving costs.

Council questioned whether the new paving will have to be dug up if the watermain has to be replaced and questioned whether paving could be delayed until such time.

PWM noted the urgency required for repaving due to deterioration and confirmed that:

- Watermain design will take one year to complete and design will come back to Council;
- Majority of road paving will remain as only a trench patch will be required to access watermain;
- Full design will include milling and the full width of road will be milled;
- Responded that he will confirm if geo-cloth is used by municipalities in road sub-base between coarse material and new gravel and will inform Council.

Council requested that this information be presented at the Infrastructure Committee meeting on September 24, 2020.

Moved/Seconded

THAT Council direct staff to proceed with all of the paving quoted, the budget shortfall of \$83,000 to be covered off with \$52,000 saving from the CN railway crossing project; and

THAT Council direct staff to defer the minor culvert replacement project to 2021 and that those funds of \$25,000 be used towards the paving; and

THAT \$6,000 of the operational paving budget be used for the paving.

CARRIED

Audio 00:43:45

Mayor McLaughlin requested that information regarding the stair replacement and paving projects be provided in an upcoming Village Update.

iii) CAO: Broughton Hall Re-Opening Plan

CAO DeJong presented the rationale on the approach for opening the Broughton Hall facility, noting:

- policy 20.04, which forms the basis of the rationale;
- provided an overview of the risk assessment for the hall, an overview of each activity's risk assessment, and expectations of participants to sign acknowledgement of the risk and provide contact tracing protocols;
- scheduling and cost challenges with bringing in a cleaning contractor;
- other events scheduled for the hall: October 24, 2020 Provincial election and flu shot program.

Discussion ensued on cleaning protocols for the hall in comparison with the Lions Bay Beach Washrooms.

CAO DeJong noted that the intent is to provide supplies for users to clean after their event. He also noted that historically, common practice has been that users are responsible for cleaning and that the new protocol adds using disinfecting products. This incremental addition in responsibility to the user will be less logistically challenging than find a cleaning contractor, as currently, availability and cost is an issue.

Discussion ensued on:

- where Lions Bay is in terms of opening in comparison with other communities; most user groups shut down in the summer and Lions Bay is in step with what others are doing;
- Suggestion of adding a self declaration form for users; templates available online;
- Consideration of whether to open the kitchen – Council consensus is to keep it closed;
- Description of different user groups, particularly craft groups;
- Advocacy for mandatory mask spaces and protocols for when to wear a mask; mask compulsory except when there is strict physical distancing or if the activity does not allow for that;

- VCH confirmation of cleaning protocols for the hall - only required after each use;
- Communication to user groups that the hall will not be professionally cleaned.

Moved/Seconded

THAT staff proceed with the Broughton Hall Re-Opening Plan as substantially set out in the Broughton Hall Re-Opening Plan report dated September 17, 2020 and in consideration of Council’s comments from the September 22, 2020 regular Council meeting.

CARRIED

Audio: 1:20:10

- iv) Emergency Program Act Update – Information Report
 CAO DeJong presented an overview of the updates to Emergency Program Act.

Mayor McLaughlin requested that any comments and feedback to the Province be submitted by email.

Moved/Seconded

THAT the Information Report, “Emergency Program Act Update” be received.

CARRIED

Audio 1:24:00

- v) Council Resolution for 2021 UBCM CRI Firesmart Grant
 CAO DeJong presented an overview of the grant program and the activities available for funding, as referenced in the report. He noted that the Village has started identifying critical infrastructure within the Village for firesmart treatment.

CAO DeJong responded to questions and comments from Council, noting:

- Examples of tangible projects would be protection of critical infrastructure such as water infrastructure
- Funding would be for projects on the ground
- Grant application deadline prior to having a wildfire plan in hand with recommendations – this is noted within the application
- Eligible projects are noted in items 1 and 2

- Choosing to opt out does not impact the Village’s ability to apply or receive other grants – separate from Provincial and Federal initiatives
- The Village has committed to the Community Wildfire Protection Plan, which provides eligibility to be able to apply for this particular program
- The eligible items listed in the report are examples and there are no requirements to pursue those – they are listed as options
- If the Village is successful in receiving the grant, priorities can be reviewed in order to determine which ones to pursue

Discussion ensued on:

- Ideas where funding can be directed (salaries, etc.)
- Uncomfortable with commitment
- No tangible suggestions to spend money on as it precedes recommendations from consultant

Moved/Seconded

THAT an application be submitted under the UBCM Community Resiliency Initiative Firesmart grant program for the purpose of funding the execution of a project designed to undertake some of the mitigation project recommendations expected to be contained in the Community Wildfire Protection Plan currently being written with an expected completion date at the end of October 2020. Support for this project and overall grant management will be provided by the Village of Lions Bay.

CARRIED

OPPOSED: Cllr. Abbott

Audio 1:45:00

- vi) Council Resolution for UBCM Evacuation Route Planning Grant
 CAO DeJong provided an overview of the Evacuation Route Planning Grant, noting that it is an opportunity to address capacity issues and preplanning needs.

Discussion ensued on:

- The amount of the grant - \$25,000
- Planning should be practical and down to earth
- Residents should be well informed
- Plan should not be too high level, making it redundant
- Plan should be very specific and tailored to the Village

CAO DeJong noted that the Village provides Terms of Reference within the parameters of the program and should the Village be successful in obtaining any grants, next steps will be presented to Council.

Moved/Seconded

THAT an application be submitted under the UBCM Community Emergency Preparedness Fund for an Evacuation Route Planning stream grant for the purpose of funding the execution of a project designed to support the improvement of the Lions Bay Evacuation Plan. Support for this project and overall grant management will be provided by the Village of Lions Bay.

CARRIED

Audio: 1:51:50

B. Mayor

i) 50th Anniversary Planning Committee – Appointment of Select Committee

Mayor McLaughlin noted that a plan and ideas for celebrating the 50th Anniversary will be pursued and brought back to Council.

CAO DeJong suggested that a committee be formed from existing volunteer groups and that a budget should be allocated based on any ideas and events that will take place.

Audio: 1:56:00

ii) Signage

Mayor McLaughlin requested guidance on commercial signage in the Village.

Council noted that commercial signage is supporting small business, is not intrusive and adds character and supports vibrancy around town. Council noted that owners are responsible to manage their signs and should be maintained neat and tidy and removed right after event.

iii) UBCM Speculation and Vacancy Tax Resolution – District of West Vancouver

Mayor McLaughlin requested feedback regarding the District of West Vancouver's proposed resolution for UBCM.

Council discussed the relevancy and validity of the tax for the Village, noting that it is not relevant to Lions Bay and that such a program does not provide services but controls behaviour. Should such a program be pursued, residents should be informed.

C. Council

i) Councillor Barmeier: A local perspective on “cliff jumping”

Councillor Barmeier presented his report on cliff jumping Lions Bay, noting the historical perspectives of the activity.

Mayor McLaughlin noted that progress with CN is pending.

Moved/Seconded

THAT the Information Report, “A local perspective on “cliff jumping” be received.

ii) Councillor Barmeier: Lions Bay ZEV initiative – fast charger revenue projections

Councillor Barmeier presented the report on ZEV initiatives noting:

- Potential estimated revenue
- Alignment with federal government

Moved/Seconded

THAT the Information Report, “Lions Bay ZEV initiative – fast charger revenue projections” be received.

CARRIED

D. Committees

None

E. Emergency Services

i) Surrey Regional Fire Dispatch Monthly Report – Lions Bay Fire Rescue

Moved/Seconded

THAT the August 2020 Surrey Regional Fire Dispatch Monthly Report – Lions Bay Fire Rescue be received for information.

