



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

MEETING OF THE COUNCIL STRATEGY COMMITTEE

OF THE VILLAGE OF LIONS BAY

HELD ON TUESDAY, NOVEMBER 30, 2021 AT 4:00 PM

AND DECEMBER 1, 2021 AT 4:00 PM

COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

AND VIA ZOOM VIDEO CONFERENCE

To join the meeting click here: <https://us02web.zoom.us/j/84329706190>

To join by phone, dial 778-907-2071 and enter Meeting ID: 843 2970 6190

AGENDA

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Public Participation (2 minutes per person totalling 10 minutes maximum)**
- 4. Schedule**
Village of Lions Bay Strategic Planning-2022 Priority Setting (Day 1/Day 2) (Page 5)
- 5. Reports**
 - A. Staff**
 - i. CAO: Information Report – Corporate Strategic Planning and 2022 Priority Setting (Page 7)
THAT the Information Report, “Corporate Strategic Planning and 2022 Priority Setting” be received.
 - ii. PWM: Infrastructure Master Plan – 2021 Year-End Status Summary (Page 17)
THAT the Information Report, “Infrastructure Master Plan – 2021 Year-End Status Summary” be received.
 - iii. CAO: Information Report - Housing Needs Assessment Report (Page 25)

THAT the Information Report, “2021 Village of Lions Bay Housing Needs Assessment Report” be received; and
THAT copies of the Report be forwarded to the Province of British Columbia via the Union of British Columbia Municipalities (UBCM) and to Metro Vancouver.

- iv. CAO: Land Designation Under Metro’s Regional Growth Strategy (Page 71)
Council to provide direction with respect to the issues outlined in this report.
- v. PWM: Direction Request – Renewable Diesel Use by the Municipality (Page 93)
Council to provide direction with respect to the issue(s) outlined in this report.
- vi. Deputy Emergency Program Manager: Info Report - Emergency Program Status Update (Page 113)
Staff Recommendation:
THAT the Information Report, “Emergency Program Status Update” be received.
- vii. Municipal Coordinator: Increasing Public Engagement and Communications (Page 117)

THAT Council direct staff to purchase and implement the EngagementHQ (Bang the Table) platform to enhance citizen engagement through integration with the Village of Lions Bay Website at a cost of \$5,000 (\$2,500 (Year 1) plus \$2,500 Standard Onboarding) for the first year and an ongoing annual cost of \$2,500 + CPI.

- B. Mayor
- C. Council
- D. Committees
 - i. Climate Action Committee: Report to Council for Strategic Planning (Page 157)
- E. Emergency Services

6. Correspondence

- A. List of Correspondence relevant to Strategic Planning, if available
THAT the following actions be taken with respect to the correspondence:

7. New Business

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

9. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Disposition of Assets
- B. Proposed Services
- C. Labour Relations
- D. Such other strategic matters as Council considers could reasonably be expected to harm the interests of the municipality if they were discussed in public

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter*, and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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;
- (c) labour relations or other employee relations;
- (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, which it does;
- (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, which it does;
- (g) litigation or potential litigation affecting the municipality;
- (h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the council or a delegate of council;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(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, which it does;

(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];

(m) a matter that, under another enactment, is such that the public may be excluded from the meeting;

(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):

10. Reporting Out from Closed Portion of Meeting

11. Adjournment



Village of Lions Bay
Strategic Planning-2022 Priority Setting
Council Chambers and Zoom Digital Platform
November 30 and December 1, 2021

Tuesday, November 30, 2021	
4:00 pm – 4:15 pm	<p>Commencement of CSC Meeting with Agenda preliminaries Welcome & Introduction to Strategic Planning and 2022 Priority Setting Objectives - What do you want to produce tonight & tomorrow night? Priorities for 2022 & beyond? Updated Strategic Plan to share with community? Other? Check in – Roles & Responsibilities – Council/Staff policy/operations model Core Work – What is it? What is staff capacity over and above core work? Five priorities: Infrastructure, Finance, Community Planning, Communication & Organization – still valid? Proposed Workshop Process: Status update, discussion & Council direction</p>
4:15 pm – 5:15 pm	<p>Infrastructure</p> <ul style="list-style-type: none"> • Where are we at? Staff status report on Current/Potential Infrastructure Priorities • Discussion and Council direction on each of the potential priorities
5:15 pm – 6:15 pm	<p>Finance</p> <ul style="list-style-type: none"> • Where are we at? Staff status report on Current/Potential Finance Priorities • Discussion and Council direction on each of the potential priorities
6:15 pm – 7:15 pm	<p>Communication/Public Engagement</p> <ul style="list-style-type: none"> • Where are we at? Staff status report on Current/Potential Communication Priorities • Discussion and Council direction on each of the potential priorities
7:15 pm – 7:30 pm	<p>Homework: Reflect on tonight's discussion & think about Community Planning, Organization and Miscellaneous Projects (Core Work+)</p>
Wednesday, December 1, 2021	
4:00 pm – 4:15 pm	<p>Conversation carry-over: Anything left unsaid last night?</p>
4:15 pm – 5:30 pm	<p>Community Planning</p> <ul style="list-style-type: none"> • Where are we at? Staff status report on Current/Potential Community Planning Priorities • Discussion and Council direction on each of the potential priorities
5:30 pm – 6:00 pm	<p>Organization</p> <ul style="list-style-type: none"> • Where are we at? Staff status report on Current/Potential Organization Priorities • Discussion and Council direction on each of the potential priorities
6:00 pm – 6:30 pm	<p>Miscellaneous Projects (Core Work+)</p> <ul style="list-style-type: none"> • Where are we at? Staff status report on Current/Potential Miscellaneous Projects (Core Work+) and Priorities • Discussion and Council direction on each of the potential priorities
6:30 pm – 7:15 pm	<p>Closed portion of the CSC Meeting</p>
7:15 pm – 7:30 pm	<p>Report out from Closed portion of CSC Meeting - What's next - Wrap up</p>

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Information Report		
Title	Corporate Strategic Planning and 2022 Priority Setting		
Author	Peter DeJong	Reviewed By:	
Date	November 26, 2021	Version	
Issued for	November 30 and December 1, 2021 Council Strategy Committee		

Recommendation:

THAT the Information Report, “Corporate Strategic Planning and 2022 Priority Setting” be received.

Attachments:

- (1) Draft Corporate Strategic Planning and 2022 Priority Setting

Key Information:

Topics for the annual Council strategy planning and priority setting meeting are attached.



VILLAGE OF LIONS BAY

CORPORATE STRATEGIC PLANNING AND 2022 PRIORITY SETTING

LOCAL GOVERNANCE AND THE BC COMMUNITY CHARTER

The British Columbia Community Charter outlines the key purposes of every municipality in BC, including:

- providing for good government of its community
- providing for services, laws and other matters for community benefit
- providing for stewardship of the public assets of its community
- fostering the economic, social and environmental well-being of its community

WHAT IS STRATEGIC PLANNING AND PRIORITY SETTING?

Strategic planning is used by local governments to support councils and boards in fulfilling their governance roles. Further, strategic planning helps the elected representatives to focus on the strategic direction of the organization and communicating that strategic direction to staff so that staff can fulfil their operational and implementation roles.

- Sets the strategic direction and goals
- Establishes shared values and standards/expectations
- Provides a road map to follow
- Guides the use of resources
- Provides a basis for evaluating progress

WHAT IS THE ROLE OF COUNCIL?



There are four key components of council's governance role:

- setting the corporation's strategic direction,
- allocating the organization's resources both human and financial,
- managing risks to the organization, and
- oversight and reporting.

In order for a municipal organization to be high performing, Council must focus its attention on its governance roles and on advancing its strategic priorities. This generally is much harder than most think. Distractions are everywhere for all councils and staying focused on the most important things rather than operational matters can be exceptionally challenging for many elected officials.

WHAT IS THE ROLE OF STAFF?

Under the BC model of governance, Council has but one employee: the Chief Administrative Officer (CAO). The CAO leads the professional staff of the organization in accordance with the goals and objectives of the Council as expressed in the corporation's strategic plan. Through the CAO, staff are responsible for the day to day operations of the organization and advancing the strategic priorities of Council. Much of the day to day operations of a municipality involve "core work", which generally involves maintenance of facilities and infrastructure, responding to inquiries and processing applications, and preparing and processing legislative requirements, such as bylaws, agendas and minutes. This typically consumes the vast majority of the resources of local governments. This is particularly true in the case of small communities where staff complements are small and frequently fully consumed by statutory and operational activities.

WHAT IS THE ROLE OF THE PUBLIC?



Elected Council-Staff-Public Partnership

The concept of a council-staff-public partnership builds on the idea of the interdependency of the roles. Quite simply Council cannot perform its role of policy and decision making without the support of staff and staff cannot perform its role of advising and implementing without clear council direction. Further, the public needs to participate and communicate with council and staff in order for the policy direction to be informed and aligned with the public's preferences.

STRATEGIC FOCUS AREAS, GOALS & PROJECTS/INITIATIVES

The overarching goal of the current Village of Lions Bay Council is to work towards ensuring the Village of Lions Bay is a strong and viable municipality. In setting this goal, Council recognizes the significant challenges facing the Village including major infrastructure and planning needs.

Since the February 2016 Strategic Planning and Priority Setting Workshop, Lions Bay Council has used five strategic priorities as the basis for the organization's strategic planning:



- **Maintained and Adequate Infrastructure**
- **Financially Viable**
- **Supported Community Planning**
- **Informed and Engaged Public**
- **Strong Village Organization**

As the graphic on this page illustrates, the five key priority areas identified by Council all need to be addressed to achieve the goal of a strong and viable Village. Council recognizes the interdependency of the five strategic areas. Each of the strategic focus areas with goals and priority actions is outlined below with target timelines set out as:

- Immediate Term – Next 7-9 months for commencement and completion;
- Short Term – 1-2 years for commencement and substantive progress, if not completion;
- Medium to Long Term (not commenced within Short Term);
- Ongoing.

MAINTAINED AND ADEQUATE INFRASTRUCTURE

GOALS	PRIORITY ACTIONS	TARGET TIMELINE
<p><i>Adequately resource maintenance of existing Lions Bay infrastructure and new infrastructure spending based on the long-range priorities of the Infrastructure Master Plan and the Asset Management Investment Plan.</i></p> <p><i>Identify and meet service standards and best practices appropriate to the needs of Lions Bay.</i></p> <p><i>Meet critical standards and industry best practices as they continue to evolve.</i></p>	a. Lions Bay Beach Park Revitalization Project	Short Term
	b. Klatt Emergency Building Expansion and Retrofit	Short Term
	c. Lions Bay Avenue Connector Project	Short Term
	d. Apply for next round of infrastructure grant funding – confirm resubmission of Bayview DWIP project	Immediate Term
	e. PRVs #3,6,7 (#5 in Bayview DWIP)	Short – Medium Term
	f. Creekview and Highview Watermains	Short Term
	g. Source Water Protection Plan	Short – Medium Term
	h. Replacement of antiquated SCADA system	Immediate-Short Term
	i. Oceanview drainage, watermain and road reconstruction	Medium Term
	j. Centre-Bayview drainage, watermain and road reconstruction	Medium Term
	k. Support the UBC long-range watershed hydrology study – Review options to support study with the UBC team.	Ongoing
	l. Work with Recycle BC on program requirements and incorporate these and other key considerations into new Solid Waste Bylaw – RFP Waste Collection Contract	Immediate Term
	m. Work with LBFR on wildfire defense sprinkler system strategy	Immediate Term

FINANCIALLY VIABLE

GOALS	PRIORITY ACTIONS	TARGET TIMELINE
<p><i>Ensure the municipality has adequate long-term financial resources to sustain core work and strategic priorities.</i></p> <p><i>Pursue a capital reserve policy to meet the requirements of a comprehensive Asset Management Plan.</i></p> <p><i>Utilize grant and debt funding for spending on new and replacement assets for future generations, and eligible funding for operating costs and addressing the infrastructure gap.</i></p>	a. Apply for all suitable federal/provincial grants	Ongoing
	b. Work with other departments and Climate Action Committee to draft new Purchasing Policy	Immediate Term
	c. Continue work on the comprehensive Asset Management Investment Plan. (Awaiting results of grant application for Phase 3 of AMIP)	Short Term
	d. Consider potential road closure bylaws for land sales to support infrastructure spending	Short Term
	e. Consider referendum for development of half of Kelvin Grove Parking Lot, preceded by extensive consultation	Immediate Term
	f. Provide preparatory financial support for relocation of Public Works Yard to Brunswick Hill	Short Term
	g. Consider whether to budget for rail crossing signage study	Immediate Term
	h. Consider additional sources of revenue (such as expanding the tax base) and what is required to implement them to address long-term financial sustainability.	Short to Medium Term

SUPPORTED COMMUNITY PLANNING

GOALS	PRIORITY ACTIONS	TARGET TIMELINE
<p><i>Continue to enhance and implement the Official Community Plan (OCP) in order to produce a prosperous, diverse and vibrant complete community, accessible to residents and welcoming to visitors.</i></p>	<p>a. Consider waiving Secondary Suite Utility Fees for property owners who rent to fire fighters.</p>	<p>Immediate Term</p>
	<p>b. Consider natural hazards Development Permits and associated OCP amendments – review hazard mitigation grants</p>	<p>Short Term</p>
	<p>c. Complete Community Amenity Contribution (CAC) policy (in progress, but requires action on DPAs)</p>	<p>Short Term</p>
	<p>d. Negotiate long-term provincial lease at Upper Brunswick, plan move of Public Works Yard there, complete community consultation for redevelopment of the existing site (consider linking PW move with redevelopment proposals).</p>	<p>Short to Medium Term</p>
	<p>e. Receive Housing Needs Assessment Report</p>	<p>Immediate Term</p>
	<p>f. Pending OCP renewal, work with owners/developers for proposals regarding potentially developable properties such as road closures, small lot subdivisions, Kelvin Grove lands, PW Yard, etc. Continue facilitating potential development opportunities that may fit within current and/or future OCP.</p>	<p>Short Term</p>
	<p>g. Urban Containment Boundary (Metro) – Consider whether, when and how to put forward request for change in land designation from “General Urban” to “Rural” i.e. whether now or upon conclusion of OCP renewal and determination of long term community vision with OCP policies to support the designation</p>	<p>Short Term</p>
	<p>h. Electric Vehicle Charging Station Strategy – Create strategy to provide for long-term planning of electric vehicle charging infrastructure throughout the community</p>	<p>Short Term</p>
	<p>i. Climate Action Initiatives – Consider CAC recommendations for GHG Reduction/Adaptation goals and determine strategies and budgets to address challenges</p>	<p>Short Term</p>
	<p>j. Further develop the Emergency Program to maintain our municipal legal obligations and policy objectives, including completion of Evacuation Plan and Firesmart Initiatives</p>	<p>Short Term</p>

	k. Consider Mutual and Automatic Aid Agreements for SLRD (Area D) and Metro (Area A)	Immediate Term
	l. Adopt a new local Building Bylaw complying with new provincial Building Act and advancing Municipal policy objectives.	Short Term
	m. Develop a Boulevard Encroachment Bylaw to address encroachment and vegetation.	Short Term
	n. Work with Sea-to-Sky communities towards intra-regional transit.	Ongoing
	o. Work with TransLink on service improvements to Lions Bay transit.	Ongoing
	p. Through advocacy & representation, address high noise and excessive accident risk on the Sea-to-Sky Hwy.	Ongoing

INFORMED AND ENGAGED PUBLIC COMMUNICATIONS

GOALS	PRIORITY ACTIONS	TARGET TIMELINE
<i>Facilitate an informed and engaged public by proactive and transparent communication.</i>	a. Promote Website, Village Update and Lions Bay Alert – Use “Have Your Say” for topical issues	Ongoing
	b. Revisit implementation of a new communications platform to provide for better communications on upcoming and in-progress projects (eg: Bang the Table)	Short Term

STRONG VILLAGE ORGANIZATION

GOALS	PRIORITY ACTIONS	TARGET TIMELINE
<i>Support a motivated, fulfilled, high-functioning and stable staff</i>	a. Build relationships with local First Nations – Method of Acknowledgement of Traditional Territory to be Determined	Immediate Term

<i>organization capable of innovatively meeting the core work and statutory requirements of the organization and Council's strategic priorities.</i>	b. Continue to build staff skills in customer service, IT, records mngt, communication, administration, planning, finance, emergency mngt & infrastructure maintenance.	Short Term
	c. Consider right opportunity for a community planner for Lions Bay.	Ongoing

MISCELLANEOUS PROJECTS (CORE WORK+)

GOALS	PRIORITY ACTIONS	TARGET TIMELINE
<i>Initiate and manage various projects to support the goals and objectives of the key strategy areas.</i>	a. Policies: Purchasing, Communications, Trails Management, Risk Management, Volunteers.	Short Term and Ongoing
	b. Bylaws: Delegation, Blvd. Encroachment, Indemnification, Noise, Trees, Outdoor Water Use, Pesticide, Civic Addressing, Water, Sewer, Solid Waste and Fees	Short Term and Ongoing
	c. Business Licensing – consider as a tool to educate contractors regarding bylaws and procedures in Lions Bay and to begin compiling data on home-based businesses	Medium Term
	d. Hazard mitigation: Intake Access Roads, Alberta Ck./Timbertop, Upper Bayview; Firesmart Initiatives per CWPP recommendation	Short Term and Ongoing

NEXT STEPS

This strategic planning and priority document is another step in developing a long term strategic plan for the Village of Lions Bay. Council's next step is to consider and affirm the priorities noted in the plan and allocate adequate resources to them. The priority actions proposed in this document will be further developed by staff into work plans for each of the Village departments. The work plans for the remainder of the Council term should identify scheduling and estimated costs of the work to be done. Target dates for completion and resources needed will assist Council in allocating appropriate resources at budget time and will set realistic expectations about when work will be completed.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Information Report		
Title	Infrastructure Master Plan – 2021 Year-End Status Summary		
Author	Naizam Jaffer	Reviewed By:	Peter DeJong
Date	November 26, 2021	Version	
Issued for	November 30, December 1, 2021, Council Strategy Session		

Recommendation:

THAT the Information Report, “Infrastructure Master Plan – 2021 Status Summary” be received.