CARRIED

9. Resolutions

None

10. Bylaws

None

11. Correspondence

A. List of Correspondence to September 17, 2020

Moved/Seconded

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

General Correspondence:

G1 - E-Comm 911 re: E-Comm Board of Directors Designate – received

G2 - Selina Robinson, Minister, Ministry of Municipal Affairs and Housing re: Housing and homelessness management following the COVID-19 pandemic – received

G3 - Tracey Saxby, Executive Director, My Sea to Sky re: BC EAO draft assessment of Woodfibre LNG's extension application - received

G4 - Lori Halls, Deputy Minister, Emergency Management BC re: requesting optional feedback for report "What We Heard - Modernizing BC's Emergency management Legislation" - received

G5 - Agnes Jackman, Board Member, Council of Senior Citizens' Organizations of B.C. re invitation to publicly declare support for UN International Day of Older Persons (UNIDOP) 2020, October 1st, 2020 - received

G6 - Patrick Weiler, MP, re: Safe Restart Agreement - received

Resident Correspondence:

R1 - J. Kemp re: parking – received, PWM and Mayor replied

R2 - N. Rodgers re: human waste and parking – Mayor McLaughlin to respond

R3 - I. Wray re: 35 Kelvin Grove Way - Mayor McLaughlin to respond

R4 - T. Leger re: OCP alignment and decision making - Mayor McLaughlin to respond

R5 - Davids re: 35 Kelvin Grove Way

R6 - D. Kirkwood re: Parking at Crystal Falls Rd. - Mayor McLaughlin to respond bring to strategy session

R7 - response to D. Simpson re: parking – received

R8 - KC Dyer re: parking – received

R9 - L. van Knotsenburg re: sign at Cloudview and accompanying response – received

R10 - J. Stoddart re: Lions Bay Postal Code – Councillor Barmeier to respond

R11 - Residents of Tidewater Way petition – Mayor McLaughlin to respond

R12 - Liu re: 35 Kelvin Grove Way – Mayor McLaughlin to respond

R13 - Liu re: 35 Kelvin Grove Way - Mayor McLaughlin to respond

R14 - Liu re: 35 Kelvin Grove Way - Mayor McLaughlin to respond

R15 - Liu re: 35 Kelvin Grove Way - Mayor McLaughlin to respond

R16 - re: 61 Brunswick Beach Road

CARRIED

Mayor McLaughlin declared a conflict of interest under the *Community Charter* and recused himself from the meeting at 9:25p.m. in relation to the encroachment request at 61 Brunswick Beach Road.

Councillor Barmeier assumed the role of Chair.

CAO DeJong presented correspondence item R16 from Eyford Partners LLP, requesting that Council reconsider the resolution that was made on July 28, 2020 regarding the hot tub removal at 61 Brunswick Beach Rd. He noted that in the event it is not reconsidered, there is a second request to consider selling a part of the esplanade to accommodate the proposed new location.

CAO DeJong noted the procedural requirements for reconsideration and that if Council wished to discuss the new information regarding placement in a different location, only minimally encroaching on the Esplanade, they would need to pass a motion for reconsideration. When asked, he noted that not a lot of staff time had gone into this latest request.

CAO DeJong asked if any Council member wished to put forward a motion for reconsideration of the July 28, 2020 resolution. Council confirmed there was no desire to reconsider the resolution; Council also confirmed there was no interest in selling part of the esplanade to the owner of 61 Brunswick Rd.

Mayor McLaughlin resumed the role of Chair at 9:42PM

12. New Business

None

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

None

14. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Project estimates

B. Project quotes

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:

- j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
- k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

The meeting was closed to the public at 9:44 p.m.

The meeting was re-opened to the public at 10:14 p.m.

15. Reporting Out from Closed Portion of Meeting

None

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10:15 p.m.

Mayor

Corporate Officer

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

Type	Request for Decision		
Title	Application for Parking of Extraordinary Vehicle		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	October 15, 2020	Version	1
Issued for	October 20, 2020		

Recommendation:

THAT Council determine approval or rejection of the application and direct staff accordingly.

Attachments:

- (1) Application for Parking of Extraordinary Vehicle
- (2) Feedback from Public Works staff
- (3) Feedback from neighbours for Application for Parking of Extraordinary Vehicle

Key Information:

The Village of Lions Bay received an application for extending the parking of extraordinary vehicle across from 400 Upper Bayview Rd. At the June 2, 2020 regular Council meeting, Council approved the permit with the provision that the permit only be valid until October 1, 2020.

Staff polled and contacted the neighbours on all sides, within 90 metres of the parking spot and the feedback from those who responded, is attached for information.

The application is required under Bylaw 413, s. 11(c), which states:

*Despite 11-(1) and 11-(2), if Council deems that it is dangerous or impractical to **park an extraordinary vehicle** or trailer by an owner on real property occupied by the owner, by reason of the topography of that real property, the **Manager Public Works** may designate and specify a **parking space on the highway** for the vehicle or trailer, under the following circumstances:*

- i. *if Council approves a written application to Council by the owner of the vehicle or trailer, such approval shall be valid for no longer than 3 years, after which time the owner of the vehicle must remove it or reapply;*
- ii. *upon payment to the **Village** of an annual fee in accordance with Fees Bylaw No. 497, 2016, as amended.*



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An Extraordinary vehicle is defined as:

“Extraordinary vehicle” means any vehicle having a licensed gross vehicle weight rating of 5,000 kg or more, or a vehicle having an overall length including any attached trailer exceeding 6.1 metres, except for vehicles owned or leased by the **Village** or its agents;

The driveway at 400 Bayview Place is very steep as shown in the photo below:



The application notes that the length of the trailer is 6.4 metres and 8.5 metres wide.

Previously, the applicant stated that he is facing undue hardship due to job loss and a change in his economic situation as a result from current layoffs due to COVID. He requires the trailer to operate a small moving business to make ends meet. He also noted that his trailer has too low a clearance for his steep driveway.

Recently, the applicant has noted that he requires the trailer to be parked in that location to access it in order to build his business. He has attempted to seek alternate locations, including the marina and storage units, however, his trailer has also been denied. He requests that parking continue to be made available until he could find alternate parking.



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Pictured above is the parking spot where the trailer is sitting. However, as the season is changing, the location of the trailer inhibits ditch maintenance and snow plowing by Public Works staff. As such, staff would prefer to see the trailer moved to an alternative location.

Follow Up Action and Communication: Per Council direction.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

APPLICATION FOR PARKING OF EXTRAORDINARY VEHICLE

As defined in Traffic and Parking Bylaw No. 413, any vehicle over 6.1 metres in length, including any attached trailer, or with a licensed gross vehicle weight exceeding 5,000 kgs is an "extraordinary vehicle". It may not park with any part of it on municipal property. A resident unable to accommodate it on their own property should store it elsewhere in commercial premises. If lack of ready access to the vehicle would cause genuine hardship, e.g. if it is used primarily for work within the Village or is the resident's sole means of transport, a yearly application may be made to Council to park it on municipal property. Approval will depend on whether the Village has appropriate space to accommodate the vehicle, any emergency or road safety issues, and whether parking it in a neighborhood would create issues. You will be informed within 6 weeks of the date of application whether it has been approved. If so, approval is for a one-year period and monthly parking fees will apply.

REQUIRED INFORMATION

- 1. Type and make of vehicle(s) including trailer: 2000 Wells Cargo
- 2. Licensed Gross Vehicle Weight in kgs: 3492 KG
- 3. Length of vehicle(s) in metres: 6.4 metres
- 4. Vehicle(s) license plate number(s): [REDACTED]
- 5. Is there a preferred place to park on municipal property (address, side of street): Across from 400 Bayview Plc
- 6. Names and addresses of neighbours on all sides within 90 metres of this parking spot:
 - a. 425 Upper Bayview Rd, Dave Braynestegun, [REDACTED]
 - b. 435 Upper Bayview Rd, Tom and Diane Burke, [REDACTED]
 - c. 390 Bayview Plc, Sharon Raymond, [REDACTED]
 - d. 395 Bayview Plc, G Raymond, [REDACTED]
 - e. 450 Upper Bayview Rd, Robert and Rose Dawson, [REDACTED]
 - f. _____
 - g. _____
 - h. _____

Monthly fee structure for parking of extraordinary vehicle or trailer on Village property, with permission of Council:
 Vehicle or trailer 6.1- 6.5 metres in length - \$80 per month
 Vehicle or trailer 6.5-7.7 metres in length - \$110 per month
 Vehicle or trailer over 7.7 metres in length - \$135 per month

Name of Applicant: Nevin Wekh
 Address: 400 Bayview Plc
 Phone: [REDACTED] Email: [REDACTED]
 Signature: [REDACTED] Date: Oct 11/2020



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THIS SIDE FOR OFFICE USE ONLY

Public Works Input re potential impact on road safety or snow removal if vehicle parked in desired spot:

IT IS CURRENTLY IN THE WAY OF SNOW PLOWING AND BOULEVARD MAINTENANCE.

Fire Chief Input re potential impact on emergency access if vehicle parked in desired spot:

Village Manager Input

Any comments re issues for neighborhood in accommodating the vehicle?

Summary/Recommendation: Is Village in a position to accommodate the vehicle?