Attachments:

- (1) Appendix A – Completed IMP Projects (2017-2021)

Key Information:

The Infrastructure Master Plan (IMP) was adopted by Council on September 6, 2016 – five years ago this year. Since it’s adoption, Public Works (PW) staff have been slowly and steadily advancing and working on items from the IMP – Appendix 1 summarizes the projects from the IMP Project List that have been completed.

What follows is a status update of the items and issues concerning Public Works staff as we look towards the 2022 Budget Cycle. Some of these projects required immediate attention while others should be addressed within the next three years.

Water Treatment (\$0.00)

In 2021 Public Works Staff completed upgrades to the Harvey Creek UV reactors and developed emergency setpoint levels for both the Harvey and Magnesia Creek Tanks in accordance with the recommendations of the Drinking Water Protection Officer (DWPO). Staff continue to work with the DWPO to further the Municipality’s filtration avoidance application. Two outstanding items are being discussed and will continue to be worked upon:

- (1) A strategy to contend with the turbidity events experienced in both watersheds, and
- (2) A source water protection plan for both watersheds.

Tanks (\$45,000)

The new Harvey tank requires an internal inspection in accordance with the manufacturer's warranty, staff will be requesting funding in the 2022 Budget process to add this to the already planned inspection and cleaning that was budgeted in 2021. In 2021 staff had set aside funds to inspect it and the other two potable water tanks in our system: the Magnesia Creek Tank and the Highway Tank (**IMP Project #33**). Staff were unable to complete this work in 2021 and will be requesting a re-budget of the funds to complete this necessary work in 2022.

PRV Stations (\$3,300,000.00)

PRV's have a life expectancy of 25 years under ideal conditions – the Municipality's PRV stations are 30 years or older and not functioning under ideal conditions. Moreover, the existing PRV stations are noncompliant with current WorkSafeBC standards. Replacement of these PRV stations (**IMP Projects 57 and 58**) are included in the 5-year financial plan and will cost approximately \$3.3 million over the next 5 years.

Water Mains (\$3,660,000.00)

Aside from the Bayview DWIP (drainage and watermain improvement project) which is discussed under the roads and drainage section of this report, there are three high priority watermain replacements that will require capital funding over the next few years:

- (1) The 200mm diameter cast iron water main on Creekview Place is in very poor condition and has significant fire flow deficiencies (**IMP Project #16**). Flushing of these mains is producing little effect to the water quality experienced by residents along this street. The project consists of replacement of 115 m of watermain and reconstruction of the roadway. The estimated cost of this project is \$175,000.00.
- (2) The 150 mm diameter cast iron watermain along Oceanview Road beginning at 270 and carrying on to the end of the cul-de-sac at Highview Place is in poor condition and is also experiencing water quality issues, though not as much as Creekview (**IMP Project #21**). The watermain continues to become occluded by tubercules and has insufficient fire flow capacity. This 415-meter length of main and the roadway require reconstruction as well as drainage improvements. The drainage works have been designed by ISL as part of the Oceanview Drainage Study – the watermain and road needs to be redesigned. Included in

the watermain replacement are two PRV's, #2 and #6. The current estimate for this work is \$1,700,000 including design.

(3) The Centre Road, Upper Bayview and Bayview Place project design is currently being tendered. Design work will likely begin in 2022 with a final design completed late in the summer. The current estimate for the completion of all three areas of this project is \$1,785,000.00. The project consists of three distinct watermains:

- a. 150 mm diameter asbestos cement watermain from the cul-de-sac at the top of Upper Bayview to the intersection of Bayview, Bayview Place, and Upper Bayview was installed in 1968 and has experienced two breaks in its history (**IMP Project #20**). As this 500-meters of pipe continue to age and degrade, more consequential breaks can be expected. Estimated replacement cost for this portion of the project is \$750,000.00.
- b. The 150 mm diameter watermain from the intersection to the end of Bayview Place is cast iron and was install at about the same time as the Upper Bayview watermain (**IMP Project #18**). This 265-meter length of main is in extremely poor condition and is continuing to become occluded with tubercles which is severely restricting the fire flow to the cul-de-sac. Estimated replacement cost for this section of the project is \$397,500.00.
- c. The 150 mm diameter cast iron watermain from the intersection of Bayview, Bayview Place, and Upper Bayview down to Centre Road past the Fire Hall and past Crosscreek Road was installed in 1965 and has also experienced two breaks in its history (**IMP Project #35**). PRV station #4 is included along this 225-meter section of watermain. The estimated replacement cost for this section of the project is \$637,500.00.

Sewer (\$10,000.00)

With the complete replacement of the wastewater treatment plant in 2019, staff's attention has turned to the mainline system which consists of 2,173 meters of polyvinyl chloride (PVC) pipe. In 2022 staff will be putting forward a budget to smoke test the lines. Smoke testing is a relatively inexpensive method by which line integrity can be tested. The estimate for smoke testing the entire wastewater system is \$10,000.00.

SCADA (\$100,000.00)

The Village's existing SCADA system is comprised of obsolete components and technology which is causing issues with obtaining replacement parts. Increasing down time is resulting in

increased overtime as operators are being called out after hours to investigate and monitor the system. 2021 saw an increase in outages and down time for the system. The estimate for the replacement of the system is \$100,000.00. This is related to IMP Project #7 which was abandoned due to the age of our SCADA system and recommendation for its replacement by AECOM Engineering came after the completion of the IMP.

Roads, Bridges, & Drainage (\$2,762,683.00)

The Municipal road network is made up of approximately 11km of asphalt paved road, 8 bridges, and 3 railway crossings. Tied to this network is the drainage system which typically consists of open watercourses (drainage ditches) that frequently cross underneath roads and ultimately empty into one of the three creeks within the Village: Magnesia Creek, Alberta Creek, and Harvey Creek.

Roads (\$530,000 plus a \$190,000 re-budget)

Transport Canada's new Grade Crossing Regulations came into effect in 2021. As a result, the long-standing stop signs at each of our railway crossings were ordered removed. Staff have confirmation with Transport Canada's Rail Safety Officers and their Engineering Branch Head, that the stop signs may remain in place until the Municipality is able to conduct engineering traffic reviews of the intersections. Staff will be requesting a necessary budget of \$30,000.00 to review traffic patterns at two crossings (Brunswick Beach and Kelvin Grove) to ensure safe passage of pedestrians and traffic at these crossings.

The section of roadway selected for paving in 2021 was Isleview Road (**IMP Project #28**), unfortunately, due to the severely inclement weather in October and November, paving could not proceed. This project will be re-budgeted in 2022 at a cost of \$190,000.00.

Three other critically poor sections of road are:

1. 375 meters of road between 200 and 241 Bayview Road. Full reconstruction of this section of roadway is included in the scope of work for the Bayview DWIP (drainage and watermain improvement project – **IMP Project #12**). Unfortunately, the condition of the roadway has deteriorated significantly and will not last much longer before some intermediate form of remediation is required. Staff estimate interim remediation to cost about \$125,000.00.

2. 250 meters of Oceanview road from the intersection of Highview Place down to the intersection at Creekview Road (**IMP Project #53**). This section of roadway has deteriorated significantly since the IMP inspection work done in 2015. Poor drainage is the cause of the deterioration; however, like Upper Bayview and the paving works done in 2019, this section cannot be ignored much longer. Remediation work will be required despite having to correct the drainage problems. Staff estimate this portion of work to be approximately \$125,000.00.
3. 200 meters of road from 270 Oceanview to the intersection of Oceanview and Highview. Like the section above, deterioration has progressed since the 2015 inspection work was carried out. Full road restoration is included in the project costs for **IMP Project #21**, but like the Bayview DWIP, it is anticipated that restoration paving will be required prior to the initialization of that project. Staff estimate this section of paving to cost approximately \$250,000.00

Bayview DWIP (\$2,262,683.00)

The Bayview DWIP is the topmost project in the IMP and was considered to be the highest priority in 2016. Since then, the Municipality has completed the design work (**IMP Project #1**) and in 2018 applied for a grant under the first intake of the Investing in Canada Infrastructure Program (ICIP) in the amount of \$2,262,683.00 for which we were unsuccessful. This project (**IMP Project #12**) continues to be a top priority as the drainage system continues to deteriorate resulting in further degradation of the roadways. Ultimately, a decision to proceed with the work irrespective of grant funding opportunities may be required. As indicated under the road pavement section of this report – the road cannot wait much longer before funds need to be directed towards temporary repairs that will eventually have to be dug up again to perform the watermain and drainage upgrades.

Bridges

The very high priority bridge repairs identified in the IMP have been completed. The high and medium priority repairs have not yet been initiated but will likely take place in 2023 or 2024. Staff's primary focus has been to remediate Bridge 06, the driveway bridge over Alberta Creek, which is in a state of significant deterioration.

Drainage (\$250,000.00)

Over 90% of the Village’s drainage culverts were constructed using corrugated metal pipe (CMP) and many of these culverts are rapidly deteriorating. Staff are aware of one failure on Mountain Drive but suspect additional issues with these culverts – in order to better understand the condition of these culverts, staff will be submitting a \$35,000.00 capital request to video various critical culverts (**IMP Project #7**) throughout the Village.

The priority at present is a 200-meter section of drainage pipe on Mountain Drive (**IMP Project #45 and 46**). There are 2 known failures along this pipe and during heavy rains, the system backs up and overflows onto the roadway. Eventually this will further damage the roadway and necessitate remediation of the asphalt. The estimated cost for this project is \$215,000.00.

CONCLUSION

There is a plethora of projects that required attention within the immediate future and will not be able to be funded through grant applications. Council will need to determine how to move many of these projects forward.

ITEMS IDENTIFIED IN THIS REPORT	ESTIMATED COSTS
Tanks:	
- Re-budget tank inspections	\$ 25,000
- Warranty Inspection of Harvey Tank	\$ 20,000
PRV Stations	\$ 3,300,000
Water Mains:	
- Creekview watermain	\$ 175,000
- Oceanview/Highview watermains	\$ 1,700,000
- Upper Bayview watermain	\$ 750,000
- Bayview Place watermain	\$ 397,500
- Bayview and Centre (PRV#4) watermains and PRV station	\$ 637,500
Sewer - smoke testing	\$ 10,000
SCADA - complete replacement	\$ 100,000
Roads:	
- Engineering Traffic Review of Railway Crossings	\$ 30,000
- Isleview Re-budget	\$ 190,000
- Bayview (200 - 241 Bayview)	\$ 125,000
- Oceanview (Highview to Creekview)	\$ 125,000
- Oceanview (270 to Highview)	\$ 250,000
Bayview DWIP	\$ 2,262,683

Infrastructure Master Plan – 2020 Summary

Bridges	t.b.d.
Drainage:	\$ 250,000
- CCTV Video Inspection	\$ 35,000
- Mountain Drive Culvert Replacement	\$ 215,000
Total Capital	\$ 10,597,683

Follow Up Action:

Staff to continue working towards the completion of the projects and recommendations of the IMP and will bring forward immediate priority items during the 2022 Budget deliberations.

Communication Plan:

Village Update and direct mail pieces as required.

Infrastructure Master Plan – 2020 Summary

Page 8 of 8

APPENDIX A – COMPLETED INFRASTRUCTURE MASTER PLAN PROJECTS 2016 - 2021

Project #	Description	Approximate Cost
1	Design of the Bayview DWIP Project - Survey & Design of Watermain Upsizing, Galvanized Drain Replacement & Road Reconstruction on Bayview Rd.	\$ 50,000
2	CCTV, Condition Assessment of Kelvin Grove Beach Park culvert.	\$ 1,500
3	Kelvin Grove WWTP Safety and Monitoring Improvements	\$ 25,000
5	Digitize, organize and backup all hard copy engineering drawings.	\$ 3,000
6	General Bridge Repairs (Very High Priority)	\$ 15,500
7	SCADA Control Strategy Study – included in Project #56	See #56
8	Survey & Design of Stormwater system on Oceanview Road (watermain and road design still outstanding)	\$ 18,000
51	Remove danger trees at Alberta Creek water main bridge and inspect 2 water main bridge crossings.	\$ 20,000
56	Design and Construction to replace Harvey Creek 400,000-gallon water reservoir. Including construction of 3 new PRV Stations on Upper Bayview, Mountain, and Bayview	\$ 3,311,000
15A	CCTV of sanitary sewer system	\$ 10,000
38	Survey, Design and Construction to upsize Water main on Inlet/Outlet of Phase IV & Phase V Tanks (46 m). Included in Project #56.	See #56
41	Magnesia Tank requires additional storage capacity for fire flow. This deficiency was included the construction of the new Harvey Tank which was upsized to account for the Magnesia tanks deficit. Included in Project #56.	See #56
49 & 50	Design for a new Harvey Creek raw water intake structure & Replacement of Harvey Creek raw water intake structure	\$ 171,000
60	WWTP Replacement	\$ 1,100,000
TOTAL		\$ 4,725,000
Funded by Grants:		\$ 2,374,130
Funded by Loans:		\$ 1,060,900
Funded by Operating/Surplus:		\$ 360,970
Funded by Parcel Tax		\$ 929,000



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Information Report		
Title	Village of Lions Bay Housing Needs Assessment Report		
Author	Peter DeJong	Reviewed By:	
Date	November 11, 2021	Version	
Issued for	November 16, 2021		

Recommendation:

THAT the Information Report, “2021 Village of Lions Bay Housing Needs Assessment Report” be received; and

THAT copies of the Report be forwarded to the Province of British Columbia via the Union of British Columbia Municipalities (UBCM) and to Metro Vancouver.

Attachments:

- (1) 2021 Village of Lions Bay Housing Needs Assessment Report
- (2) Village of Lions Bay Housing Needs Assessment Presentation Slides

Key Information:

This report follows up on of the successful grant application to UBCM for a \$15,000 grant to prepare a Housing Needs Assessment report as required by legislation. The Village of Lions Bay shared in a study process, along with the Villages of Anmore and Belcarra, to create efficiencies for a very similar study and report that each Village was required to complete.

All communities are required to prepare a Housing Needs Assessment Report based on a prescribed format produced by the Ministry of Municipal Affairs and Housing within one year of the project being authorized with a deadline for completion of April 2022. These reports are required to be produced every 5 years.

In 2019, Metro Vancouver and its member municipality planners decided that Metro would provide some data for these studies through its Planning Department. Metro was notified that the three Villages have been working to produce similar but independent reports.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

These materials have been prepared for Lions Bay and they are included in the attached draft final report. Similar reports are being compiled for Anmore and Belcarra.

Richard White Planning Advisory Service Ltd. (RWPAS), a planning team that has worked for the Village of Anmore and continues to perform general planning duties for the Village of Belcarra, were hired in the Spring of 2021 to produce the Provincially required studies and to co-ordinate the preparation of the Metro work as well as data requests from Statistics Canada, now also on file in the Village. RWPAS was aided in this work by Steve Pomeroy of Focus Consulting. Staff have arranged for members of the planning team to present their report and to answer Council questions concerning the report.

In addition to responding to the Province's requirements, Council, the public and social and housing service agencies will be able to use the findings of the report when considering new housing and service initiatives. The Province has announced that affordable and work force related housing is a major focus in its work over the next several years. Opportunities may present themselves for the Village. As well, any renewal or amendments to the Village OCP and Zoning regulations can be more carefully analyzed with the housing needs data in the report.

Follow Up Action: Forward the report to Metro and to the Province via UBCM.

Communication Plan: Post a brief write up of the report and a link to it on the Village of Lions Bay website.

Village of Lions Bay – Housing Needs Assessment Report



HOUSING NEEDS ASSESSMENT

Village of Lions Bay

Prepared by:
RWPAS
&
Focus Consulting

Completed November 2021

Table of Contents

Introduction	1
Overview of the local demographic and market context	2
Home prices and affordability	3
Core housing need	5
Recent population, household growth and housing market response	6
Anticipated future housing requirements	8
Anticipating future core housing need	9
Concluding comments	10
Appendix A: Housing Needs Report – Summary Form	11
Appendix B: Metro Vancouver Housing Needs Report Part 1: Community and Housing Profile	15

Introduction

In 2019 the province passed legislation requiring local governments to collect data, analyze trends, and prepare reports that describe current and projected housing needs in their communities.

The intent of this legislated requirement is to strengthen the ability of local governments to understand their current and future housing needs, and to ensure that local policies, plans, and development decisions that follow are based on current evidence. The Provincial legislation dictates that each community provide a consolidated data summary; this is included here as Appendix A.

In support of this statutory obligation, Metro Vancouver have prepared detailed statistical descriptions for all municipalities in the Metro Vancouver Regional District. The descriptive details assembled by Metro Vancouver for Lions Bay is included here as Appendix B.

This brief extracts key data to draw out the more critical issues that the Village of Lions Bay should address to ensure a healthy balanced housing market over the coming decade. This covers:

- Brief synthesis of local demographic and market conditions
- Identifying anticipated housing requirements
- Quantifying housing need to which the market does not respond and requiring proactive policy and programming by the municipality

In undertaking a municipal level housing needs analysis (HNA) it is important to note that Lions Bay is situated within a large metropolitan region, with a metropolitan housing and labour market that is indifferent to local jurisdictional boundaries. This is especially important since Lions Bay accounts for only 0.05% of the regional population. As the regional population grows, mainly because of migration, even a small portion of regional growth could potentially have significant impacts on Lions Bay.

Local land supply, redevelopment of existing properties and policies that either encourage or constrain construction of new housing, and the form and size of these homes will in turn influence how potential growth evolves in the Village of Lions Bay. This will then impact on both housing requirements and need.

In undertaking this assessment, it is helpful at the outset to distinguish between two key concepts: housing requirements and housing need.

- **Housing requirements** derive from household growth and reflect the total number of new homes that will be required to meet anticipated demand.
- **Housing need** is a more distinct subset. For the purpose of this Housing Needs Assessment the term “need” is used to enumerate households that are already housed, but do not have sufficient income to afford this housing without financial stress. This is more narrowly defined below using the CMHC "core housing need" concept. And because their income is low, they lack “effective demand”. In such cases some form of assisted non-market housing is typically required. This includes constructing social or affordable housing as well as providing assistance to help cover the cost of housing (increase effective demand).

Overview of the local demographic and market context

The Village of Lions Bay is primarily a residential suburb with minimal local economic activity and employment. Commuting patterns from the 2016 census reveal that 93% of those in the labour force leave the Village daily to work in other parts of the region, by comparison only 6.5% live and work in Lions Bay.

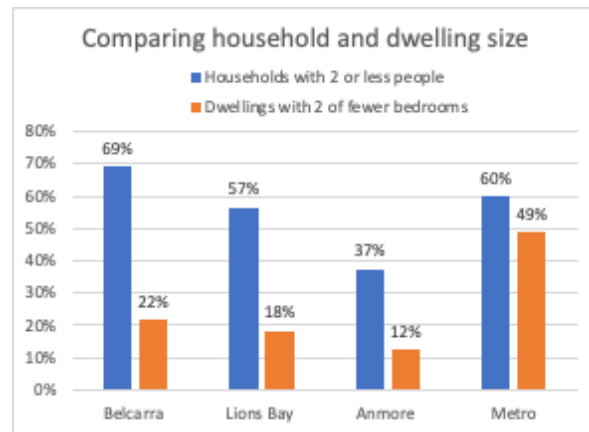
The housing stock is almost exclusively in the form of owner occupied single detached dwellings. Some 94% of homes are single-detached and 92% are owner occupied, the highest level of ownership in Metro. There is a very small number of rented dwellings mainly in the form of semi-detached and secondary suites within homes (informal Village listing suggests approximately 60 of these).

The high rate of ownership reflects a relatively high median household income (\$119,500), much higher than the Metro average (\$72,500). Notably the incomes of owners (\$130,800) are much higher than those of renters (\$73,100), which is typical across the country. And while there are only a few renters in Lions Bay, their incomes are higher than the median for Metro renters (\$49,000).

While single detached homes dominate the housing stock, just over one third are occupied by families with children. Couples with children account for 39% of households, augmented by 3% of lone parents with children.

The largest family type are couples with no children at home (48%). The scale of empty nesters, augmented by older singles is then reflected in the median age of individuals, 49.2 years which is considerably higher than the median age across Metro (40.6 years).

The family/household type and distribution reflect the size of households, with 57% comprised of only one or two persons, slightly lower than the other villages in the region.



There is clearly a mismatch in the characteristics of the population and the existing dominant housing form and size. While 57% of households have two or fewer persons, only 18% of houses have less than 3 bedrooms. Many empty nesters remain in larger homes, suggesting some degree of over-housing.

One-third of households (age of primary maintainer) are aged over 65 but the larger group (46%) are those aged 45-64, predominantly childless couples (many empty nesters) who will gradually expand the number of seniors (implications for services and improved accessibility). The average number of persons in a Lions Bay household was 2.7, just above the average household size in Metro Vancouver (2.5) and BC (2.4). While there are many small households these are many 2 person, and a sizeable number of 4+ families pull up the overall average.

This raises an important issue of mismatch – while many of these smaller, older households may wish to remain in the family home, is there demand for smaller dwellings in the village so that these individuals can downsize but remain in the same community? Can or should the planning process seek to encourage and enable this type of smaller unit development?

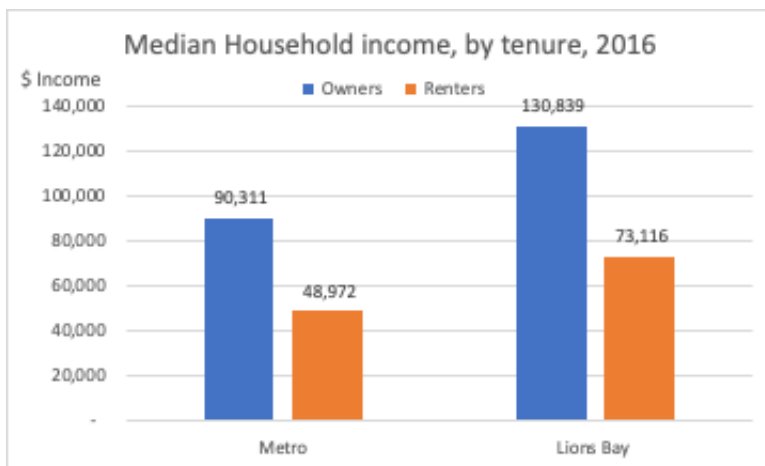
Home prices and affordability

Due to the small market size, and small number of sales annually, real estate transaction data from the Real Estate Board are not available for Lions Bay, so to identify home prices the occupant assessed home values as reported in the 2016 census are used here.

In part reflecting the existing stock, almost entirely comprised of single detached homes, the median home values are high, at almost \$1.4 million, well above the Metro median of \$800,000 (these are 2016 estimates – and are now obviously much higher).

With few rentals, and again, these being in the form of rented semi-detached and secondary suites within dwellings, these are not reported in the CMHC rental survey (which covers only multi-unit structures with 3 or more units) there is also no formal data, but the census rent distribution reveals that all renters in 2016 paid over \$1,500 and two-thirds above \$2,000 so the median rent is over this amount. ¹

But while prices and rents are high, so are incomes. The median renter household in Lions Bay brings home more than \$73,100, 50% above the Metro average (\$48,900). And owners enjoy a median income over \$130,000.

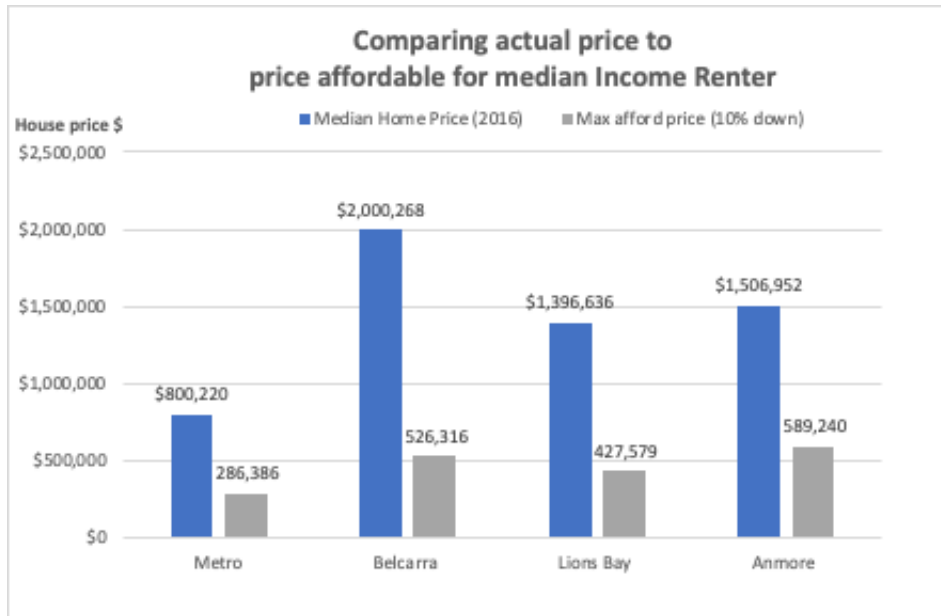


While this suggests an income to house price multiplier of 11, many of these owners are long term owners and paid much less to initially buy their home, so this metric is misleading. It does, however, show that ownership for first time buyers, without accumulated equity of move up buyers, is prohibitive.

At the median price of \$ 1.4 million (2016) no renters – neither those from rest of Metro, nor local renters already resident in Lions Bay can afford to buy.

¹ The census categories do not explicitly identify secondary suites within homes - a Village registry identifies approximately 60 such suites, not all legal

Assuming a mortgage amortized over 25 years at 3% with a 10% down payment we can determine the price that would be affordable at the median income (Metro and in Lions Bay).² Comparing the affordable price for a median renter household to the actual 2016 values reveals that in both Lions Bay (\$427,600) and across Metro (\$286,400), no existing renters can afford to buy a median priced home in Lions Bay (\$1.4 million).



Core housing need

The standardized measure of housing need in Canada is the concept of core housing need, designed and implemented by Canada Mortgage and Housing Corp (CMHC). This determines if a household falls below any of three standards – adequacy (physical condition), suitability (crowding), and affordability (pay over 30% gross income for housing); and if their income is below that required to afford a median rent in the local area (in this case Metro Vancouver). National, provincial, and metro data show that core need is far higher among renters and is predominantly a problem of affordability.

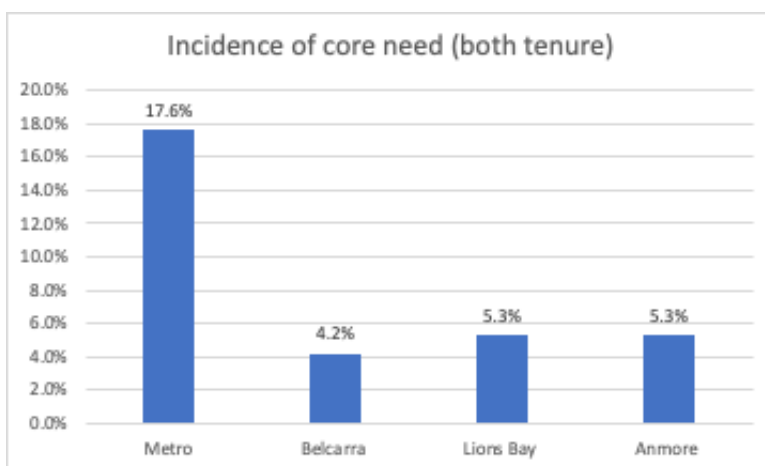
Looking only at the three first round tests, before applying the income criteria, the data suggest that 22% of households pay over 30% of income and 12.1% live in dwellings in need of major repair. However, when the stage 2 income criteria is applied, the incidence of affordability and

² A shelter to income ratio of 30% is commonly used as a measure of affordability and adopted in the CMHC core need concept. Of course, this is relative to income, as used here to estimate purchase affordability.

adequacy problems declines substantially - mainly due to high incomes and the presumption that these households have the financial capacity to remedy their problem without assistance.

Unfortunately, because the population of Lions Bay is very small and there are very few renters, core need can be determined only at an aggregate level (combining renters and owners). And reflecting the noted high incomes of local households, the incidence rate of core need is quite low, only 5.3% of all households are in need. This compares with the much higher rates of 17.6% in Metro and 14.9% province wide but is similar to the other small villages in Metro.

Because the number in need is so small, the data support only minimal detailed analysis by type of household and age cohort.³



When examining households found to be in core need the incidence is typically much higher for renters, and mainly because they have much lower incomes than owners. At the Metro scale, and again, driven by income, households with a single income, especially lone parents (34.5%) and singles (28%) are the two household types most in need. Comparable data is not available for Lions Bay.

Recent population, household growth and housing market response

Among the three villages in the metropolitan region, Lions Bay is middle sized, but closer in population to Anmore than to Belcarra. But unlike Anmore, Lions Bay has had only minimal population growth (0.5% since 2006).

³ Statistics Canada round values randomly up or down to nearest 5, so for example, a raw count of 7 may appear at 5 or 10. This impacts calculation of percentages resulting in a lack of precision in the incidence rates presented here.

More significantly while the census data identify a small increase in population between 2006 to 2016, it also reports a small decrease in the number of households (-1.9%). This would result from the natural growth with more children in families and increased average persons per household, while the number of households marginally declined.

Reflecting, or perhaps contributing to, this minimal population and household growth, there was minimal new housing construction. Between 2011-2019 only 13 new homes (all single detached) were constructed, and 3 were demolished creating a net change of only 1 home per year.

A key objective of this HNA is to anticipate future growth and need. This is explored by drawing on projections developed by Metro.⁴

Metro use a cohort survival model (births and deaths) augmented by estimates of likely migration. Migration (including international, but mainly domestic) is the primary factor influencing growth and is the most challenging to predict. What attracts people (households) either from elsewhere in the region, or from outside the region. And how does housing availability (new supply or from homes being vacated by current occupant impact migration? Does new housing construction respond to latent demand, or does demand materialize as a result of the availability of homes?

In a small community that exists within a larger region in which there is a wide array of choice and affordability, it is more likely that new migration is driven by availability of homes and by their design, size, and price, relative to other parts of the region.

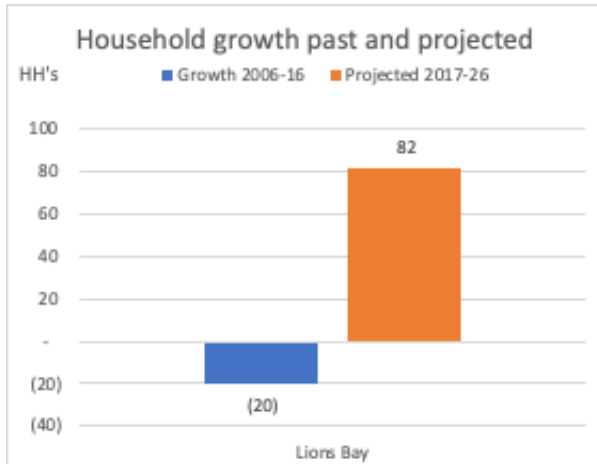
Therefore, the municipality can influence and manage growth. It can attract growth by expanding the supply of serviced lots or regulating increased density in existing developed areas; and it can equally restrict new migration and growth by constraining serviced land supply and development capacity, which appears to be the case in Lions Bay.

In developing estimates of population and household growth, Metro uses information on recent activity and plans for servicing and infrastructure to adjust natural growth estimates. Metro projections for 2021-26 suggest a small acceleration in the growth rate, with population increasing by 130 people 2016-2026. This is expected to create demand for an additional 82 homes. This implies an average household size of only 1.6, much lower than the 2016 average

⁴ Metro Vancouver planners provided estimates based on the draft for Metro 2050, the regional growth strategy. At the time of publication, Metro 2050 has not yet been adopted by the Metro Vancouver Regional District Board.

of 2.7. This is because families are aging and children leaving, with net growth coming mainly from aging, non-family households. That said, if the predominant form of new construction is larger detached homes, this may result in new families and alter the total count and average size projected by Metro.

This suggests an increase in construction up to 8 homes per year, compared to only one per



year for 2006-16. These estimates assume that sufficient serviced land supply is made available. Without additional serviced lots the projected growth will not be realized. Alternatively new households might be accommodated by adding suites or secondary dwellings on existing properties, especially to accommodate children or parents of primary occupant.