Council Decision

Permit is Approved Rejected

Date: _____

From: [REDACTED]
To: [Lions Bay Office](#)
Subject: Re: Application for Extraordinary Vehicle Parking Permit
Date: Friday, October 16, 2020 12:48:56 PM

Hey Karla,

I did talk to someone at the marina and they said they will not have room for my trailer over the winter. My reasoning for wanting to park my trailer across the street from 400 Bayview Place is I am building my small moving business and with that it is very helpful to have quick, easy access to my trailer. I've called various storage units on the north shore and had no luck with finding a spot that can accommodate my trailer. It seems with the surge in business closures due to COVID, all storage spots are taken. It would be most helpful if the village could accommodate me until this all sorts out and something becomes available. Due to this it would be beneficial and my last option to park it across the street from 400 Bayview Place. I promise I will keep the trailer clean and parked respectfully throughout the permit length. It may interest you to know I have provided free moving services to some seniors in dire need. We are all trying to do our part helping one another in these unprecedented times. Thanks for your consideration.

On Thu, Oct 15, 2020, 3:28 PM Lions Bay Office <office@lionsbay.ca> wrote:

Hi Nevin,

Thanks for submitting the application for Extraordinary Vehicle Parking Permit.

I just require some more information – what is the reason for requiring to park the vehicle across from 400 Bayview Pl?

Do you have any alternate locations, such as the marina? Are you able to park it there for the winter?

Thanks,

Karla Duarte

Municipal Coordinator

image008



The Village of Lions Bay

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

Tel: (604) 921-9333 | Fax: (604) 921-6643 | www.lionsbay.ca

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From: [Lions Bay Office](#)
To: [Lions Bay Office](#)
Subject: FW: Nevins commercial trailer on upper bayview
Date: Thursday, October 15, 2020 2:19:51 PM

From: Gilbert Raynard [REDACTED]
Sent: Wednesday, October 14, 2020 1:53 PM
To: [REDACTED]
Cc: Lions Bay Bylaw Officer <bylaw@lionsbay.ca>; Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Tom Burke <[REDACTED]>; byron montgomery <[REDACTED]>; allisonbruynesteyn <[REDACTED]>
Subject: Re: Nevins commercial trailer on upper bayview

Ladies and Gentlemen

We live at 395 Bayview Place. The trailer has been parked on our frontage all summer. We understood from previous correspondence that this was a temporary permit ending Sept 30, so we reluctantly accepted that to keep the peace.

We echo all of Dave's comments. We are not happy about the situation.

We appreciate that this is an awkward situation and that the Village is undoubtedly working on a resolution. But we want to add our voice to our neighbours in that we are very unhappy about the trailer and the garbage around it.

As a temporary solution, could the trailer be moved to the park and ride below the highway? There's a longish triangle of paved area where the trailer could be parallel parked, and it's not near anyone's home.

Gilbert and Beatriz Raynard
395 Bayview Place

Sent from my iPhone

On Oct 14, 2020, at 1:30 PM, [REDACTED] wrote:

To date I have had no response from bylaw to my email of a week ago and NOTHING has been done about the trailer. Please advise why this person and commercial trailer are immune from the rules of the village and why he is allowed to continue to store this commercial eyesore of a trailer on our street 14 days after his permit has expired.

Frustrated on upper bayview

<image001.jpg>

<image002.jpg>

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From: [REDACTED]
Sent: October 7, 2020 3:10 PM
To: 'bylaw@lionsbay.ca' <bylaw@lionsbay.ca>
Subject: Nevins commercial trailer on upper bayview

This person was given a temporary permit until oct 1 to park his commercial trailer on the side of the road citing hardship. The trailer and his activities have been a nuisance, loud at times and there is often debris and garbage around the unit. All the neighbours were against it and he still got a license.

Please tell me why he is not being ticketed daily for his expired license. The trailer should be removed immediately.

<image001.jpg>

<image004.jpg>

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Please do not copy or use it for any purpose nor disclose its contents to any other person

From: [REDACTED]
To: [Lions Bay Office](#)
Subject: Parking
Date: Friday, October 16, 2020 11:46:36 AM

Again, no we don't support his parking his trailer in front of 400
Upper Bayview Road.

Robert Dawson



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Report to Council		
Title	2020 Third Quarter Review		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	October 15, 2020	Version	
Issued for	October 20, 2020 Regular Council Meeting		

RECOMMENDATION

THAT the report “2020 Third Quarter Review” be received for information purposes.

ATTACHMENTS

- A. 2020 Third Quarter Review

KEY INFORMATION

The attached third quarter review includes:

1. Consolidated Financial Results at September 30, 2020
2. Revenue Summary at September 30, 2020
3. Departmental Expense Summaries at September 30, 2020
4. Capital Expenditure Summary at September 30, 2020

The reports compare the preliminary results at September 30, 2020 to the 2020-2024 Five Year Financial Plan Bylaw which was adopted May 5, 2020. The purpose of this preliminary report is to review the status of capital projects and operational revenue and expenses to see how we are tracking against budget.

FOLLOW UP ACTION

Staff will be available to respond to any questions at the October 20, 2020 Council meeting.

**Village of Lions Bay
as at September 30, 2020**

Preliminary Consolidated Financial Results

	2020			2019
	YTD Actual	Budget	%	YTD Actual
Revenues				
Taxation	1,593,667	1,593,541	100.0%	1,550,741
Infrastructure Levy	153,464	153,464	100.0%	144,658
Utility Fees and Rates	1,192,137	1,191,782	100.0%	1,138,467
Fees, Licenses, Permits and Fines	230,100	163,629	140.6%	198,743
Grants	383,340	859,809	44.6%	526,526
Proceeds from Borrowing	600,000	600,000	100.0%	-
Net Proceeds from Land Sales	-	500,000	0.0%	1,810,716
Other	89,884	114,531	78.5%	143,979
	4,242,592	5,176,756	82.0%	5,513,831
Expenditures				
Administration	864,271	1,245,581	69.4%	781,564
Council	43,155	69,629	62.0%	43,907
EOC	61,564	90,971	67.7%	21,040
Fire Services	188,713	343,214	55.0%	246,600
Bylaw Services	47,177	44,865	105.2%	31,840
Public Works	254,950	547,912	46.5%	319,787
Planning and Development	28,026	109,462	25.6%	26,118
Parks, Recreation and Facilities	185,214	243,890	75.9%	178,270
Solid Waste	146,080	195,594	74.7%	135,556
Sewer Fund	88,062	159,828	55.1%	47,302
Water Fund	698,963	979,395	71.4%	460,239
	2,606,175	4,030,340	64.7%	2,292,222
Surplus/(Deficit)	1,636,418	1,146,416		
Amortization	479,387	639,183		
MFA Actuarial Gain on Debt	(22,861)	(30,481)		
Cash Surplus	2,092,944	1,755,118		
Repayment of Debt Principal	(94,697)	(189,295)		
Capital Expenditures	(1,148,949)	(3,015,524)		
Transfer from (to) Surplus	-	1,212,282		
Transfer to Gas Tax Reserve	(59,117)	(59,117)		
Transfer to Infrastructure Levy	(153,464)	(153,464)		
Transfer from (to) Reserves	-	450,000		
Transfer (from) to Reserves	636,717	(0)		