It is notable, that in developing these projections, Metro uses an age cohort survival model. This predicts that the population under 15 and 20-44 will decline - that is, fewer families with children; while those 65 and over, mainly empty nesters will increase (by 46%).

As noted earlier, there are currently no options for these smaller aging households to downsize and remain in Lions Bay. Consequently, it would be desirable to plan for and encourage builders to add smaller dwellings, rather than continuing the practice of building almost exclusively larger detached homes.

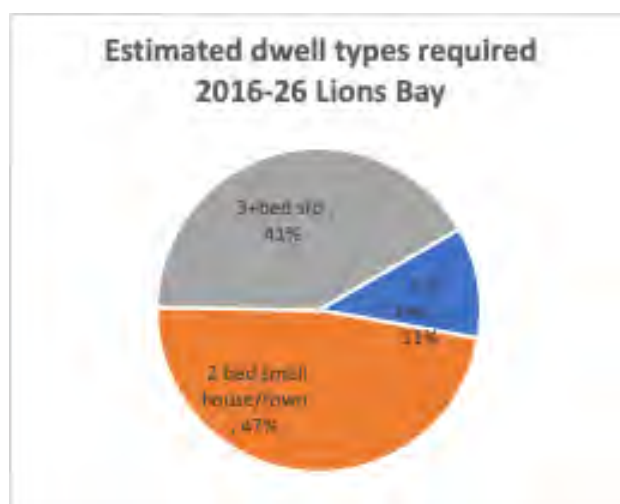
Anticipated future housing requirements

The Provincial guidelines for HNAs require projections to distinguish the mix of dwelling types/sizes that will be required as well as how the number in core need might grow.

Looking first to dwelling type requirements, based on current demographics. Examining the mix of current household types and sizes and assigning these against an assumed dwelling typology it is assumed that the household types align with the following dwelling configurations.

Household type	Dwell type
Singles	1.5 bed apt or secondary suite
Couple (no children), Lone parents, Non-Family 2+	2 bed apt or small house/town
Couple with kids, other (multi-family)	3+bed sfd

We then examine the distribution of household types (in 2016 census) and apply this pattern to the projected growth in population and households (reported above) to estimate the mix required over the decade 2016-26.



Applying this suggested dwelling typology to the 2016 population and households suggests that 41% of new homes (34) should be 3+ bedroom detached; 47% (39) should be small townhome or apartments and 11% (9) should be 1 bed+den apartments (e.g., secondary suites or coach homes).

This mix is considerably different from the existing mix (92% detached) as well as from the pattern of recent construction, exclusively

single detached homes.

Given the dominance of larger detached home, in order to accommodate the aging and decline in size of households an even stronger focus on smaller age-appropriate forms would enable the opportunity for existing empty nesters to downsize, while remaining in the community. This could include retrofitting some existing homes to divide into two dwellings, or more practically replacing older singles with semi-detached or triplex type development.

Anticipating future core housing need

Given the high-income profile in Lions Bay, the number and incidence of core need is much lower than the provincial and Metro average. Only 5.3% of households were found to be in need.

If this incidence rate is applied to the expected growth over the decade 2016-26, fewer than one additional household would be in core need. And given the absence of lower rent housing in the community the migration of potential core need households is extremely unlikely.

Concluding comments

This assessment has sought to quantify both future housing requirements and core housing need. The growth estimates suggest minimal growth, although this can be influenced and shifted if the municipality secures approval to add serviced lots. Consequently, the population and household projections generated by Metro, are tentative and notional only.

The key takeaway from this analysis is in relation to the dominant built form and mismatch with demographics – many small households, few small dwellings. Many former family households are aging in place, in quite large and quite expensive homes. There are very few existing options for these aging empty nesters to downsize and remain in the Village of Lions Bay.

Ideally policies should be implemented to encourage and incent new construction to focus on smaller dwelling types. The topography and existing dwelling sizes preclude any significant infill, so this will mostly rely on demolition and replacement. Policies to encourage installation of secondary suites in some larger homes may also be beneficial, both to accommodate low-cost options for essential key workers (e.g., teachers, firefighters) as well as enabling intergeneration living.

Housing Needs Reports – Summary Form

MUNICIPALITY/ELECTORAL AREA/LOCAL TRUST AREA: _____

REGIONAL DISTRICT: _____

DATE OF REPORT COMPLETION: _____ (MONTH/YYYY)

PART 1: KEY INDICATORS & INFORMATION

Instructions: please complete the fields below with the most recent data, as available.

LOCATION	Neighbouring municipalities and electoral areas:
	Neighbouring First Nations:

POPULATION	Population:		Change since	:	%	
	Projected population in 5 years:		Projected change:		%	
	Number of households:		Change since	:	%	
	Projected number of households in 5 years:		Projected change:		%	
	Average household size:					
	Projected average household size in 5 years:					
	Median age (local):		Median age (RD):	Median age (BC):		
	Projected median age in 5 years:					
	Seniors 65+ (local):	%	Seniors 65+ (RD):	%	Seniors 65+ (BC):	%
	Projected seniors 65+ in 5 years:					
	Owner households:		%	Renter households:		%
	Renter households in subsidized housing:					

INCOME	Median household income	Local	Regional District	BC
	All households	\$	\$	\$
	Renter households	\$	\$	\$
	Owner households	\$	\$	\$

PART 2: KEY FINDINGS

Table 1: Estimated number of units needed, by type (# of bedrooms)

	Currently	Anticipated (5 years)
0 bedrooms (bachelor)		
1 bedroom		
2 bedrooms		
3+ bedrooms		
Total		

Comments:

Table 2: Households in Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
Of which are in core housing need						
Of which are owner households						
Of which are renter households						

Comments:

Table 3: Households in *Extreme* Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
Of which are in extreme core housing need						
Of which are owner households						
Of which are renter households						

Comments:

Briefly summarize current and anticipated needs for each of the following:

1. Affordable housing:

2. Rental housing:

3. Special needs housing:

4. Housing for seniors:

5. Housing for families:

6. Shelters for people experiencing homelessness and housing for people at risk of homelessness:

7. Any other population groups with specific housing needs identified in the report:

Were there any other key issues identified through the process of developing your housing needs report?

HOUSING NEEDS REPORT

Part 1: Community and Housing Profile

Village of Lions Bay

DRAFT FOR DISCUSSION
July 2021

TABLE OF CONTENTS

FIGURES.....	4
TABLES 4	
1. INTRODUCTION	5
1.1 PURPOSE.....	5
1.2 REGIONAL CONTEXT	5
2. COMMUNITY PROFILE	6
2.1 DEMOGRAPHICS	6
Population.....	6
Age Profile.....	7
2.2 HOUSEHOLDS.....	10
Number of Households	10
Household Size	10
Household Tenure.....	11
Household Income	12
2.3 ECONOMY & EMPLOYMENT.....	15
Labour Force	15
Commuting Destination	17
Mobility.....	17
3. HOUSING PROFILE.....	18
3.1 HOUSING SUPPLY.....	18
Housing Unit Types	18
Rental Housing	19

Non-Market Housing.....	19
Changes in Housing Stock	20
3.2 HOUSING MARKET CONDITIONS.....	21
Housing Values.....	21
Sale Prices	22
Affordable Sales	22
Rental Prices.....	22
Affordable Rents	22
3.3 HOUSING INDICATORS	23
Affordability	23
Adequacy	23
Suitability	24
Homelessness.....	24
Social Housing Waitlist.....	24
APPENDIX: GLOSSARY	25

FIGURES

Figure 1. Anticipated Population, Lions Bay (2021 to 2026).....	7
Figure 2. Population by Age Group, Lions Bay, Metro Vancouver, and BC (2016).....	8
Figure 3. Average and Median Age of the Anticipated Population, Metro Vancouver (2021 to 2026)	9
Figure 4. Anticipated Total Number of Households, Lions Bay (2021 to 2026)	10
Figure 5. Median Household Income by Tenure, Lions Bay and Metro Vancouver (2016)	15

TABLES

Table 1. Population Change, Lions Bay, Metro Vancouver, and BC (2006, 2011, 2016).....	6
Table 2. Anticipated Population Growth, Lions Bay and Metro Vancouver (2021 to 2026).....	7
Table 3. Median Age, Lions Bay and Metro Vancouver (2006, 2011, 2016)	7
Table 4. Population by Age Group, Lions Bay (2006, 2011, 2016).....	8
Table 5. Anticipated Population Growth by Age Group, Lions Bay (2021 to 2026)	9
Table 6. Number and Percentage of Households by Household Size, Lions Bay (2006, 2011, 2016)	11
Table 7. Number and Percentage of Households by Household Tenure, Lions Bay (2006, 2011, 2016).....	11
Table 8. Number and Percentage of Renter Households in Subsidized Housing, Lions Bay (2006, 2011, 2016).....	12
Table 9. Median Household Incomes, Lions Bay, Metro Vancouver, and BC (2006, 2011, 2016).....	12
Table 10. Number and Percentage of Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)	12
Table 11. Number and Percentage of Renter Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)	13
Table 12. Number and Percentage of Owner Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)	14
Table 13. Labour Force Statistics, Lions Bay, Metro Vancouver, and BC (2016).....	15
Table 14. Number and Percentage of Workers by NAICS Sector, for workers who lived in Lions Bay (2006, 2011, 2016).....	16
Table 15. Number and Percentage of Workers with a Usual Place of Work by Commuting Destination, Lions Bay (2016)	17
Table 16. Mobility Status as Compared to 5 Years Ago, Lions Bay (2006, 2011, 2016).....	17
Table 17. Number and Percentage of Dwelling Units by Structure Type, Lions Bay (2006, 2011, 2016).....	18
Table 18. Number and Percentage of Dwelling Units by Number of Bedrooms, Lions Bay (2006, 2011, 2016)	18
Table 19. Number and Percentage of Dwelling Units by Period of Construction, Lions Bay (2016)	19
Table 20. Number of Dwelling Units that are Non-Market (Subsidized) Units, Lions Bay and Metro Vancouver (2020).....	20
Table 21. Number of Housing Units and Shelter Beds for the Homeless, Lions Bay and Metro Vancouver (2020).....	20
Table 22. Number of Housing Completions by Structure Type, Lions Bay (2011 to 2020).....	20
Table 23. Number of Housing Demolitions by Structure Type, Lions Bay (2011 to 2019).....	21
Table 24. Median Housing Values by Structure Type, Lions Bay (2016).....	21
Table 25. Median Housing Values by Number of Bedrooms, Lions Bay (2016)	21
Table 26. Households Spending 30%-100% of Their Income on Shelter by Tenure, Lions Bay (2006, 2011, 2016).....	23
Table 27. Households Requiring Major Repair by Tenure, Lions Bay (2006, 2011, 2006)	23
Table 28. Households Living in Overcrowded Conditions by Tenure, Lions Bay (2006, 2011, 2016)	24

1. INTRODUCTION

Local governments across the Metro Vancouver region and across British Columbia encounter challenges in their efforts to achieve a diverse and affordable housing supply for all residents. Housing needs reports collect, review, and analyze data about current and projected population, household income, significant economic sectors, and the currently available and anticipated housing units in a given community, in order to establish a baseline understanding of housing need and demand. The housing needs report becomes the basis for determining current and projected housing need, and provides evidence-based information to support local planning efforts in addressing these gaps.

This report is structured in four parts:

- 1. Introduction**
Describes the housing needs report requirement for local governments in British Columbia, the study purpose, and regional context.
- 2. Community Profile**
Provides key demographic, household, and economic data, including population and household projections.
- 3. Housing Profile**
Provides an overview of housing supply, market conditions, and housing indicators.
- 4. Housing Need** (TO BE COMPLETED BY RESPECTIVE JURISDICTIONS (i.e. "Part 2" of the Housing Needs Report)
Summarizes housing need in the community identified through the research and analysis and engagement processes.

1.1 PURPOSE

New legislative requirements in British Columbia (BC) took effect April 16, 2019 requiring local governments to collect data, analyze trends and prepare reports that describe current and projected housing needs in their communities. Municipalities and regional districts in BC are required to complete publicly accessible housing needs reports by April 2022 and every five years thereafter.

Housing needs reports are intended to strengthen the ability of local governments to understand their current and future housing needs, and to ensure that local policies, plans, and development decisions that follow are based on recent evidence. These reports can identify existing and projected gaps in housing supply by collecting and analyzing quantitative and qualitative information about local demographics, economics, housing stock, and other factors. Having a housing needs report is a critical input that supports the development of a comprehensive housing strategy or action plan.

1.2 REGIONAL CONTEXT

Local governments are required to consider the most recently collected information and housing needs report when amending an official community plan or regional growth strategy. In Metro Vancouver, member jurisdictions are required to adopt Regional Context Statements which include policies or strategies that will work toward meeting future housing demand as set out in the regional growth strategy.

2. COMMUNITY PROFILE

The community profile section examines key demographic, household, and economic indicators for the Village of Lions Bay (referred to as “Lions Bay” from now), including population growth, age, household characteristics, and labour force statistics. Where it is relevant, Metro Vancouver and the Province of BC are used as a benchmark for comparison.

2.1 DEMOGRAPHICS

Population

According to the 2016 Census of Population, there were 1,334 people living in Lions Bay. Lions Bay represented 0.05% of the Metro Vancouver population, which was 2.5 million in 2016. Between 2006 and 2016 (the three most recent census periods), Lions Bay’s population increased by 0.5%, which was a growth of 6 people. Table 1 shows the population change in Lions Bay, Metro Vancouver and British Columbia from 2006 to 2016.

Table 1. Population Change, Lions Bay, Metro Vancouver, and BC (2006, 2011, 2016)

Community / Area	Population Growth	2006	2011	2016
Lions Bay	0.5%	1,328	1,318	1,334
Metro Vancouver	16.4%	2,116,581	2,313,328	2,463,431
British Columbia	13.0%	4,113,487	4,400,057	4,648,055

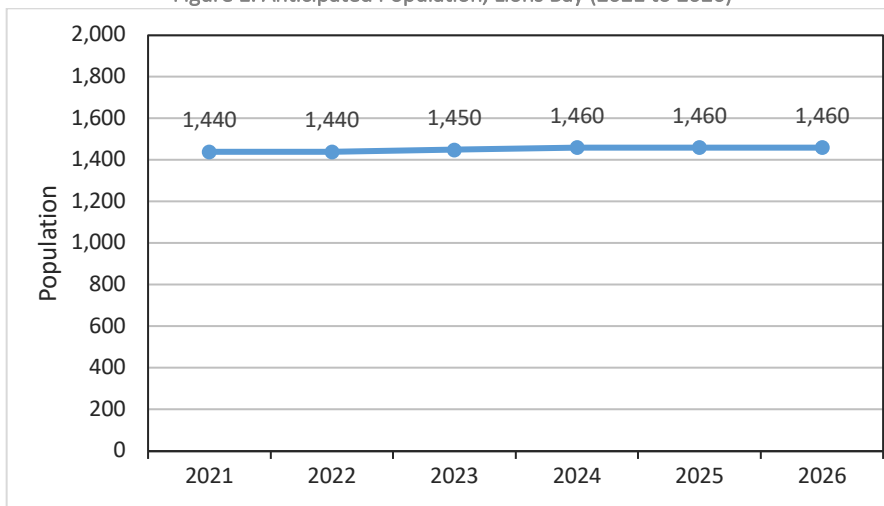
Source: Statistics Canada, Census of Population, 2006, 2011, 2016.

ANTICIPATED POPULATION

Metro Vancouver prepares population and growth projections for the region and its member jurisdictions. According to the most recent projections¹, Lions Bay’s population is anticipated to increase by 20 people, from 1,440 residents in 2021 to 1,460 residents in 2026.

¹ The projections included here represent the latest available draft projections at the time of publication, and may change once the final regional projections are adopted by the Metro Vancouver Regional District Board.

Figure 1. Anticipated Population, Lions Bay (2021 to 2026)



Source: Metro Vancouver

The growth shown in Figure 1 represents an anticipated population growth of 1.4% over a 5-year period. In comparison, the Metro Vancouver region is expected to experience 8.5% population growth over the 5-year period, 2021-2026 (Table 2).

Table 2. Anticipated Population Growth, Lions Bay and Metro Vancouver (2021 to 2026)

Community/Area	Anticipated Population Growth	2021	2026
Lions Bay	1.4%	1,440	1,460
Metro Vancouver	8.5%	2,807,470	3,046,860

Source: Metro Vancouver

Age Profile

Table 3 shows the median age of Lions Bay’s population, as reported in the three most recent census periods. Lions Bay’s median age (49.2) was higher than that of the region (40.9).

Table 3. Median Age, Lions Bay and Metro Vancouver (2006, 2011, 2016)

Age	2006	2011	2016
Lions Bay	47.0	48.7	49.2
Metro Vancouver	39.1	40.2	40.9

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Between 2006 and 2016, the number of people of working age in Lions Bay (people aged 20 to 64 years) declined, while the number of children and the number of people aged 65 years and over increased. Table 4 shows the population by age group in Lions Bay during the last three Census periods (2006, 2011 and 2016).

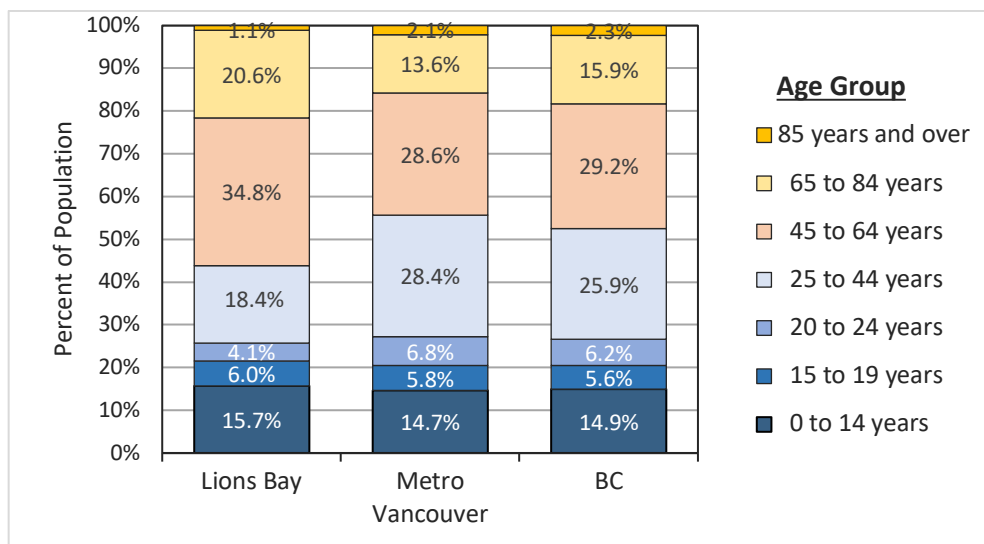
Table 4. Population by Age Group, Lions Bay (2006, 2011, 2016)

Age Group	2006		2011		2016		Percent change 2006-2016
0 to 14 years	200	15.0%	190	14.4%	210	15.7%	5.0%
15 to 19 years	75	5.6%	75	5.7%	80	6.0%	6.7%
20 to 24 years	65	4.9%	65	4.9%	55	4.1%	-15.4%
25 to 44 years	270	20.3%	245	18.6%	245	18.4%	-9.3%
45 to 64 years	550	41.4%	520	39.5%	465	34.8%	-15.5%
65 to 84 years	155	11.7%	210	16.0%	275	20.6%	77.4%
85 years and over	5	0.4%	20	1.5%	15	1.1%	200.0%
Total	1,330	100%	1,315	100%	1,335	100%	0.4%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

The age distribution of the population in Lions Bay differed from that of Metro Vancouver and the province of BC. The proportion of people aged 44 years or under was lower in Lions Bay (44.2%) than in Metro Vancouver (55.6%) and in BC (52.6%). The proportion of seniors 65+ years old in Lions Bay (21.7%) was higher than that in Metro Vancouver (15.7%) and BC (18.3%). Figure 2 compares the total population of Lions Bay, Metro Vancouver, and BC by age group.

Figure 2. Population by Age Group, Lions Bay, Metro Vancouver, and BC (2016)



Source: Statistics Canada, Census of Population, 2016

ANTICIPATED AGE PROFILE

According to Metro Vancouver growth projections, the most significant growth in Lions Bay is expected to occur among people aged 65 to 84 years (+18.8%). Table 5 shows the anticipated population growth by age group in Lions Bay from 2021 to 2026.

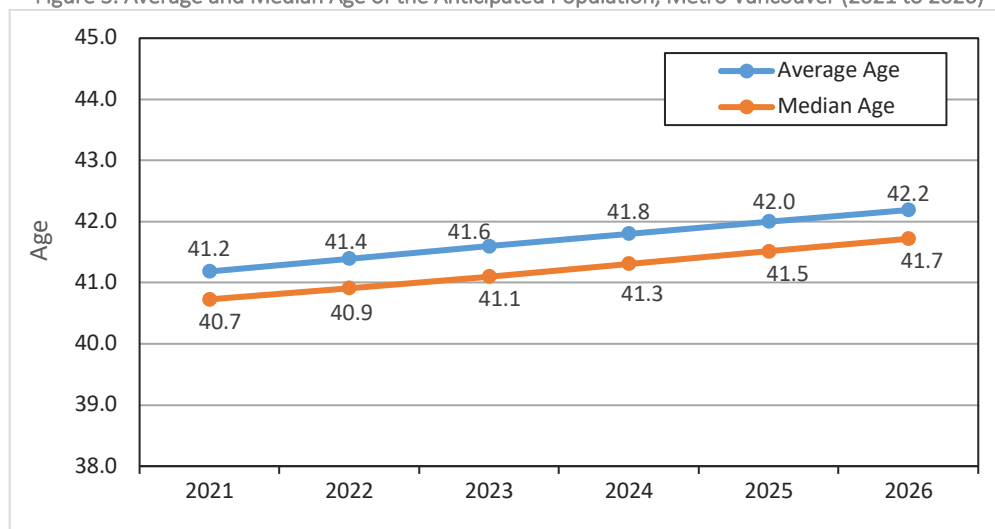
Table 5. Anticipated Population Growth by Age Group, Lions Bay (2021 to 2026)

Age Groups	2021		2026		Population Change 2021 - 2026	
0 to 14 years	200	13.9%	170	11.6%	-30	-15.0%
15 to 19 years	90	6.3%	90	6.2%	0	0.0%
20 to 24 years	60	4.2%	50	3.4%	-10	-16.7%
25 to 44 years	230	16.0%	230	15.8%	0	0.0%
45 to 64 years	530	36.8%	520	35.6%	-10	-1.9%
65 to 84 years	320	22.2%	380	26.0%	60	18.8%
85 years and over	20	1.4%	20	1.4%	0	0.0%
Total	1,440	100%	1,460	100%	20	1.4%

Source: Metro Vancouver

BC Stats also prepares population estimates and projections at a regional district level. According to BC Stats' most recent projections which are shown in Figure 3, the median age of the anticipated population in Metro Vancouver will increase from 40.7 years in 2021 to 41.7 years by 2026, suggesting that the trend over the 5-year period will be an aging of the region's population. This is concurrent with the findings of Metro Vancouver's projections, and trends experienced across the province and country.

Figure 3. Average and Median Age of the Anticipated Population, Metro Vancouver (2021 to 2026)



Source: BC Stats

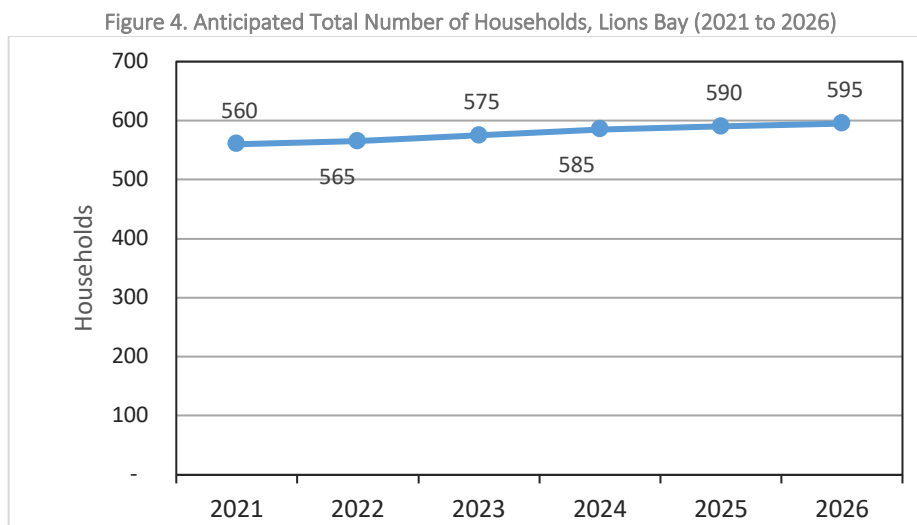
2.2 HOUSEHOLDS

Number of Households

In 2016, the total number of households in Lions Bay was 495. This is a decrease in the total households from the previous two census periods. In 2011, there were 510 households in Lions Bay, and in 2006 there were 515. This represented a 3.9% decline in the number of households between 2006 and 2016.

ANTICIPATED HOUSEHOLDS

According to Metro Vancouver population and housing projections², the anticipated number of households in Lions Bay is expected to grow to a total of 595 households by 2026, a 6.3% increase from 2021. Figure 4 contains information on the household projections for Lions Bay from 2021 to 2026.



Source: Metro Vancouver

Household Size

Over half (55.6%) of Lions Bay households were 1-person households and 2-person households, as shown in Table 6. Households containing 5 or more persons accounted for 8.1% of all households. According to the 2016 Census, the average number of persons in a Lions Bay household was 2.7, which was lower than the average household size in Metro Vancouver (2.5) and BC (2.4).

² The projections included here represent the latest available draft projections at the time of publication, and may change once the final regional projections are adopted by the Metro Vancouver Regional District Board.

Table 6. Number and Percentage of Households by Household Size, Lions Bay (2006, 2011, 2016)

Household Size	2006		2011		2016	
1 person	90	17.5%	75	14.7%	65	13.1%
2 persons	225	43.7%	230	45.1%	210	42.4%
3 persons	70	13.6%	75	14.7%	85	17.2%
4 persons	75	14.6%	100	19.6%	90	18.2%
5 or more persons	50	9.7%	30	5.9%	40	8.1%
Total	515	100.0%	510	100.0%	495	100.0%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

ANTICIPATED HOUSEHOLD SIZE

By 2026, the average number of persons in a Lions Bay household is expected to be 2.4.

Household Tenure

In 2016, 90.9% of Lions Bay households were owners. This proportion was slightly lower than in 2006 (91.3%). Lions Bay's ownership rate was significantly higher than that of Metro Vancouver (63.7%) and the province as a whole (68.0%). Table 7 shows the tenure breakdown for Lions Bay households for the past three Census periods.

Table 7. Number and Percentage of Households by Household Tenure, Lions Bay (2006, 2011, 2016)

Tenure	2006		2011		2016	
Owner households	475	91.3%	435	87.0%	450	90.9%
Renter households	40	7.7%	65	13.0%	45	9.1%
Total	520	100%	500	100%	495	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

According to the Statistics Canada Census, 'subsidized housing' refers to whether a renter household lives in a dwelling that is subsidized. Subsidized housing includes rent geared to income, social housing, public housing, government-assisted housing, non-profit housing, rent supplements and housing allowances.

Of the 45 renter households in Lions Bay in 2016, no households self-reported that they were living in subsidized housing / receiving a subsidy. Table 8 shows information on the subsidy status for renter households in Lions Bay during the past three Census periods.

Table 8. Number and Percentage of Renter Households in Subsidized Housing, Lions Bay (2006, 2011, 2016)

Subsidized Renter Households	2006		2011		2016	
Renter households with subsidy	n/a	n/a	0	0.0%	0	0.0%
Renter households without subsidy	n/a	n/a	65	100.0%	45	100.0%
Total	40	100%	65	100%	45	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Note: 2006 Census did not collect information on the presence of rental subsidies.

Household Income

In 2016, the median income for all Lions Bay households was \$119,507, and the average income was \$158,816. These were significantly higher than the incomes of households throughout BC as a whole (\$69,979 median income; \$90,354 average income) and households in the Metro Vancouver region (\$72,585 median income; \$96,423 average income). Table 9 shows the median household incomes for Lions Bay, Metro Vancouver, and BC during the past three census periods.

Table 9. Median Household Incomes, Lions Bay, Metro Vancouver, and BC (2006, 2011, 2016)

Median Household Income	2006	2011	2016
Lions Bay	\$108,499	\$116,186	\$119,507
Metro Vancouver	\$65,342	\$68,830	\$72,585
British Columbia	\$62,372	\$65,555	\$69,979

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

In Lions Bay, 16.2% of households were earning less than \$60,000 per year during the latest census period, as shown in Table 10. The proportion of households earning less than \$30,000 per year was 5.1% in 2016. These households often require below market housing such as rent-geared-to-income housing.

Table 10. Number and Percentage of Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)

Household Income	2006		2011		2016	
Under \$5,000	10	1.9%	0	0.0%	0	0.0%
\$5,000 to \$9,999	0	0.0%	0	0.0%	10	2.0%
\$10,000 to \$14,999	10	1.9%	0	0.0%	0	0.0%
\$15,000 to \$19,999	15	2.9%	0	0.0%	0	0.0%
\$20,000 to \$24,999	20	3.8%	0	0.0%	0	0.0%
\$25,000 to \$29,999	10	1.9%	0	0.0%	15	3.0%
\$30,000 to \$34,999	10	1.9%	0	0.0%	10	2.0%
\$35,000 to \$39,999	10	1.9%	0	0.0%	10	2.0%
\$40,000 to \$44,999	20	3.8%	20	4.0%	10	2.0%
\$45,000 to \$49,999	15	2.9%	15	3.0%	0	0.0%
\$50,000 to \$59,999	10	1.9%	20	4.0%	25	5.1%

Household Income	2006		2011		2016	
\$60,000 to \$69,999	25	4.8%	0	0.0%	20	4.0%
\$70,000 to \$79,999	15	2.9%	15	3.0%	35	7.1%
\$80,000 to \$89,999	30	5.8%	20	4.0%	10	2.0%
\$90,000 to \$99,999	50	9.6%	0	0.0%	55	11.1%
\$100,000 to \$124,999	55	10.6%	140	27.7%	50	10.1%
\$125,000 to \$149,999	25	4.8%	55	10.9%	45	9.1%
\$150,000 to \$199,999	95	18.3%	110	21.8%	60	12.1%
\$200,000 and over	100	19.2%	60	11.9%	135	27.3%
Total households	520		505		495	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

Compared to the median income for all Lions Bay households (\$119,507) renter households had a significantly lower median income (\$73,116). Among renters, the proportion of households earning less than \$60,000 was 25.0%. Table 11 shows the number and percentage of renter households by household income bracket for the past three census periods.

Table 11. Number and Percentage of Renter Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)

Household Income	2006		2011		2016	
Under \$ 5,000	0	0.0%	0	0.0%	0	0.0%
\$5,000 to \$9,999	0	0.0%	0	0.0%	0	0.0%
\$10,000 to \$14,999	0	0.0%	0	0.0%	0	0.0%
\$15,000 to \$19,999	0	0.0%	0	0.0%	0	0.0%
\$20,000 to \$24,999	0	0.0%	0	0.0%	0	0.0%
\$25,000 to \$29,999	0	0.0%	0	0.0%	0	0.0%
\$30,000 to \$34,999	0	0.0%	0	0.0%	10	25.0%
\$35,000 to \$39,999	0	0.0%	0	0.0%	0	0.0%
\$40,000 to \$44,999	10	25.0%	0	0.0%	0	0.0%
\$45,000 to \$49,999	0	0.0%	0	0.0%	0	0.0%
\$50,000 to \$59,999	0	0.0%	0	0.0%	0	0.0%
\$60,000 to \$69,999	10	25.0%	0	0.0%	0	0.0%
\$70,000 to \$79,999	0	0.0%	0	0.0%	10	25.0%
\$80,000 to \$89,999	0	0.0%	0	0.0%	0	0.0%
\$90,000 to \$99,999	0	0.0%	0	0.0%	10	25.0%
\$100,000 to \$124,999	0	0.0%	0	0.0%	0	0.0%
\$125,000 to \$149,999	0	0.0%	0	0.0%	10	25.0%
\$150,000 to \$199,999	15	37.5%	0	0.0%	0	0.0%
\$200,000 and over	0	0.0%	0	0.0%	0	0.0%
Total renter households	40		65		40	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

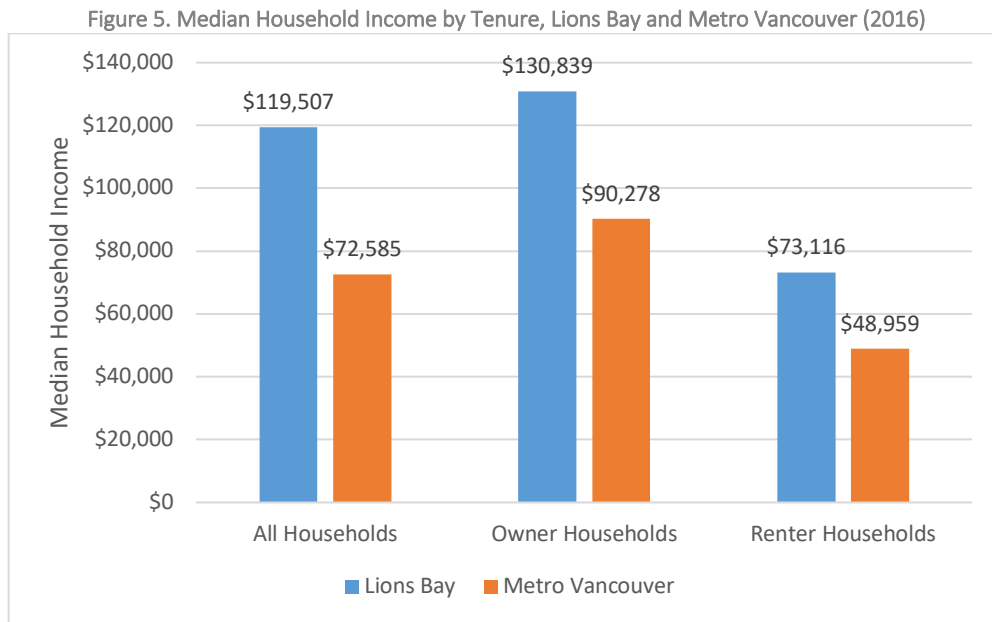
Owners had a higher median income when compared to all households in Lions Bay. With a median household income of \$130,839, owner households made more than 10,000 more than the median income of all households, and almost 60,000 more than the median income of renter households. The median income of owner households was 1.8 times higher than the median income of renter households. Table 12 shows the number and percentage of owner households by household income bracket for the past three census periods.