**Village of Lions Bay
as at September 30, 2020**

Revenue Summary

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Taxation					
General Municipal Property Tax	1,534,763	1,534,636	100.0%	1,489,938	
Infrastructure Levy	153,464	153,464	100.0%	144,658	
Parcel Taxes	10,585	10,585	100.0%	10,585	
Grants in Lieu	48,320	48,320	100.0%	50,218	
	1,747,131	1,747,005	100.0%	1,695,399	
Utility Fees and Rates					
Water User Rates	925,127	925,126	100.0%	879,494	
Sewer User Rates	72,276	72,276	100.0%	72,276	
Solid Waste User Rates	194,734	194,380	100.2%	186,697	
	1,192,137	1,191,782	100.0%	1,138,467	
Fees, Licenses and Permits					
Building Permits	35,037	65,000	53.9%	64,230	1
Board Of Variance Application Fee	-	2,000	0.0%	1,500	
Secondary Suite Surcharge Fees	22,943	26,550	86.4%	23,480	
Other Permits	3,755	1,150	326.5%	1,695	
Fire Training Programs	900	600	150.0%	1,200	
Recreation Programs	159	2,600	6.1%	2,527	2
Hall Rental	1,265	5,000	25.3%	2,574	2
Boat Space Rentals	8,200	7,000	117.1%	5,625	
Rental Agree - BC Ambulance	21,732	26,454	82.2%	18,835	
Parking Fines	82,389	10,000	823.9%	18,376	3
Parking Passes	4,480	2,650	169.1%	2,160	
Parking Meters	25,599	-	n/a	38,412	4
Dog Licences / Animal Control Fines	3,405	3,500	97.3%	3,180	
Filming Revenue	14,850	8,000	185.6%	11,735	
Tree Cutting Applications	1,375	500	275.0%	375	
Tax Information Charges	1,770	2,000	88.5%	1,200	
Miscellaneous	741	625	118.6%	1,641	
	230,100	163,629	140.6%	198,743	
Grants					
Small Community Grant	298,345	295,000	101.1%	296,642	
CWWF Grant	15,254	303,838	5.0%	125,607	5
Gas Tax Funding	59,117	59,117	100.0%	88,822	
Other Grants	10,625	161,854	6.6%	15,455	6
	383,340	859,809	44.6%	526,526	
Other Revenue					
Proceeds from Borrowing	600,000	600,000	100.0%	-	7
Net Proceeds from Land Sales	-	500,000	0.0%	1,810,716	8
Fire Department Callouts Highway	4,760	12,000	39.7%	4,335	
Donations to LB Fire Department	4,250	2,000	212.5%	8,661	9
Fire Fighter Day Revenue	-	20,000	0.0%	15,027	9
Tax Penalties and Interest	19,808	21,250	93.2%	20,621	
Admin Fees - Schools Taxes	-	3,000	0.0%	3,037	
MFA Actuarial Interest	22,861	30,481	75.0%	20,176	
Bank Return on Investment	32,155	25,300	127.1%	46,088	
Donations and Contributions	-	-	n/a	6,975	

**Village of Lions Bay
as at September 30, 2020**

Revenue Summary

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Miscellaneous	4,197	500	839.3%	11,861	
Connection Fees	1,854	-	n/a	7,198	
	689,884	1,214,531	56.8%	1,954,696	
Total Revenues	4,242,592	5,176,756	82.0%	5,513,831	

Notes:

- 1 Building permit revenue is tracking lower than budgeted - may not meet budget by the end of the year.
- 2 Hall rentals and recreation program revenue is lower than budgeted as a result of the closure of the Hall due to COVID restrictions. Hall has now re-opened and programs have re-commenced.
- 3 Parking fine revenue is tracking higher than budgeted due to an unanticipated increase in tickets issued due to additional parking restrictions and an increase in ticket prices.
- 4 Parking meter revenue was unbudgeted as it was not anticipated that the lots would be open over the summer. The Sunset lot meter was installed in mid July and will be removed in mid-November.
- 5 The balance of the CWWF grant will be used for the PRV project.

6 Budget is comprised of:	Actual	Budget
UBCM - Asset Mngt Phase 2 (re-budget)	-	11,250
FCM - Asset Management Phase 3	-	48,000 (a)
Canada Day	650	650
CARIP - Carbon tax refund	1,125	1,000
ICBC - Speed Management Device	3,000	-
Municipal Insurance Authority (MIA)	5,850	- (b)
UBCM - Community Wildfire Protection Plan	-	20,000 (c)
UBCM - Volunteer Fire Dept Equipment	-	25,000 (c)
UBCM - Emergency Support Services	-	11,758 (c)
UBCM - Emergency Operations Centre	-	19,196 (c)
UBCM - Evacuation Route Planning	-	25,000 application submitted
	10,625	161,854

- (a) Staff will apply for the second grant intake which is due in January 2021
- (b) Staff successfully applied for an MIA grant to offset the cost a portion of the LBBP daily washroom cleaning
- (c) Grants are paid when the final report is submitted at the end of the projects

- 7 Proceeds from MFA borrowing were received in January for the PRV project. It will be funded by the MFA financing and the balance of the CWWF grant.
- 8 Net proceeds from land sales includes revenue less land and servicing costs. The Village has an accepted offer on the 35 Kelvin Grove Way property with conditions that must be removed by November 2.
- 9 Firefighters' Day was cancelled due to COVID restrictions. Residents have been making donations to the fire department in lieu of attending Firefighters' Day.

**Village of Lions Bay
as at September 30, 2020**

General Fund - Administration					
	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Amortization	269,220	358,960	75.0%	257,054	
Communications	42,568	61,500	69.2%	44,318	
Fiscal Charges	9,059	9,150	99.0%	6,093	
Insurance	39,408	42,508	92.7%	36,386	
Internal Allocations	(40,125)	(53,500)	75.0%	(40,125)	
Maintenance	4,842	7,500	64.6%	4,141	
Material, Supplies and Equipment	7,029	19,200	36.6%	10,163	
Professional Fees / Contract Services	59,373	193,100	30.7%	45,949	1
Salaries and Benefits	463,726	585,713	79.2%	405,578	
Sundry	1,144	3,600	31.8%	1,117	
Training / Professional Development	6,647	15,850	41.9%	9,421	2
Utilities	1,380	2,000	69.0%	1,471	
	864,271	1,245,581	69.4%	781,564	

Notes:

1 Budget is comprised of:	Actual	Budget	
Legal Fees	8,677	35,000	
Contract Services - Minute Taking	2,274	3,000	
Audit Fees	31,773	39,000	
Grant Writing Services	10,375	10,000	
General Contract Services	2,040	4,000	
Asset Management - Phase 2 (re-budget)	2,800	26,500	Offset by 50% grant
Asset Management - Phase 3	-	60,000	Offset by 80% grant
Records Management (re-budget)	1,433	15,600	
	59,373	193,100	

2 Training will finish the year favourable to budget as in-person courses have been cancelled due to COVID restrictions.

**Village of Lions Bay
as at September 30, 2020**

General Fund - Council

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Council Communication	1,772	1,200	147.7%	402	
Office Supplies	-	300	0.0%	189	
Professional Services	-	2,000	0.0%	1,561	
Salaries and Benefits	38,510	51,679	74.5%	37,209	
Council Funded Events	1,469	8,500	17.3%	1,564	1
Conferences and Conventions	-	3,000	0.0%	1,050	
Association Dues / Memberships	1,404	1,450	96.8%	1,350	
Travel	-	1,500	0.0%	582	
	43,155	69,629	62.0%	43,907	

Notes:

- 1 Budget includes an increase in funds for volunteer recognition as directed by Council.

**Village of Lions Bay
as at September 30, 2020**

General Fund - EOC

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	3,453	3,500	98.7%	2,560	
Search and Rescue	1,268	2,100	60.4%	450	
Emergency Support Services (ESS)	-	4,350	0.0%	492	1
Maintenance	7,052	7,850	89.8%	4,355	
Material, Supplies and Equipment	15,490	7,500	206.5%	113	2
Professional Fees / Contract Services	-	25,000	0.0%	-	3
Salaries and Benefits	30,838	36,896	83.6%	7,869	4
Training / Professional Development	91	2,275	4.0%	-	
Utilities	3,372	1,500	224.8%	5,202	
	61,564	90,971	67.7%	21,040	

Notes:

1 ESS submits their expenses for reimbursement as incurred throughout the year.

2 Includes unbudgeted COVID supplies:

Actual

LBBP Washroom Cleaning	8,500
Signage	2,358
Hand Sanitizers	2,169
Cleaner, Masks, Gloves, Wipes	1,163
Plexiglass Barrier, Doorbell	760
Miscellaneous Supplies	497
	15,447

\$1,835 of the expenses have been approved for reimbursement from EMBC.

3 Evacuation route planning to be offset by a UBCM grant (application has been submitted).

4 The Emergency Program Coordinator has worked additional hours due to COVID. \$1,920 of the additional hours have been approved for reimbursement from EMBC.

**Village of Lions Bay
as at September 30, 2020**

General Fund - Fire Department

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	40,453	51,250	78.9%	34,846	
Fiscal Charges	52	175	30.0%	138	
Interest	2,079	2,282	91.1%	2,445	
Insurance	15,719	17,164	91.6%	15,382	
Maintenance	30,506	51,500	59.2%	20,030	
Material, Supplies and Equipment	13,882	38,500	36.1%	46,773	1
Professional Fees / Contract Services	-	20,000	0.0%	-	2
Salaries and Benefits	80,868	142,693	56.7%	114,368	3
Training / Professional Development	2,234	16,450	13.6%	10,096	
Utilities	2,919	3,200	91.2%	2,522	
	188,713	343,214	55.0%	246,600	

Notes:

- 1 Fire training meals are tracking favourable to budget as weekly fire training was held virtually for several months due to COVID.
- 2 Community wildfire protection plan to be offset by a UBCM grant which was awarded in March. Contract has been awarded to Diamond Head Consulting; report to be completed in October.
- 3 Volunteer fire fighters are paid twice a year - in July and December.

**Village of Lions Bay
as at September 30, 2020**

General Fund - Bylaw Services

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	992	1,300	76.3%	932	
Material, Supplies and Equipment	2,186	3,250	67.3%	3,878	
Professional Fees / Contract Services	862	2,250	38.3%	354	1
Salaries and Benefits	43,077	38,065	113.2%	26,677	2
Training / Professional Development	60	-	n/a	-	
	47,177	44,865	105.2%	31,840	

Notes:

- 1 Includes fees for collection agency and bylaw enforcement contract.
- 2 Bylaw enforcement started earlier this year due to COVID. The bylaw enforcement officers worked from

**Village of Lions Bay
as at September 30, 2020**

General Fund - Public Works

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	7,991	10,750	74.3%	7,446	
Interest Payments	9,294	18,514	50.2%	6,169	
Insurance	18,578	21,752	85.4%	23,158	
Internal Allocations	(11,250)	(15,000)	75.0%	(11,250)	
Maintenance	58,672	222,470	26.4%	86,767	1
Material, Supplies and Equipment	24,224	46,500	52.1%	39,861	
Professional Fees / Contract Services	3,952	17,500	22.6%	14,535	
Salaries and Benefits	133,567	206,825	64.6%	144,108	2
Training / Professional Development	4,514	11,100	40.7%	3,550	3
Utilities	5,408	7,500	72.1%	5,442	
Total Expenditures	254,950	547,912	46.5%	319,787	

Notes:

- 1 The budget includes \$117,950 for the Kelvin Grove and Brunswick Beach railway grade crossings. Funding has been approved for the Brunswick Beach crossings - 80% of the actual cost up to a maximum of \$51,912.
- 2 In total, all Public Works salaries (Water, Sewer, PW and Parks and Rec) are at 74% of budget.
- 3 Training may finish the year favourable to budget as in-person courses have been cancelled due to COVID restrictions.

**Village of Lions Bay
as at September 30, 2020**

General Fund - Planning and Development

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	1,669	4,000	41.7%	1,164	
Professional Fees / Contract Services	5,945	48,000	12.4%	2,046	1
Salaries and Benefits	19,738	52,862	37.3%	20,370	
Sundry	-	1,000	0.0%	1,511	
Training / Professional Development	674	3,600	18.7%	1,027	
	28,026	109,462	25.6%	26,118	

Notes:

1 Budget is comprised of:	Actual	Budget
Building Inspection Services (vacation coverage)		2,000
Communication Consultant (initiatives per strategic plan)		7,500
Planning Consultants	1,070	25,000
EV Charging Station Design	3,075	5,500
Land Surveys	1,800	5,000
Land Appraisals		3,000
	5,945	48,000

**Village of Lions Bay
as at September 30, 2020**

General Fund - Parks, Recreation and Facilities					
	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	446	650	68.6%	446	
Grants	11,985	17,212	69.6%	14,699	1
Insurance	-	250	0.0%	20	
Maintenance	32,205	51,750	62.2%	34,501	
Material, Supplies and Equipment	6,566	8,500	77.2%	3,703	
Professional Fees / Contract Services	7,020	8,100	86.7%	6,225	
Hall Programs	-	2,300	0.0%	2,213	2
Salaries and Benefits	122,721	147,878	83.0%	113,158	3
Training / Professional Development	-	1,250	0.0%	-	4
Utilities	4,272	6,000	71.2%	3,306	
	185,214	243,890	75.9%	178,270	

Notes:

- 1 Budget includes municipal grants for non-profit community groups.

- 2 Recreation programs were cancelled due to COVID restrictions. The Village Hall has now re-opened and programs have re-commenced.

- 3 In total, all Public Works salaries (Water, Sewer, PW and Parks and Rec) are at 74.0% of budget.

- 4 Training will finish the year favourable to budget as in-person courses have been cancelled due to COVID restrictions.

**Village of Lions Bay
as at September 30, 2020**

General Fund - Solid Waste

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Supplies and Education	1,853	2,250	82.4%	1,500	
Collection Contract	40,142	53,169	75.5%	38,532	
Recycle Removal Contract	39,659	52,704	75.2%	38,117	
Green Waste Contract	51,974	72,571	71.6%	52,444	
Prompt Payment Discounts	5,326	5,400	98.6%	4,963	
Internal Allocations	7,125	9,500	75.0%	-	
	146,080	195,594	74.7%	135,556	

Notes:

**Village of Lions Bay
as at September 30, 2020**

Sewer Fund					
	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Amortization	58,733	78,311	75.0%	-	
Communications	-	700	0.0%	-	
Insurance	3,057	3,057	100.0%	3,498	
Maintenance	2,000	29,000	6.9%	18,140	1
Material, Supplies and Equipment	-	11,150	0.0%	-	2
Professional Fees / Contract Services	3,169	9,000	35.2%	7,449	3
Salaries and Benefits	14,783	17,985	82.2%	15,588	4
Sundry	1,521	2,125	71.6%	1,528	
Training / Professional Development	75	2,000	3.8%	183	5
Utilities	1,724	2,500	69.0%	917	
Internal Allocations	3,000	4,000	75.0%	-	
	88,062	159,828	55.1%	47,302	

Notes:

- 1 Budget includes \$20k for a pump out of the new WWTP which will occur by the end of the year.
- 2 Confined space rescue equipment and a microscope will be purchased later in the year.
- 3 Budget includes the EHD Consulting fees for construction management of the WTP.
- 4 In total, all Public Works salaries (Water, Sewer, PW and Parks and Rec) are at 74.0% of budget.
- 5 Training will finish the year favourable to budget as in-person courses have been cancelled due to COVID restrictions.

**Village of Lions Bay
as at September 30, 2020**

Water Fund					
	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Amortization	151,434	201,912	75.0%	-	
Communications	2,177	2,900	75.1%	2,091	
Interest Payments	42,688	64,728	65.9%	37,036	
Insurance	35,175	35,175	100.0%	26,649	
Maintenance	87,532	107,665	81.3%	38,667	
Material, Supplies and Equipment	15,161	46,000	33.0%	32,277	1
Professional Fees / Contract Services	19,750	65,000	30.4%	47,158	2
Salaries and Benefits	274,948	365,015	75.3%	247,828	3
Sundry	16,715	18,500	90.4%	15,819	
Training / Professional Development	2,693	4,750	56.7%	3,135	4
Utilities	9,439	12,750	74.0%	9,578	
Internal Allocations	41,250	55,000	75.0%	-	
	698,963	979,395	71.4%	460,239	

Notes:

1 Budget includes \$4,750 for confined space entry equipment which will be purchased later in the year.

2 Budget is comprised of:	Actual	Budget
Rock Slope Remediation	9,900	30,000
Water Testing	8,042	12,000
Confined Space Review	243	-
General Contract Services	1,566	15,000
UBC Hydrology Study Contribution	-	8,000
	<u>19,750</u>	<u>65,000</u>

3 In total, all Public Works salaries (Water, Sewer, PW and Parks and Rec) are at 74.0% of budget.

4 Training will finish the year favourable to budget as in-person courses have been cancelled due to COVID restrictions.

**Village of Lions Bay
2020 Capital Expense Summary
as at September 30, 2020**

2020 Capital Expenditures	YTD Actual	Budget	Variance	%	Status / Notes
CWWF Water Tank (balance of work)	\$18,380	\$25,000	\$6,620	73.5%	Complete.
Three PRV's (funded by balance of CWWF grant and MFA Financing)	\$42,722	\$981,070	\$938,348	4.4%	Offsite construction of the PRV stations has commenced. ISL and staff are reviewing shop drawings and control settings for the new PRV's.
Upper Bayview - Watermain Survey/Design	\$0	\$90,000	\$90,000	0.0%	RFP for design work will be issued in November. Survey and then design will begin shortly thereafter. This project will carry forward into 2021 and likely be complete by the spring.
Creekview Place - Watermain Replacement	\$0	\$65,000	\$65,000	0.0%	Project has been deferred and will need to be reassessed based upon the internal ability to perform the work due to our equipment. Large boulders under the road cannot be removed using our backhoe and rental equipment costs require additional funds.
Phase IV Bypass Watermain	\$0	\$20,000	\$20,000	0.0%	This work can only be initiated upon completion of the 3 PRV project and will likely not be done this year. The goal will be to have the contractor working on the project complete this work after the PRV on Bayview is installed and commissioned.
Wastewater Treatment Plant	\$1,003,851	\$1,150,000	\$146,149	87.3%	Completion by mid-October.
High Priority Bridge Repairs	\$0	\$99,500	\$99,500	0.0%	Tenders have exceeded budget figures. Staff are reviewing alternative options and will bring forward a report to Council to present the history and options for moving forward.
Public Works - Various Road Paving	\$0	\$125,000	\$125,000	0.0%	Road paving in the amount of \$208,000 was approved by Council at the September 22 meeting. Budget shortfall to be offset by anticipated savings in the Railway Crossings Budget (\$52k); Small Culvert Replacements (\$25k) and Operational Paving Budget (\$6k). Paving to be completed by the end of the month.
Lions Bay Avenue Stairs to Bus Stop (50% Translink grant)	\$0	\$80,000	\$80,000	0.0%	Contract documents signed, MOTI approval received, construction to begin the week of October 19.
Radar Speed Data Gathering Sign	\$6,132	\$0	(\$6,132)	n/a	Complete. Radar Speed Data Sign was purchased and 50% of the costs were offset by a \$3,000 ICBC grant.