Table 12. Number and Percentage of Owner Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)

Household Income	2006		2011		2016	
Under \$ 5,000	10	2.1%	0	0.0%	0	0.0%
\$5,000 to \$9,999	0	0.0%	0	0.0%	10	2.2%
\$10,000 to \$14,999	0	0.0%	0	0.0%	0	0.0%
\$15,000 to \$19,999	15	3.2%	0	0.0%	0	0.0%
\$20,000 to \$24,999	20	4.2%	0	0.0%	0	0.0%
\$25,000 to \$29,999	10	2.1%	0	0.0%	15	3.3%
\$30,000 to \$34,999	10	2.1%	0	0.0%	0	0.0%
\$35,000 to \$39,999	10	2.1%	0	0.0%	10	2.2%
\$40,000 to \$44,999	0	0.0%	0	0.0%	10	2.2%
\$45,000 to \$49,999	20	4.2%	0	0.0%	0	0.0%
\$50,000 to \$59,999	0	0.0%	0	0.0%	25	5.6%
\$60,000 to \$69,999	25	5.3%	0	0.0%	25	5.6%
\$70,000 to \$79,999	10	2.1%	15	3.5%	25	5.6%
\$80,000 to \$89,999	30	6.3%	25	5.8%	0	0.0%
\$90,000 to \$99,999	50	10.5%	0	0.0%	45	10.0%
\$100,000 to \$124,999	55	11.6%	115	26.7%	45	10.0%
\$125,000 to \$149,999	25	5.3%	50	11.6%	40	8.9%
\$150,000 to \$199,999	75	15.8%	115	26.7%	55	12.2%
\$200,000 and over	100	21.1%	60	14.0%	135	30.0%
Total owner households	475		430		450	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

Finally, Figure 5 compares the median household incomes in Lions Bay and Metro Vancouver by household tenure, highlighting the significantly higher incomes of owner households compared with renter households.



Source: Statistics Canada, Census of Population, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

2.3 ECONOMY & EMPLOYMENT

Labour Force

The local economy has a significant impact on housing need and demand. Lions Bay’s participation rate was higher than that of Metro Vancouver and the province as a whole. Its unemployment rate was lower than Metro Vancouver’s and BC’s, as shown in Table 13.

The number of workers in the labour force decreased by 3.1% between 2006 and 2016, despite the slight increase of 0.5% in the overall population of Lions Bay over the same period.

Table 13. Labour Force Statistics, Lions Bay, Metro Vancouver, and BC (2016)

	Lions Bay	Metro Vancouver	British Columbia
Total Population Aged 15 Years and Over	1,130	2,064,615	3,870,375
In Labour Force	775	1,355,520	2,471,665
Employed	745	1,276,900	2,305,690
Unemployed	30	78,620	165,975
Not In Labour Force	355	709,095	1,398,710
Participation Rate	68.6%	65.7%	63.9%
Unemployment Rate	3.9%	5.8%	6.7%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

The largest proportion of workers residing in Lions Bay worked (regardless of whether their place of work was in Lions Bay or not) in the professional, scientific and technical services (18.1% of the workforce), arts, entertainment, and recreation (9.0% of the workforce), educational services (8.4%), and retail trade (8.4% of the workforce). Table 14 displays the number and percentage of workers by industry for the past three Census periods for workers who lived in Lions Bay.

Table 14. Number and Percentage of Workers by NAICS Sector, for workers who lived in Lions Bay (2006, 2011, 2016)

Sector	2006		2011		2016	
Industry - Not applicable	0	0.0%	0	0.0%	15	1.9%
All industry categories	800	100.0%	790	100.6%	760	98.1%
Agriculture, forestry, fishing and hunting	0	0.0%	0	0.0%	0	0.0%
Mining, quarrying, and oil and gas extraction	0	0.0%	0	0.0%	0	0.0%
Utilities	0	0.0%	0	0.0%	0	0.0%
Construction	55	6.9%	25	3.2%	55	7.1%
Manufacturing	25	3.1%	50	6.4%	25	3.2%
Wholesale trade	35	4.4%	15	1.9%	10	1.3%
Retail trade	65	8.1%	50	6.4%	65	8.4%
Transportation and warehousing	15	1.9%	0	0.0%	20	2.6%
Information and cultural industries	35	4.4%	70	8.9%	50	6.5%
Finance and insurance	35	4.4%	25	3.2%	50	6.5%
Real estate and rental and leasing	15	1.9%	35	4.5%	10	1.3%
Professional; scientific and technical services	180	22.5%	160	20.4%	140	18.1%
Management of companies and enterprises	0	0.0%	0	0.0%	0	0.0%
Administrative and support; waste management and remediation services	80	10.0%	40	5.1%	40	5.2%
Educational services	50	6.3%	80	10.2%	65	8.4%
Health care and social assistance	40	5.0%	20	2.5%	50	6.5%
Arts; entertainment and recreation	10	1.3%	50	6.4%	70	9.0%
Accommodation and food services	55	6.9%	15	1.9%	40	5.2%
Other services (except public administration)	55	6.9%	0	0.0%	40	5.2%
Public administration	35	4.4%	90	11.5%	30	3.9%
Total	800		785		775	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Commuting Destination

In Metro Vancouver, commuting destination is also an important factor when considering a household's housing and transportation cost burden. The large majority of Lions Bay residents (88.0%) commuted to a different part of the region for work, compared to 6.5% who both lived and worked within Lions Bay. Table 15 shows the breakdown of commuting destinations for workers with a usual place of work (workers who have a specific work address outside their home).

Table 15. Number and Percentage of Workers with a Usual Place of Work by Commuting Destination, Lions Bay (2016)

Commuting Destination	2016	
Within Lions Bay	30	6.5%
Within Region of Metro Vancouver but outside Lions Bay	405	88.0%
Within BC but outside of Metro Vancouver	20	4.3%
To a different Province or Territory	10	2.2%
Total - Worker Population with a Usual Place of Work	460	100%

Source: Statistics Canada, Census of Population, 2016

Mobility

Mobility status provides information about the movement of residents. Non-movers are persons who lived in the same residence as on the same date 5 years earlier. Non-migrants are persons who did not live in the same residence 5 years earlier, but who still lived in Lions Bay (moved within the Census Subdivision). Migrants include both internal migrants (who lived in a different municipality or province within Canada 5 years ago), and external migrants (those who did not live in Canada 5 years ago).

Table 16. Mobility Status as Compared to 5 Years Ago, Lions Bay (2006, 2011, 2016)

Mobility Status	2006		2011		2016	
	Count	Percentage	Count	Percentage	Count	Percentage
Non-movers	895	71.3%	985	78.5%	830	62.4%
Non-migrants	110	8.8%	40	3.2%	65	4.9%
Migrants	245	19.5%	230	18.3%	435	32.7%
Total	1,255	100.0%	1,255	100.0%	1,330	100.0%

Source: Statistics Canada, 2006 Census of Population, 2011 National Household Survey, 2016 Census of Population

As shown in Table 16, 62.4% of Lions Bay residents were non-movers according to the 2016 Census, meaning they had lived in the same residence five years ago. Movement from other parts of Canada and other countries is an important source of new residents to many parts of the Metro Vancouver region, and has an impact on housing supply.

3. HOUSING PROFILE

The housing profile section provides an overview of key housing indicators for Lions Bay, including dwelling units currently occupied and available, changes in the housing stock, and housing values. Where it is relevant, Metro Vancouver and the Province of BC are used as a benchmark for comparison.

3.1 HOUSING SUPPLY

Housing Unit Types

Almost all of the 495 housing units in Lions Bay were single-detached houses (94.9%). Following this housing type, row houses were the next most common form of housing, comprising 4.0% of the total housing units. Table 17 shows dwelling units by structure type in Lions Bay during the past three Census periods.

Table 17. Number and Percentage of Dwelling Units by Structure Type, Lions Bay (2006, 2011, 2016)

Structure Type	2006		2011		2016	
Single-detached house	460	89.3%	450	89.1%	470	94.9%
Semi-detached house	0	0.0%	0	0.0%	0	0.0%
Apartment (duplex)	25	4.9%	15	3.0%	0	0.0%
Row house	20	3.9%	20	4.0%	20	4.0%
Apartment (fewer than 5 storeys)	0	0.0%	15	3.0%	5	1.0%
Apartment (5 or more storeys)	0	0.0%	0	0.0%	0	0.0%
Other single-attached house	0	0.0%	5	1.0%	0	0.0%
Movable dwelling	0	0.0%	0	0.0%	0	0.0%
Total	515	100%	505	100%	495	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

In terms of the breakdown of housing units by type (i.e. number of bedrooms), virtually all of Lions Bay's housing units (99.0%) was housing that could be suitable for families (2 bedroom or 3+ bedroom units). Between 2006 and 2016, there was an increase in the number of dwelling units with 4 or more bedrooms, and a decrease in units with 2 bedrooms. Table 18 shows the dwelling units by number of bedrooms in Lions Bay during the past three Census periods.

Table 18. Number and Percentage of Dwelling Units by Number of Bedrooms, Lions Bay (2006, 2011, 2016)

Number of Bedrooms	2006		2011		2016	
0 bedrooms	0	0.0%	0	0.0%	0	0.0%
1 bedroom	0	0.0%	25	5.0%	0	0.0%
2 bedrooms	120	23.1%	45	9.0%	85	17.2%
3+ bedrooms	385	74.0%	435	87.0%	405	81.8%
Total	520	100%	500	100%	495	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

According to the 2016 Census, almost two thirds of dwelling units in Lions Bay were built prior to 1981 (64.6%). Table 19 shows information on dwelling units in Lions Bay by period of construction.

Table 19. Number and Percentage of Dwelling Units by Period of Construction, Lions Bay (2016)

Period of Construction	2016	
1960 or before	25	5.1%
1961 to 1980	295	59.6%
1981 to 1990	80	16.2%
1991 to 2000	60	12.1%
2001 to 2005	10	2.0%
2006 to 2011	15	3.0%
2011 to 2016	10	2.0%
Total	495	100.0%

Source: Statistics Canada, Census of Population, 2016

Rental Housing

Due to the small population size of the village of Lions Bay and associated confidentiality concerns, data on the rental market is not available through Statistics Canada or the Canada Mortgage and Housing Corporation.

Non-Market Housing

Non-market housing is affordable housing that is owned or subsidized by government, non-profits, or housing cooperatives; where the housing is provided at below market rents or prices. Non-market housing is found across the housing spectrum, ranging from emergency housing, to supportive housing and cooperatives.

BC Housing assists in meeting the needs of BC’s most vulnerable residents through the provision of affordable non-market housing, and by making housing in the private rental market more affordable through the provision of rent supplements.

The information in this section is based on BC Housing’s summary of housing units identified as emergency, supportive and independent housing in Lions Bay.

Table 20 summarizes the number of dwelling units that were identified by BC Housing as non-market units in Lions Bay and Metro Vancouver in 2020, and Table 21 summarizes the total number of non-market housing units and shelter beds specifically available for the homeless population in Lions Bay and Metro Vancouver.

Table 20. Number of Dwelling Units that are Non-Market (Subsidized) Units, Lions Bay and Metro Vancouver (2020)

Community	Transitional Supported and Assisted Living	Independent Social Housing		Total Units
		Low Income Families	Low Income Seniors	
Lions Bay	0	0	0	0
Metro Vancouver	9,477	10,834	13,296	33,607

Source: BC Housing

Table 21. Number of Housing Units and Shelter Beds for the Homeless, Lions Bay and Metro Vancouver (2020)

Community	Housing Units for the Homeless	Shelter Beds	Total
Lions Bay	0	0	0
Metro Vancouver	7,565	1,339	8,904

Source: BC Housing

Changes in Housing Stock

Housing completions are a measure of increasing housing supply. Table 22 shows housing completions by structure type over time in Lions Bay. Since 2011, the number of housing completions has varied, averaging one completion per year. All completions in Lions Bay have been for single detached homes. There have been no rental housing completions since 2011.

Table 22. Number of Housing Completions by Structure Type, Lions Bay (2011 to 2020)

Housing Completions	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Secondary Suite	0	0	0	0	0	0	0	0	0	0
Single Detached	3	1	0	1	3	1	0	1	1	2
Semi-Detached	0	0	0	0	0	0	0	0	0	0
Row House	0	0	0	0	0	0	0	0	0	0
Apartment	0	0	0	0	0	0	0	0	0	0
Total	3	1	0	1	3	1	0	1	1	2

Source: Canada Mortgage and Housing Corporation

Note: 2019 data for secondary suite is combined into apartment category.

As housing developments age over time, the renewal and redevelopment of these dwellings can result in demolitions. Demolitions affect net additions to the housing stock. There were no housing demolitions in Lions Bay between 2011 and 2018, but 2019 saw 3 demolitions. Table 25 shows the number of housing demolitions by structure type from 2011 to 2019.

Table 23. Number of Housing Demolitions by Structure Type, Lions Bay (2011 to 2019)

Housing Demolitions	2011	2012	2013	2014	2015	2016	2017	2018	2019
Single Detached	0	0	0	0	0	0	0	0	3
Duplex	0	0	0	0	0	0	0	0	0
Row house	0	0	0	0	0	0	0	0	0
Apartment	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	3

Source: Canada Mortgage and Housing Corporation

3.2 HOUSING MARKET CONDITIONS

Housing Values

Tables 24 and 25 show the median values of housing for all units, by structure type, and by types of housing unit (0, 1, 2, 3, and 4+ bedrooms) in Lions Bay based on data from the 2016 Census of Population. In 2016 the median housing value for single-detached houses was \$1,499,183. Median housing values were highest for dwellings with 4 or more bedrooms (\$1,503,882).

Table 24. Median Housing Values by Structure Type, Lions Bay (2016)

Structure Type	Number of Dwellings	Median Value
Single-detached house	425	\$1,499,183
Apartment (5 or more storeys)	-	-
Apartment (fewer than 5 storeys)	10	-
Apartment (duplex)	-	-
Row house	15	-
Semi-detached house	-	-
Total	455	\$1,396,636

Source: Statistics Canada, Census of Population, 2016

Table 25. Median Housing Values by Number of Bedrooms, Lions Bay (2016)

Number of Bedrooms	Number of Dwellings	Median Value
0 bedrooms	0	-
1 bedroom	0	-
2 bedrooms	80	\$1,101,730
3 bedrooms	180	\$1,300,220
4+ bedrooms	195	\$1,503,882
Total	455	\$1,396,636

Source: Statistics Canada, Census of Population, 2016

Sale Prices

The Real Estate Board of Greater Vancouver also tracks home sales in the Metro Vancouver region through the MLSLink Housing Price Index® (MLSLink HPI®) which measures benchmark or typical home prices. The MLSLink® Housing Price Index (HPI), established in 1995, is modelled on the Consumer Price Index. Instead of measuring goods and services, the HPI measures the change in the price of housing features. Thus, the HPI measures typical, pure price change (inflation or deflation). The HPI benchmarks represent the price of a typical property within each market. The HPI takes into consideration what averages and medians do not – items such as lot size, age, and number of bedrooms, for example. Each month's sales determine the current prices paid for bedrooms, bathrooms, fireplaces, etc. and apply those new values to the 'typical' house model.

Data for Lions Bay, along with other smaller municipalities, is not available.

Affordable Sales

Metro Vancouver is often identified as having the highest home prices relative to household income in North America. Factors such as sale price, household income and mortgage rates impact affordability within the ownership market. Ownership units are considered to be affordable if households with median household income can purchase the unit, with 10% down, 25-year amortization period and pay no more than 30% of their income. Based on these considerations the estimated affordable price is set at \$420,000 (previously set to \$385,000 for 2011-2015).