**Village of Lions Bay
2020 Capital Expense Summary
as at September 30, 2020**

2020 Capital Expenditures	YTD Actual	Budget	Variance	%	Status / Notes
Culvert Replacements - Minor	\$0	\$25,000	\$25,000	0.0%	This work needs to be completed during the summer months but due to the workload generated by the pandemic, staff were unable to carry out this work. Staff will reassess and submit a revised budget request during the 2021 budget process.
LBBP Kayak Rack	\$0	\$20,000	\$20,000	0.0%	Staff submitted an application for the ICIP Recreation grant for LBBP. Decision anticipated in July 2021. The Kayak Rack will proceed even if the application is unsuccessful.
LBBP Playground	\$0	\$40,000	\$40,000	0.0%	Staff submitted an application for the ICIP Recreation grant for LBBP. Decision anticipated in July 2021. The Playground will proceed even if the application is unsuccessful.
Kelvin Grove Beach Park Stairs	\$0	\$25,000	\$25,000	0.0%	Access to the beach was restricted due to the KG WWTP project. In the interim, staff performed repairs to the wooden stairs. This project will be actioned in 2021.
Bike Park - Intitial Plans	\$0	\$5,000	\$5,000	0.0%	On hold.
PW Generator	\$6,180	\$0	(\$6,180)	n/a	Installation costs for the PW generator which was replaced in late 2019.
Emergency Generator for Municipal/Village Office	\$0	\$65,000	\$65,000	0.0%	Quotes have been received and are being reviewed. Project will be completed in 2020.
Septic Field - Klatt Building	\$47,986	\$45,000	(\$2,986)	106.6%	Complete.
AV Equipment for Council Chambers	\$5,016	\$0	(\$5,016)	n/a	Complete. Audio Visual equipment was installed in Council Chambers to enable video conferencing for Council Meetings.
Laptop for Office	\$1,767	\$2,000	\$233	88.3%	Complete.
UBCM Grant Funded - EOC equipment	\$0	\$19,196	\$19,196	0.0%	Grant has been awarded. Equipment to be purchased over next the couple of months.
UBCM Grant Funded - ESS equipment	\$0	\$11,758	\$11,758	0.0%	Grant has been awarded. Equipment to be purchased over the next couple of months.

**Village of Lions Bay
2020 Capital Expense Summary
as at September 30, 2020**

2020 Capital Expenditures	YTD Actual	Budget	Variance	%	Status / Notes
Burn Building - Completion	\$6,898	\$20,000	\$13,102	34.5%	Completing final stages of project.
Fire Hall Expansion Phase 1 - Drawings, Building Permit, Tender, Initial Work	\$0	\$50,000	\$50,000	0.0%	Fire Chief reviewing final construction drawings; will then be submitted to office for a building permit.
Fire Capital - Various Equipment	\$11,538	\$27,000	\$15,462	42.7%	Ongoing.
UBCM Grant Funded - Fire Equipment	\$6,187	\$25,000	\$18,813	24.7%	Grant has been awarded. Equipment to be purchased by the end of the year.
	\$1,156,656	\$3,015,524	\$1,858,868		

VILLAGE OF LIONS BAY

Incoming Correspondence - October 20, 2020

General Correspondence:

G1 - City of Port Moody re: resolution for dedication of 1% PST to local governments (page 1)

G2 - Cory Heavener, Provincial Director of Child Welfare re: Foster Family Month (page 3)

G3 - Bonnie Henry re: Immunization Clinic venues (page 5)

Resident Correspondence:

R1 - Broughtons re: Concrete stairs (page 6)

R2 - K. Buhr re: municipal streetscape (page 14)



CITY OF PORT MOODY

OFFICE OF THE MAYOR

September 8, 2020

The Honourable John Horgan, Premier of British Columbia
PO BOX 9041 STN PROV GOVT
Victoria, BC V8W 9E1

To Premier John Horgan,

At the February 25, 2020 Regular Meeting of Council, the City of Port Moody passed the following resolution:

RC20/140 Moved, seconded, and CARRIED

THAT the following resolution regarding dedication of 1% of PST to local governments for consistent and ongoing support of local finances be endorsed by the City of Port Moody Council and forwarded to the Premier of British Columbia, the Ministers responsible for Municipal Affairs and Housing, and Finance, and the Association of Lower Mainland Local Government Association (LMLGA) Annual Convention, the Union of British Columbia Municipalities (UBCM) Annual Convention, and member local governments and regional districts within the LMLGA and UBCM regions, requesting favourable consideration and resolutions of support as recommended by the report dated February 14, 2020 from Councillors Amy Lubik and Diana Dilworth:

WHEREAS due to downloading of responsibilities, local governments are increasingly reliant on granting systems that are not reliable in the long term and unequitable due to staff resources for small local governments compared to larger municipalities;

AND WHEREAS increased predictable revenue sharing arrangement reflects shared interests between municipalities and the Province, including policing, recreation, transit, and the environment;

THEREFORE BE IT RESOLVED THAT the Province of British Columbia allocate an amount equivalent to 1% of BC's Provincial Sales Tax (PST) to local governments across British Columbia as part of ongoing cost-sharing agreements.

Local Governments are expected to do more and more, from housing to food security to climate change preparation to emergency services, despite the decreasing of transfers from other areas of government. Grant programs, through Provincial and Federal levels of government, are more likely to be successfully applied for by local governments that have enough staff resources, putting small local governments at a disadvantage. These are also often a onetime infusion of

cash, not ongoing support. Since 2002, local governments are increasingly responsible for services and infrastructure, while still only receiving a minimal percentage of tax dollars.

Local Governments continually face growing backlogs of services and infrastructure repairs, which often require either higher property taxes, debt, or both. New, predictable and obtainable revenue streams are needed. A dedication of 1% of PST to local governments would provide this much needed relief, and there are models that can be followed from other provinces in order to meet the needs of our residents.

Enacted in 1948, British Columbia's Provincial Sales Tax (PST) is a 7% retail sales tax that applies when a taxable good or service is purchased, acquired or brought into BC, unless a specific exemption applies. The PST, in the 2019/2020 fiscal year was projected to result in \$7,586,000,000 income, approximately 13% of the provincial governments overall income.

There are successful models we can follow in BC. A percentage of PST dedicated to local governments has been established in Saskatchewan [1], resulting in record revenue sharing for local governments to be used for social good and the massive backlog of replacements, repairs, and upgrades to the infrastructure community members rely upon. This program is also being put into place in Quebec as of 2019 [2].

Therefore we are seeking your support for the dedication of 1% of PST to local governments for consistent and ongoing support of local finances. We hope you will join us in supporting the above resolution.

Sincerely,



Mayor Rob Vagramov
City of Port Moody

CC: Ministers of Municipal Affairs and Housing, Honourable Selina Robinson
Minister and Finance, Honourable Carole James
Union of British Columbia Municipalities

[1] <https://globalnews.ca/news/6499777/saskatchewan-municipalities-revenue-sharing-suma-scott-moe/>

[2] http://www.finances.gouv.qc.ca/documents/Autres/en/AUTEN_updateNov2019.pdf

From: [Lions Bay Office](#)
To: [Lions Bay Office](#)
Subject: E-mail from Cory Heavener, Provincial Director of Child Welfare
Date: Thursday, October 1, 2020 12:32:33 PM
Attachments: [image001.png](#)

From: MCF Info MCF:EX <MCF.Info@gov.bc.ca>
Sent: Thursday, October 1, 2020 10:33 AM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: E-mail from Cory Heavener, Provincial Director of Child Welfare

VIA E-MAIL
Ref: 244644

His Worship Mayor Ron McLaughlin and Council
Village of Lions Bay
E-mail: reception@lionsbay.ca

Dear Mayor McLaughlin and Council:

What a year so far! With a global pandemic being the centre of attention for most of this year, I am happy to move the focus back to a familiar month of gratitude. I am pleased to announce that October will once again be declared Foster Family Month in British Columbia. It is my particular honour this year to celebrate the 30th year of Foster Family Month proclamations. Some members of your community have been foster parents for those 30 years, and some are brand new. All are critically important to the health and safety of our province's most vulnerable children.