Data for Lions Bay, along with other smaller municipalities, is not available.

Rental Prices

Data on rental prices is collected by the Canada Mortgage and Housing Corporation. Data for Lions Bay, along with other smaller municipalities, is not available.

Affordable Rents

Affordability is a function of high housing costs relative to incomes and it can be made worse if rents grow at a faster rate than incomes. Affordability pressures can also be more severe for households falling at the lower end of the income distribution.

Rental units are considered to be affordable to a household if that household spends 30% or less of their household income on rent. Based on this consideration, units that rent for \$940 per month or less are deemed to be affordable for households earning \$37,500 per year (approximately 50% of the 2016 regional median household income), and units that rent between \$940 and \$1,500 are deemed to be affordable for households earning \$60,000 (approximately 80% of the 2016 regional median household income).

Data for Lions Bay, along with other smaller municipalities, is not available.

3.3 HOUSING INDICATORS

Affordability

According to Statistics Canada, affordability means housing that costs less than 30% of a household’s before-tax household income, including the following costs:

- For renters: rent and any payments for electricity, fuel, water and other municipal services;
- For owners: mortgage payments (principal and interest), property taxes, and any condominium fees, along with payments for electricity, fuel, water and other municipal services.

In 2016, 22.2% of all private households (110 households) were living below the affordability standard in Lions Bay. Table 26 shows the number and percentage of households in Lions Bay spending 30% or more of their income on shelter costs but less than 100% for the three most recent census periods.

The proportion of owner households spending 30%-100% of their income on shelter costs in Lions Bay (19.8%) was slightly lower than that in the Metro Vancouver region as a whole (20.3%) but lower than the proportion province-wide (17.1%) in 2016. In Lions Bay, Metro Vancouver, and BC, significantly more renter households spent 30%-100% of their income on shelter costs. In Lions Bay, 55.6% of renter households fell below the affordability standard, which was higher than the proportion of Metro Vancouver renter households (33.8%) and BC renter households (35.2%).

Table 26. Households Spending 30%-100% of Their Income on Shelter by Tenure, Lions Bay (2006, 2011, 2016)

Affordability	2006		2011		2016	
Total Private Households	515	100%	500	100%	495	100%
Below the affordability standard	75	14.6%	95	19.0%	110	22.2%
Owner Households	470	100%	435	100%	455	100%
Below the affordability standard	70	14.9%	90	20.7%	90	19.8%
Renter Households	40	100%	70	100%	45	100%
Below the affordability standard	0	0.0%	10	14.3%	25	55.6%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Adequacy

Adequacy refers to housing that does not require any major repairs, according to its residents. Table 27 shows that the proportion of private households in Lions Bay requiring major repair increased between 2006 and 2016. In 2016, 60 households experienced adequacy challenges representing 12.1% of all households.

Table 27. Households Requiring Major Repair by Tenure, Lions Bay (2006, 2011, 2016)

Adequacy (Requiring Major Repair)	2006		2011		2016	
Total Private Households	515	100%	500	100%	495	100%
Below the adequacy standard	40	7.8%	25	5.0%	60	12.1%
Owner Households	475	100%	430	100%	455	100%
Below the adequacy standard	45	9.5%	20	4.7%	40	8.8%
Renter Households	40	100%	70	100%	45	100%
Below the adequacy standard	0	0.0%	0	0.0%	15	33.3%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Suitability

Suitability is a measure of whether housing has enough bedrooms for the size and make-up of the resident households, according to National Occupancy Standard (NOS) requirements. As shown in Table 28, there were no households living in overcrowded conditions in Lions Bay in 2016.

Table 28. Households Living in Overcrowded Conditions by Tenure, Lions Bay (2006, 2011, 2016)

Suitability (Overcrowding)	2006		2011		2016	
Total Private Households	515	100%	500	100%	495	100%
Below the suitability standard	0	0.0%	0	0.0%	0	0.0%
Owner Households	475	100%	430	100%	455	100%
Below the suitability standard	0	0.0%	0	0.0%	0	0.0%
Renter Households	40	100%	70	100%	45	100%
Below the suitability standard	0	0.0%	0	0.0%	0	0.0%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Homelessness

The Metro Vancouver regional Homeless Count, which occurs every three years, provides a point-in-time snapshot of homelessness in the region. Data for Lions Bay, and other smaller municipalities, is not available.

Social Housing Waitlist

BC Housing collects data on households that have applied for social housing in Metro Vancouver through the Housing Registry, a centralized database for those non-profit housing providers that have chosen to participate. The waitlist tracks applicant households by municipality across the region, as well as by specific characteristics including family or single person households, seniors, persons with disabilities and households needing wheelchair access. Data for Lions Bay was not available.

APPENDIX: GLOSSARY

ADEQUATE in relation to housing, means that, according to the residents in the housing, no major repairs are required to the housing.

AFFORDABLE HOUSING has shelter costs equal to less than 30% of total before-tax household income.

APARTMENT means a dwelling unit in a building with three or more dwelling units. Typically, apartments are classified as either: (a) apartment in a building that has fewer than five storeys; and, (b) apartment in a building that has five or more storeys.

APARTMENT (DUPLEX) means one of two dwellings, located one above the other, may or may not be attached to other dwellings or buildings. Apartment (duplex) units are commonly the main units and the secondary suite units in houses with secondary suites.

CENSUS DIVISION the general term for provincially legislated areas (such as county and regional district) or their equivalents. Census divisions are intermediate geographic areas between the province/territory level and the municipality (census subdivision).

CENSUS SUBDIVISION the general term for municipalities (as determined by provincial/territorial legislation) or areas treated as municipal equivalents for statistical purposes.

COOPERATIVE HOUSING is a type of housing that residents own and operate as part of a membership.

CORE HOUSING NEED means a household living in housing that falls below at least one of the adequacy, affordability or suitability standards and that would have to spend 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable.

DWELLING STRUCTURAL TYPE refers to the structural characteristics and/or dwelling configuration, that is, whether the dwelling is a single-detached house, an apartment in a high-rise building, a row house, a mobile home, etc.

EXTREME CORE HOUSING NEED has the same meaning as core housing need except that the household has shelter costs for housing that are more than 50% of total before-tax household income;

HOMELESSNESS is the situation of an individual or family that does not have a permanent address or residence.

HOUSEHOLD refers to a person or a group of persons who occupy the same dwelling.

MARKET HOUSING means housing that is privately owned by an individual (or a company) who generally does not receive direct subsidies to purchase or maintain it. Prices are set by the private market.

MEDIAN is the value which is in the centre of a group of values.

MIGRANT means a migrant within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, migrants include both internal migrants (who lived in a different municipality or province within Canada 5 years ago), and external migrants (those who did not live in Canada 5 years ago).

MOBILITY STATUS means a mobility status within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census;

MOVABLE DWELLING means a single dwelling, other than a mobile home, used as a place of

residence, but capable of being moved on short notice, such as a tent, recreational vehicle, travel trailer houseboat, or floating home.

MOVER means a mover within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, movers are persons who did not live in the same residence as on the same date 5 days earlier. Movers include before non-migrants and migrants.

NAICS means the North American Industry Classification System Canada 2012, published by Statistics Canada;

NAICS sector means a sector established by the NAICS.

NON-MIGRANT means a non-migrant within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, non-migrants are persons who did not live in the same residence 5 years earlier, but who still lived in the same census subdivision (moved within the Census Subdivision)

NON-MOVER means a non-mover within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, non-movers are persons who lived in the same residence as on the same date 5 years earlier.

NON-MARKET HOUSING means affordable housing that is owned or subsidized by government, a non-profit society, or a housing cooperative; whereby rent or mortgage payments are not solely market driven.

OTHER SINGLE-ATTACHED HOUSE means a single dwelling that is attached to another building and that does not fall into any of the other dwelling structural types, such as a single dwelling attached to a non-residential structure (e.g., a store or a church) or occasionally to another residential structure (e.g., an apartment building).

OWNER HOUSEHOLD refers to a private household where some member of the household owns the dwelling, even if it is still being paid for.

PARTICIPATION RATE means the total labour force in a geographic area, expressed as a percentage of the total population of the geographic area;

PRIMARY RENTAL MARKET means a market for rental housing units in apartment structures containing at least 3 rental housing units that were purpose-built as rental housing;

RENTAL ASSISTANCE PROGRAM (RAP) is a type of rent supplement program that BC Housing offers to eligible low-income families.

RENTER HOUSEHOLD refers to private households where no member of the household owns their dwelling.

ROW HOUSE means one of three or more dwellings joined side by side (or occasionally side to back), such as a townhouse or garden home, but not having any other dwellings either above or below. Townhouses attached to a high-rise building are also classified as row houses.

SECONDARY RENTAL MARKET means a market for rental housing units that were not purpose-built as rental housing;

SEMI-DETACHED DWELLING means one of two dwellings attached side by side (or back to back) to each other, but not attached to any other dwelling or structure (except its own garage or shed). A semi-detached

dwelling has no dwellings either above it or below it, and the two units together have open space on all sides.

SHELTER AID FOR ELDERLY RENTERS (SAFER) is a type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.

SINGLE-DETACHED DWELLING means a single dwelling not attached to any other dwelling or structure (except its own garage or shed). A single-detached house has open space on all sides, and has no dwellings either above it or below it.

STRUCTURE TYPE see 'Dwelling Structural Type'.

SUBSIDIZED HOUSING refers to whether a renter household lives in a dwelling that is subsidized. Subsidized housing includes rent geared to income, social housing, public housing, government-assisted housing, non-profit housing, rent supplements and housing allowances.

SUITABLE HOUSING means housing that has enough bedrooms for the size and make-up of resident households, according to National Occupancy Standard (NOS) requirements.

TENURE refers to whether the household owns or rents their private dwelling.

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Direction Request		
Title	Land Designation Under Metro’s Regional Growth Strategy		
Author	Peter DeJong	Reviewed By:	
Date	November 26, 2021	Version	
Issued for	November 30 and December 1, 2021 Council Strategy Committee Meeting		

Recommendation:

Council to provide direction with respect to the issues outlined in this report.

Attachments:

- (1) Have Your Say Survey re. the Urban Containment Boundary (UCB)
- (2) Results of Have Your Say Survey re. UCB

Key Information:

With the introduction of Metro Vancouver’s proposed wood burning bylaw in or about 2019, a debate commenced in Lions Bay about the benefits and burdens of being with the UCB under the regional federation’s Regional Growth Strategy (RGS), which was the basis for applicability of the bylaw. A strong survey response from residents buttressed attempts by Mayor and Council to gain an exemption from the proposed bylaw but those attempts were only successful in delaying the implementation of the bylaw in Lions Bay for 7 years.

Since then, the debate has been framed in terms of whether Lions Bay should seek a change in its land designation under the RGS, from “General Urban” to “Rural”, which would effectively result in the removal of Lions Bay from the UCB. The recent Have Your Say survey resulted in an overwhelming “rural” response to the question: “In terms of how we live and how Metro defines urban and rural communities, should Lions Bay be designated “general urban” (inside the UCB) or “rural” (outside the UCB)?”

While this question, perhaps predictably, invoked a strong basic reaction in favour of “rural”, there is still much work to do to flesh out the parameters and policies that need to go along with such a change in designation. There are a number of factors for Council to consider in terms of the timing for any application to the Metro Board.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

1. As the regional context statement is intended to demonstrate alignment between the municipality's Official Community Plan and the regional growth strategy, it is likely the Metro Vancouver Board will want to understand "what municipal policies have changed to trigger a change in the land use designation?". Lions Bay previously submitted a regional context statement with a 'General Urban' regional land use designation along with policy statements from the OCP to align with that designation.

The answer is that nothing has changed, which strongly suggests the decision to request a change should wait until the community's long-term vision has been developed through the pending OCP renewal process and there are policies to define Lions Bay's vision of what it means to be "Rural" (if that's the long-term vision).

2. Residents have not been given the opportunity to consider how the long-term financial sustainability of the community will be addressed. Without expanding the current property tax base of about \$1.5 million, the tax impact on residents of keeping up with infrastructure funding would be untenable (eg: the Asset Management Investment Plan identifies an annual deficit of about \$500K).

The degree of densification required to ensure long-term financial viability and the form and scope of such development while maintaining Village character will need to be thoroughly discussed and debated by the community in determining the future vision for Lions Bay's Official Community Plan. Once that vision has been set, the community can define and align that vision with the appropriate land use designation under Metro 2050, whether General Urban or Rural.

The HYS survey provided only the following suggestion to the question: "Does the UCB designation impact development opportunities? Do we need to be inside the UCB to densify?" Answer: "No, unless we intend to change the Village's current single-family residential prominence to *widespread multi-family density*." The extent to which the community ultimately determines how much density is desired, *all things considered*, is the very issue which can only be determined through an extensive community consultation on housing policies, infrastructure and asset renewal investment, and potential services that can help Lions Bay become a more complete and sustainable community.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

3. Residents and property owners haven't been provided with sufficient information to understand the advantages and disadvantages of being designated under one or the other category. Under the General Urban designation, all types of land use are permitted and municipalities have the freedom to do virtually as they please in terms of setting their own agendas for the form, character, scope and density of development they wish to pursue for their communities without any concerns about having to stay within the general parameters of other land use designations. Under the Rural designation, a municipality does not necessarily have carte blanche to set its own course if the form, character, scope and density of development they wish to pursue is inconsistent with the policy objectives of the RGS. This is where it will be very important to carefully define what "rural development" would look like.
4. The work required to provide the community's vision of what future rural development might entail, the form, scope and character of densification, and the need to define that to a large extent in both the Village OCP and the RCS is really not possible without undertaking the OCP renewal process. Both the OCP and the RCS are legislatively required to contain not only detailed policies that speak to housing strategies and action plans consistent with the land use designation, but must also address risks associated with climate change and natural hazards, integrating emergency management and appropriate planning standards, guidelines and best practices. (see for example: Metro 2050, pp.66 and 72).
5. There is no legitimate urgency to requesting a designation change now. In terms of the Metro wood burning bylaw, section 17, *no one* in the Metro Vancouver Regional District, whether within or outside of the UCB, has the right to burn wood at all between May 15 and September 15 each year unless it is their sole source of heat. As well, the prohibition in section 19 (a) against burning wood the rest of the year in anything other than a compliant appliance does not affect Lions Bay until the year 2032 (other parts of Metro within the UCB must comply by 2025). The 2022 registration requirement does not impose any restrictions until then.
6. What's the danger of proceeding now if Council is confident that a change to Rural will ultimately be requested at the end of the day?



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

The danger is that, if approved by Metro Vancouver, Lions Bay will have a designation of “rural” without any policies to define what that ultimately means in terms of the long-term vision of the community. Those policies may need to describe a definition of “rural” that may not fit with a standard view of what that might look like. For example, the Metro 2050 Rural Policies Summary shows pictures of farmlands and large acreages and the language in the plan defines Rural in two main ways a) bucolic / agricultural and b) more remote with challenging topography. The challenges of our topography, and the manner in which Council intends to address the associated hazards must still be determined. Lions Bay’s version of rural would undoubtedly be unique but without fleshing that out, it will be very difficult for anyone to bring forward any ideas for consideration by Council, which may effectively stall the Municipality’s ability to address its financial needs in the interim.

Metro Planning staff have provided the process options to move forward if that is the direction that Lions Bay wishes to take. The larger question facing Council right now is the timing of any such application.

If Lions Bay proposes a regional land use redesignation from General Urban to Rural for Lions Bay in Metro 2040, there are two ways to make that application. First, the standard way is via an amendment to the regional growth strategy (with a concurrent amendment to the regional context statement). Or, in some cases, members can also apply via an amendment to the regional context statement alone, with Metro Vancouver leading a subsequent amendment to the regional growth strategy. The processes are a little bit different, and we often recommend one or the other depending on the scale / regional significance of the proposed change.

Type 3 Minor Amendment

- Type 3 minor amendments require an amendment bylaw that receives a 50%+1 weighted vote at the MVRD Board.
- Requested via a Council resolution
- Submitted to Metro Vancouver after public hearing and subsequent reading of your related OCP amendment, which addresses the local land use change proposed in your OCP (if any) and includes consequential changes to your RCS
- Metro Vancouver reviews the request and prepares an evaluation of the proposed change’s alignment with the regional growth strategy



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

- The report goes to the Regional Planning Advisory Committee (comprised of Planning Directors from around the region)
- The report then goes to the Metro Vancouver Regional Planning Committee and MVRD Board, where initiation of the amendment and 1st, 2nd and 3rd readings of an amendment bylaw are considered.
- If the Board completes those bylaw readings, the proposed amendment is circulated to affected local governments for a comment period of no less than 30 days.
- Comments are consolidated and provided to the MVRD Board in advance of considering final reading of the amendment bylaw. A separate report considers the associated RCS changes; it is considered after the amendment bylaw.