As the Provincial Director of Child Welfare, I am pleased to acknowledge, with deep gratitude, the many caregivers who have given their time and love to raising young people in British Columbia. This month, we recognize their dedication to improving the lives of those children who need them, and who may continue to need them as they grow.

This year has been challenging, both globally and provincially. I know that the pandemic has been difficult for most British Columbians, and most certainly for these caregivers, who have taken on the additional challenge of conducting visits with social workers and families virtually. Last year, Government announced an increase to the Family Care Rate in February, and although this will have helped to lessen the stress of this year for caregivers, we know there is more work to do. The pandemic has shown us that we need to continue being creative in finding solutions to support caregivers, children, and families.

Please join me in celebrating October as Foster Family Month to show those in your community how important the role of a caregiver is. Please make time to honour the incredible individuals and households who are dedicated around the clock to ensure children and youth in care are safe and cared for. Although the global pandemic has halted in-person festivities, I invite you to find new ways to champion and promote the hard work of these caregivers in your community.

On behalf of the Government of British Columbia, thank you for your continued support in recognizing the extended family and foster caregivers in your community.

Sincerely,

Cory Heavener
Provincial Director of Child Welfare

Sent on behalf of the Provincial Director by:



This communication and any accompanying document is confidential and is intended solely for the addressed recipient(s). If you received this e-mail message in error, please delete the e-mail and any attachments and contact the Client Relations Branch, Ministry of Children and Family Development at: MCF.Info@gov.bc.ca.



1173558

Dear Mayors, Regional District Chairs and Chief Administrative Officers:

Immunization plays a critical role in preventing disease and protecting the health of all British Columbians. Maximizing the opportunities for people to get immunized against vaccine preventable diseases, including influenza, is a public health priority and especially important during the COVID-19 pandemic.

In order to continue safely delivering immunization services to as many people as possible during the COVID-19 pandemic, our regional health authorities are looking to work in partnership with their local communities to use large public buildings, facilities and indoor spaces, such as recreation centres and sports arenas, as venues for public immunization clinics.

As a result, I am writing to request that your municipality make its large public buildings, facilities and indoor spaces available to public health officials on a temporary basis for immunization clinics in the fall and winter. It is our expectation that these spaces will be used by health authorities in full compliance with health and safety plans and related public health guidance, including requirements for routine cleaning and limiting the number of persons on site at any given time. Health authorities will cover the costs of using these spaces, including those related to additional cleaning.

Local public health officials will be contacting you directly to discuss this request. Please also feel free to reach out to them in advance with any questions. A copy of this letter is being sent to all Mayors, Regional District Chairs and Chief Administrative Officers in British Columbia.

Thank you for supporting immunization and the health of your community.

Sincerely,

A handwritten signature in black ink, appearing to read "Bonnie Henry". The signature is fluid and cursive.

Bonnie Henry
MD, MPH, FRCPC
Provincial Health Officer

From: [Agenda](#)
To: [Lions Bay Office](#)
Subject: Oceanview Steps Replacement Unnecessary
Date: Friday, October 9, 2020 12:02:21 PM

From: Michael Broughton [REDACTED]
Sent: Tuesday, September 29, 2020 11:27 PM
To: Peter DeJong <cao@lionsbay.ca>; Brenda Broughton [REDACTED]
Cc: Public Works <works@lionsbay.ca>; Pam Rooke <finance@lionsbay.ca>; Lions Bay Office <office@lionsbay.ca>; Fred Bain <councillor.bain@lionsbay.ca>; Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>; Norman Barmeier <councillor.barmeier@lionsbay.ca>; Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Neville Abbott <councillor.abbott@lionsbay.ca>; sally pollock [REDACTED] Rose Dudley [REDACTED] Barbara Enns [REDACTED]
Subject: Re: Oceanview Steps Replacement Unnecessary

Thanks so much for your review and response, Peter.

Sincerely,

Michael Broughton

From: cao lions bay <cao@lionsbay.ca>
Date: Tuesday, September 29, 2020 at 9:34 AM
To: Michael Broughton [REDACTED] Brenda Broughton [REDACTED]
Cc: Nai Jaffer works <works@lionsbay.ca>, Pam Rooke <finance@lionsbay.ca>, Lions Bay Office <office@lionsbay.ca>, Fred Bain Councillor <councillor.bain@lionsbay.ca>, Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>, Norman Barmeier <councillor.barmeier@lionsbay.ca>, Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>, Neville Abbott <councillor.abbott@lionsbay.ca>, sally pollock [REDACTED] Rose Dudley [REDACTED] Barbara Enns [REDACTED]
Subject: RE: Oceanview Steps Replacement Unnecessary

Hi Michael:

I understand your skepticism and desire to find an alternative solution. Unfortunately, we're really not able to do strategic, targeted repairs because the rotting wooden cribbing is embedded into the concrete and can't be removed without jackhammering through the stairs. We don't have as constructed drawings of the staircase (neither does MOTI) but you can see from the first image, there's underlying wood throughout (we just don't know exactly where) and the only way to remove it is to demolish the stairs.

I do share your desire to protect and encourage transit users, specifically those currently stuck

From: [Peter DeJong](#)
To: [REDACTED]
Cc: [Public Works](#); [Pam Rooke](#); [Lions Bay Office](#); [Fred Bain](#); [Jaime Cunliffe](#); [Norman Barmeier](#); [Ron McLaughlin](#); [Neville Abbott](#)
Subject: Re: Oceanview Steps Replacement Unnecessary
Date: Tuesday, September 29, 2020 7:11:57 AM

Yes, it is. Thank you.

Peter DeJong
Chief Administrative Officer
Village of Lions Bay
www.lionsbay.ca

From: Brenda Broughton <brenda.broughton@telus.net>
Sent: Monday, September 28, 2020 11:21:44 PM
To: Peter DeJong <cao@lionsbay.ca>; Michael Broughton [REDACTED]
Cc: Public Works <works@lionsbay.ca>; Pam Rooke <finance@lionsbay.ca>; Lions Bay Office <office@lionsbay.ca>; Fred Bain <councillor.bain@lionsbay.ca>; Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>; Norman Barmeier <councillor.barmeier@lionsbay.ca>; Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Neville Abbott <councillor.abbott@lionsbay.ca>
Subject: Re: Oceanview Steps Replacement Unnecessary

Dear Peter,

Thank you very much for this detailed information and for the attached photos.

I appreciate the information.

Is this a Fixed Price contract ?

Many thanks.

Sincerely,

Brenda Broughton

From: Peter Dejong <cao@lionsbay.ca>
Date: Monday, September 28, 2020 at 7:07 PM
To: michael broughton [REDACTED], Brenda Broughton [REDACTED]
Cc: Chuck Partridge <works@lionsbay.ca>, ca <finance@lionsbay.ca>, Jeff Dann <office@lionsbay.ca>, "Bain@lionsbay.ca" <councillor.bain@lionsbay.ca>, Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>, "Councillor.Barmeier@lionsbay.ca" <councillor.barmeier@lionsbay.ca>, Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>,

Neville Abbott <councillor.abbott@lionsbay.ca>

Subject: RE: Oceanview Steps Replacement Unnecessary

Hello Brenda and Michael, John and Rose, Dave and Barbara, Doug and Sally:

Thank you for your emails expressing concerns about the Oceanview steps replacement project. These steps have been disintegrating for a number of years and have been identified as a trip and fall hazard. Replacement has been budgeted for several years and residents have been taxed for the Village's 50% share of the cost. A brief history of the matter can be found in the Public Works Manager's report for the September 22nd meeting found here:

https://www.lionsbay.ca/sites/2/files/docs/meeting/agenda/200922_rcm_packagev2.pdf (see page 29)

In the interim, Public Works have had to regularly spend hours sweeping up the crumbling stair debris to try and mitigate the hazard, which is an inefficient use of our operational budget and person hours we need to allocate elsewhere. These stairs cannot be repaired and must be replaced (see attached). Our insurer requires that we address known hazards of this nature as soon as practicable. A trip and fall claim could easily surpass the cost of replacement and presents a risk we cannot ignore. We have done our best to mitigate the costs to local taxpayers but need to proceed with this project which has now been awarded to the low bidder. We will do our best to minimize the inconvenience to users and local traffic during the project. Again, thank you for expressing your concerns.

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: Michael Broughton [REDACTED]
Sent: Sunday, September 27, 2020 3:51 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Fred Bain <councillor.bain@lionsbay.ca>; Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>; Norman Barmeier <councillor.barmeier@lionsbay.ca>; Neville Abbott <councillor.abbott@lionsbay.ca>
Cc: Public Works <works@lionsbay.ca>; Lions Bay Reception <reception@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>

Subject: Oceanview Steps Replacement Unnecessary

Dear Mayor and Council,

I have received a note of concern from a Village resident regarding what would appear to be an unnecessary and large expense in replacing the Oceanview steps next to the water tank. This is noted in the September 25th Village Update. Having received a partial grant never justifies an expense.

The steps were built of concrete in cedar frames (forms) in the early 1990's. The wooden frames broke down over time and have subsequently been removed, leaving solid concrete stairs to serve us very effectively.

Prior to the wooden frames being removed (after some had failed), there was a concern about the stairs as some steps had wood facing and some did not, making unpredictable step size. This potential tripping hazard is no longer the case.

As with the removal of all concrete forms, when the cedar 'surrounds' of the steps were removed, some cosmetic concrete surface patching could be appropriate. I have often seen contractors place finish concrete on the rough areas of retaining walls and then rub it with a burlap sack. This would be the only work on this solid staircase that would be appropriate. This would likely take one works department member a few hours including acquiring all needed materials.

Please cancel this unnecessary expense to the Village of Lions Bay residents.

Thank you for your consideration,

Michael Broughton

Resident of 46 years and 2 term Alderman for the Village of Lions Bay

waiting in the elements at the underpass bus stop, but that would be a different grant opportunity stream with additional stakeholders to consider. Hopefully we can make some progress in that direction as well and I expect it will be an item for Council's consideration at their upcoming strategic planning session (late Nov/early Dec).

Again, thank you for your feedback on these issues.

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
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From: Michael Broughton [REDACTED]
Sent: Tuesday, September 29, 2020 8:10 AM
To: Peter DeJong <cao@lionsbay.ca>; Brenda Broughton [REDACTED]
Cc: Public Works <works@lionsbay.ca>; Pam Rooke <finance@lionsbay.ca>; Lions Bay Office <office@lionsbay.ca>; Fred Bain <councillor.bain@lionsbay.ca>; Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>; Norman Barmeier <councillor.barmeier@lionsbay.ca>; Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Neville Abbott <councillor.abbott@lionsbay.ca>; sally pollock <[REDACTED]>; Rose Dudley <[REDACTED]>; Barbara Enns [REDACTED]
Subject: Re: Oceanview Steps Replacement Unnecessary

Dear Peter,

Thank you so much for this thorough response. My experience over the last 5 or more years has not been one of a 'crumbling' staircase, but one that possibly needed some strategic cosmetic work to deal with the removal of the rotted cedar casings that were originally used as forms. I agree, "pour lines" were exposed. Again, strategic, targeted repairs seems prudent.

Last year the Village was surcharged 10% on taxes to create funds for critical infrastructure issues over time. This year Village taxes were raised in a COVID-19 stressed economic environment.

Considering this, it would not appear to be the time to incur a substantial cost for what on its face appears to be a questionable, non-credible and certainly non-urgent expense. Perhaps the shared funds could be used for other infrastructure to protect and encourage Transit users.

Thank you for considering my concerns,

Sincerely,

Michael Broughton

Resident of 46 years and 2 term Alderman for the Village of Lions Bay

From: cao lions bay <cao@lionsbay.ca>

Date: Monday, September 28, 2020 at 7:07 PM

To: Michael Broughton [REDACTED] Brenda Broughton
[REDACTED]

Cc: Nai Jaffer works <works@lionsbay.ca>, Pam Rooke <finance@lionsbay.ca>, Lions Bay Office <office@lionsbay.ca>, Fred Bain Councillor <councillor.bain@lionsbay.ca>, Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>, Norman Barmeier <councillor.barmeier@lionsbay.ca>, Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>, Neville Abbott <councillor.abbott@lionsbay.ca>

Subject: RE: Oceanview Steps Replacement Unnecessary

Hello Brenda and Michael, John and Rose, Dave and Barbara, Doug and Sally:

Thank you for your emails expressing concerns about the Oceanview steps replacement project. These steps have been disintegrating for a number of years and have been identified as a trip and fall hazard. Replacement has been budgeted for several years and residents have been taxed for the Village's 50% share of the cost. A brief history of the matter can be found in the Public Works Manager's report for the September 22nd meeting found here:

https://www.lionsbay.ca/sites/2/files/docs/meeting/agenda/200922_rcm_packagev2.pdf (see page 29)

In the interim, Public Works have had to regularly spend hours sweeping up the crumbling stair debris to try and mitigate the hazard, which is an inefficient use of our operational budget and person hours we need to allocate elsewhere. These stairs cannot be repaired and must be replaced (see attached). Our insurer requires that we address known hazards of this nature as soon as practicable. A trip and fall claim could easily surpass the cost of replacement and presents a risk we cannot ignore. We have done our best to mitigate the costs to local taxpayers but need to proceed with this project which has now been awarded to the low bidder. We will do our best to minimize the inconvenience to users and local traffic during the project. Again, thank you for expressing your concerns.

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

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From: Michael Broughton [REDACTED]
Sent: Sunday, September 27, 2020 3:51 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Fred Bain <councillor.bain@lionsbay.ca>; Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>; Norman Barmeier <councillor.barmeier@lionsbay.ca>; Neville Abbott <councillor.abbott@lionsbay.ca>
Cc: Public Works <works@lionsbay.ca>; Lions Bay Reception <reception@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>
Subject: Oceanview Steps Replacement Unnecessary

Dear Mayor and Council,

I have received a note of concern from a Village resident regarding what would appear to be an unnecessary and large expense in replacing the Oceanview steps next to the water tank. This is noted in the September 25th Village Update. Having received a partial grant never justifies an expense.

The steps were built of concrete in cedar frames (forms) in the early 1990's. The wooden frames broke down over time and have subsequently been removed, leaving solid concrete stairs to serve us very effectively.

Prior to the wooden frames being removed (after some had failed), there was a concern about the stairs as some steps had wood facing and some did not, making unpredictable step size. This potential tripping hazard is no longer the case.

As with the removal of all concrete forms, when the cedar 'surrounds' of the steps were removed, some cosmetic concrete surface patching could be appropriate. I have often seen contractors place finish concrete on the rough areas of retaining walls and then rub it with a burlap sack. This would be the only work on this solid staircase that would be appropriate. This would likely take one works department member a few hours including acquiring all needed materials.

Please cancel this unnecessary expense to the Village of Lions Bay residents.

Thank you for your consideration,

Michael Broughton

Resident of 46 years and 2 term Alderman for the Village of Lions Bay

From: [REDACTED]
To: [Council](#)
Cc: [Agenda](#)
Subject: RE: Municipal campus streetscape design
Date: Thursday, October 1, 2020 5:36:17 PM

Sorry, forgot to mention that Council undertook this project once the bus stop went in, and when large numbers started being bandied about to replace the steps to the underpass. We wanted them to be built to a master design, not just formed up and poured by a contractor. Other issues were what side of Centre were people supposed to walk on?, where were noticeboards located?, raised crosswalks, marking corners better than lo no posts, a universal Translink/school bus shelter along the Lions Bay Ave. on-ramp, and more. All in a July 2018 Council agenda, not so long ago.

Karl Buhr

From: karl.buhr@gmail.com [REDACTED]
Sent: Thursday, October 1, 2020 5:00 PM
To: 'Council' <council@lionsbay.ca>
Cc: agenda@lionsbay.ca
Subject: Municipal campus streetscape design

Hello Council,

In the previous term Council funded a municipal campus streetscape, traffic flow and parking design project, at \$15,000. I know the tender to do the design was awarded, and I believe I saw a draft too. You can understand my disappointment then when Wednesday's line painting exercise turned out be just a redo of the existing lines, not a part of the redesign. The idea for the project was to make the core area of Lions Bay welcoming and accessible to residents and visitors.

Has Council killed this project?

Karl Buhr

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