RCS Amendment Request; subsequent amendment to RGS led by Metro Vancouver

- For relatively minor changes, sometimes municipalities seek an amendment to the RCS outside of the minor amendment process laid out in the regional growth strategy
- Requested via a Council resolution
- Submitted to Metro Vancouver after public hearing and subsequent reading of the OCP amendment including changes to your RCS
- A RCS is accepted by a majority vote at the Board; the Board can decline to accept the RCS and request that the amendment be considered as a minor amendment to the regional growth strategy to ensure that all member jurisdictions have an opportunity to provide comment.

My question to Lions Bay, if this application came in, would be what municipal policy / designation changes is this request reflecting? What OCP changes is Lions Bay proposing that substantiate the request? The RCS is intended to demonstrate how your local aspirations, as expressed in your OCP, reflect and align with the regional federation's objectives, as expressed in the regional growth strategy.

In 2016, Lions Bay submitted its regional context statement with a General Urban designation, and RCS text showing alignment between the OCP and that regional land use designation. Therefore, an amendment to the RCS would be more than a mapping change. It would require re-consideration of those policies, and Metro Vancouver will want to understand why Lions Bay is, at this time, seeking to change the regional land use designation from a long range planning perspective, especially given that the community is about to embark on an OCP review to confirm / set the long term vision for the community.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Desired Result: A decision by Council on:

- a. whether an application to change Lions Bay's land designation under Metro's RGS from "General Urban" to "Rural" ought to be communicated to the Metro Board; and if so,
- b. when that application should be made (i.e. now or after an OCP renewal process); and
- c. which of the two processes outlined by Metro staff ought to be used to put forward such an application.

Options to Pursue Desired Result:

As per the listed options above in a to c.

Follow Up Action and Communication Plan: Per Council direction.



Have your say

Issued by Council for the Village of Lions Bay, October 2021

Lions Bay: Are we “general urban” or “rural” (inside or outside the Urban Containment Boundary)?

Why are we asking this question?

All municipalities in BC belong to a Regional District. Lions Bay is a member municipality of the Metro Vancouver Regional District (MVRD, or “Metro”), previously known as the Greater Vancouver Regional District (GVRD).

When Metro implemented their new bylaw to restrict and regulate the use of residential wood burning appliances, the fact that Lions Bay is designated as urban and identified as being within Metro’s Urban Containment Boundary (UCB), meant we would be subject to additional requirements and ultimately a ban of non-compliant wood stoves and open fireplaces unless manufactured firelogs were used. Communities outside the UCB are not subject to these additional requirements, including the Villages of Anmore and Belcarra, and Bowen Island.

Lions Bay asked to be exempted from the wood burning bylaw in accordance with the community’s wishes (public consultation throughout the Village occurred in 2019). This request was denied by Metro, although an extension for full compliance was granted until September 2032.

When the bylaw came into effect in May this year, over 200 Lions Bay residents signed a request for Council to move Lions Bay outside the UCB.

Council also heard from residents at council meetings and by email. Staff from Metro Vancouver were invited to address Council to answer questions about the difference between “general urban” and “rural” communities, and what the urban containment boundary means in Metro’s plan for the region.

The request received from residents was discussed by Council at its regular meeting on July 27th, 2021, and Council decided to ask the community the question formally: in terms of how we live and how Metro defines urban and rural communities, is Lions Bay “general urban” or “rural”? With the benefit of additional information, Council is asking you to Have Your Say.

In terms of how we live and how Metro defines urban and rural communities, is Lions Bay “general urban” or “rural”?

How does Metro define an urban community (inside the UCB)?

- Residential neighbourhoods, shopping, services, institutions, recreation, parks – “urban densities”
- Place-making, enriched public realm, transit-oriented communities
- Transit, multiple-occupancy vehicles, cycling, and walking are the preferred modes of transportation.

How does Metro define a rural community (outside the UCB)?

- Level of development does not require urban services from Metro (sewer or transit within the community)
- Protect character of rural communities, landscapes, and environmental qualities
- Uses: low density residential; small scale commercial, industrial, and institutional uses; agriculture
- Not intended for future urban development

The answer to this question also determines whether we fall inside or outside the Urban Containment Boundary (UCB).

What is the Urban Containment Boundary?

A key part of Metro's planning for the region is its regional growth strategy, called Metro 2040, currently being updated to Metro 2050. To support its goals, Metro Vancouver has identified a central area where growth should occur and where necessary infrastructure such as water, waste management, transit and wastewater treatment will be provided to support these urban centres. This area is identified on maps by what is known as the Urban Containment Boundary.

*"The Urban Containment Boundary is a stable, long term, regionally defined area for urban development that protects Agricultural, Conservation and Recreation, and Rural lands from developments requiring utility infrastructure and from auto-oriented, dispersed development patterns. Locating housing, regional transportation, and other infrastructure investments within the Urban Containment Boundary supports land development patterns that can protect food producing land, reduce energy demand and greenhouse gas emissions from commuter traffic, and secures land that stores carbon and helps communities adapt to climate change. Residential and employment development is encouraged within the Urban Containment Boundary."*¹

Hence, areas within Metro Vancouver are either inside or outside the Urban Containment Boundary. At this time, Lions Bay is designated as being inside the UCB (see map).

FAQs

Will services provided by Metro be affected if we move outside the UCB?

No. Due to our location we do not and will not receive services such as water and wastewater treatment from Metro.

Will we still be able to use the North Vancouver transfer station if we choose to be outside the UCB?

Yes. A rural or urban designation would not make a difference.

Will there be any changes to services from TransLink if we choose to be outside the UCB?

No. A rural or urban designation does not determine bus service levels.

Will we put the school at risk if we choose to be outside the UCB?

No. There is no connection between the UCB and school district boundaries.

Are there any additional costs attached to being inside or outside the UCB?

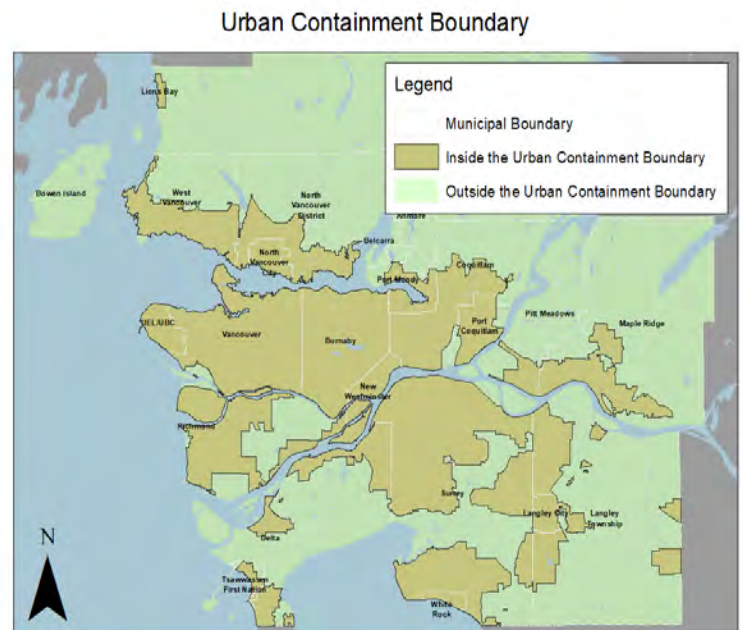
No. We currently pay around \$50,000 per year to belong to Metro Vancouver whether we are inside or outside the UCB. In other words, whether we are urban or rural will not affect the annual cost. There are also no costs associated with changing our designation.

Is there a climate action implication of the UCB?

A key goal of Metro 2050 is to reduce greenhouse gas emissions by restricting urban development to central areas that can be served by transit options. Council is very supportive of Climate Action initiatives.

Are there further bylaws being considered that may apply to communities inside versus outside the UCB?

Metro 2050 intends to strengthen the urban containment boundary to achieve its climate action and other goals. Although we cannot say definitively if this will result in additional bylaws, the document differentiates between urban and rural areas and identifies measures that are targeted at urban areas only.



FAQs continued...

If Lions Bay remains inside the UCB, will I have to register my fireplace/woodstove?

Yes. Registration will start in September 2022. Removal or decommissioning of non-compliant appliances must be completed by 2032. If Lions Bay were outside the UCB, these requirements would not apply to us.

If Lions Bay were outside the UCB, would I be able to burn my woodstove between May 15 and September 15?

No. The seasonal restriction in the wood burning bylaw applies to both those inside and outside the UCB.

Does the UCB designation impact development opportunities?

- **Do we need to be inside the UCB to densify?**

No, unless we intend to change the Village's current single-family residential prominence to widespread multi-family density.

- **Does being inside the UCB require us to densify?**

No. Metro's current goal is that 98% of all development must take place within the UCB. However, this target has been met to date with no contribution from Lions Bay.

Will grant opportunities be impacted by this decision?

No. There are no urban grants that rural communities cannot apply for. Currently grants for rural communities exclude municipalities within Metro Vancouver.

How did Lions Bay come to be inside the UCB?

The concept of a concentrated development area within Metro started in their "Livable Region Strategic Plan" in 1996 which introduced the "Growth Concentration Area", later replaced by the Urban Containment Boundary. All residential communities were designated as "Urban", because there was no "Rural" option, but were either inside or outside the "Growth Concentration Area". Lions Bay was outside the Growth Concentration Area.

- In 2002, our community drafted Lions Bay's first Official Community Plan (OCP)². Lions Bay was outside the Growth Concentration Area.
- In 2008, the OCP was reviewed in a community-wide process. At that time, Lions Bay was still outside the Growth Concentration Area.
- In 2009, the "Livable Region Strategic Plan" became "Metro 2040". The term "Urban Containment Boundary" was introduced to indicate the area formerly known as the "Growth Concentration Area".
- In 2011, Lions Bay Council accepted Metro 2040 by resolution, having chosen the "General Urban" designation as being most suitable for Lions Bay rather than the newly-introduced "Rural" designation. This placed the Village inside the Urban Containment Boundary. The OCP was not amended to reflect this change.
- In 2016, Council amended our OCP by inserting a new Regional Context Statement³ and, for the first time, our OCP bylaw stated that the Village was inside the Urban Containment Boundary. There was no OCP review.

What is the process to change our designation from "General Urban" to "Rural" (in other words, move Lions Bay outside of the UCB)?

Council must enact a resolution that reflects the aspirations of the community to amend the OCP bylaw by changing the Regional Context Statement to reflect that we are "rural" and outside the UCB. Thereafter, the matter must go to the Board of Metro for a vote.

Please complete the survey on the last page: there are several ways to respond. One response per Lions Bay resident or property owner.

¹ Metro 2050 (in draft): www.metrovancouver.org/services/regional-planning/PlanningPublications/DraftMetro2050.pdf

² What is an Official Community Plan? "The official community plan is a guide for the collective decision making of a community - for its Council, its residents, businesses, and servicing agencies. Its vision, policies, and recommended actions should guide the future of the community." (from our OCP (Bylaw 408))

³ What is a Regional Context Statement? "Every municipality's Official Community Plan (OCP) [must] include a Regional Context Statement to demonstrate how the OCP supports the local Regional District's Regional Growth Strategy." (from our OCP (Bylaw 408))

Lions Bay Resident Survey

Please answer the following question by ticking a box below:

In terms of how we live and how Metro defines urban and rural communities, should Lions Bay be designated “general urban” (inside the UCB) or “rural” (outside the UCB)?

How does Metro define an urban community (inside the UCB)?

- Residential neighbourhoods, shopping, services, institutions, recreation, parks – “urban densities”
- Place-making, enriched public realm, transit-oriented communities
- Transit, multiple-occupancy vehicles, cycling, and walking are the preferred modes of transportation.

How does Metro define a rural community (outside the UCB)?

- Level of development does not require urban services from Metro (sewer or transit within the community)
- Protect character of rural communities, landscapes, and environmental qualities
- Uses: low density residential; small scale commercial, industrial, and institutional uses; agriculture
- Not intended for future urban development

RESPONDENT 1

- General Urban (inside the UCB)
- Rural (outside the UCB)
- I don't know

Name _____

Street address _____

I confirm I am a Lions Bay resident or property owner.

RESPONDENT 2

- General Urban (inside the UCB)
- Rural (outside the UCB)
- I don't know

Name _____

Street address _____

I confirm I am a Lions Bay resident or property owner.

Comments? Please use this space. Questions? Please email all of council at council@lionsbay.ca.

Please drop completed survey at the Village Office before Monday, November 15th, or scan and email it to feedback@lionsbay.ca. You can also complete the form online at lionsbay.ca/HYS-UCB

One response per Lions Bay resident or property owner (not one per household). Name and address are optional, but you must confirm you are a Lions Bay resident or property owner.

We have provided space for two respondents above. Additional forms are available from the office or you can make a copy of this page. .

Results from Have Your Say
**Urban Containment
Boundary**

Background

- Council distributed a Have Your Say survey on the question of the Urban Containment Boundary (UCB) which sought feedback from residents on whether Lions Bay should be classified as Rural (Outside the UCB) or General Urban (Inside the UCB)

Results show that 91% of respondents voted "Rural (Outside of the UCB) and many comments were also received.

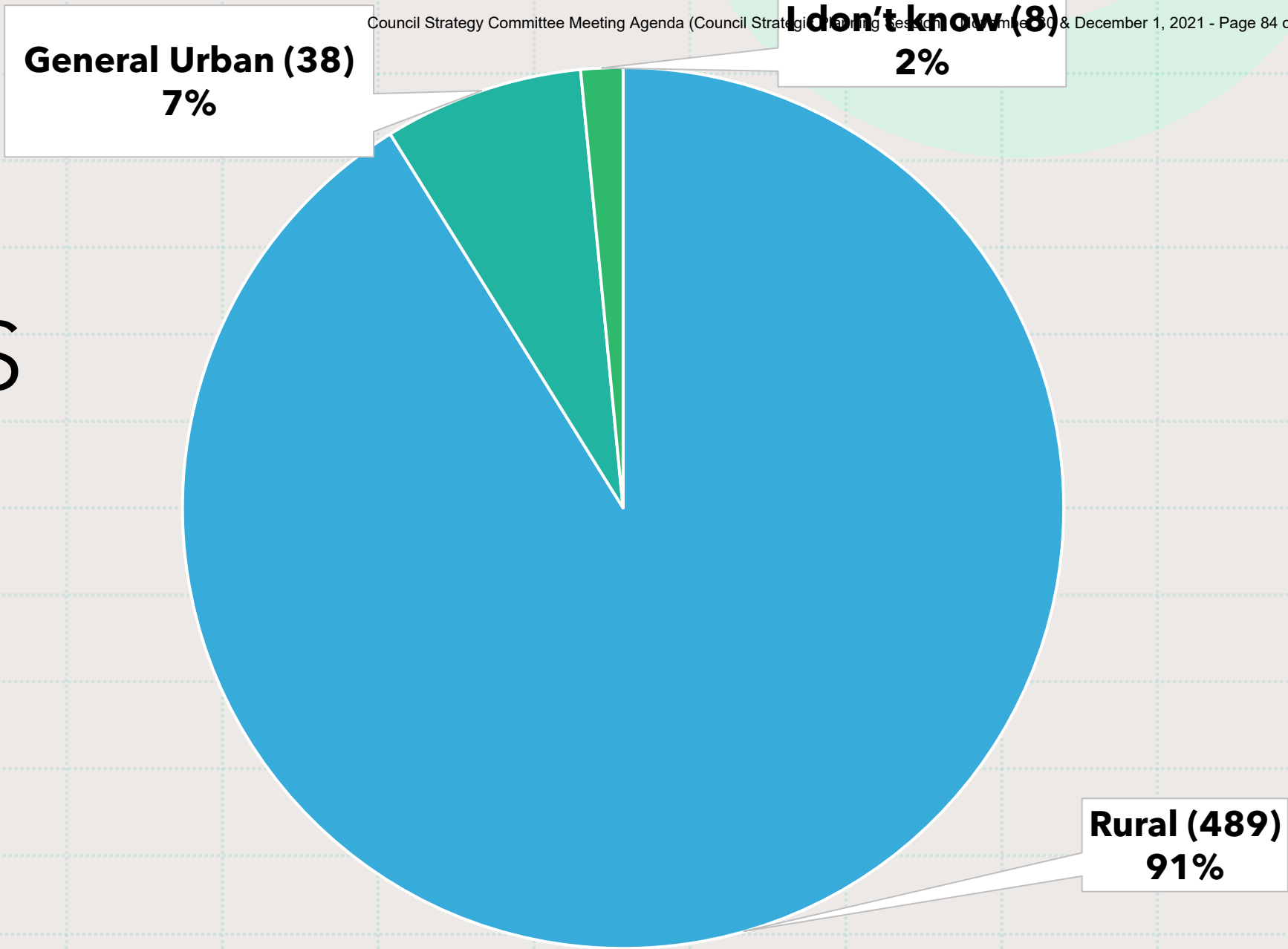
535

Number of Respondents

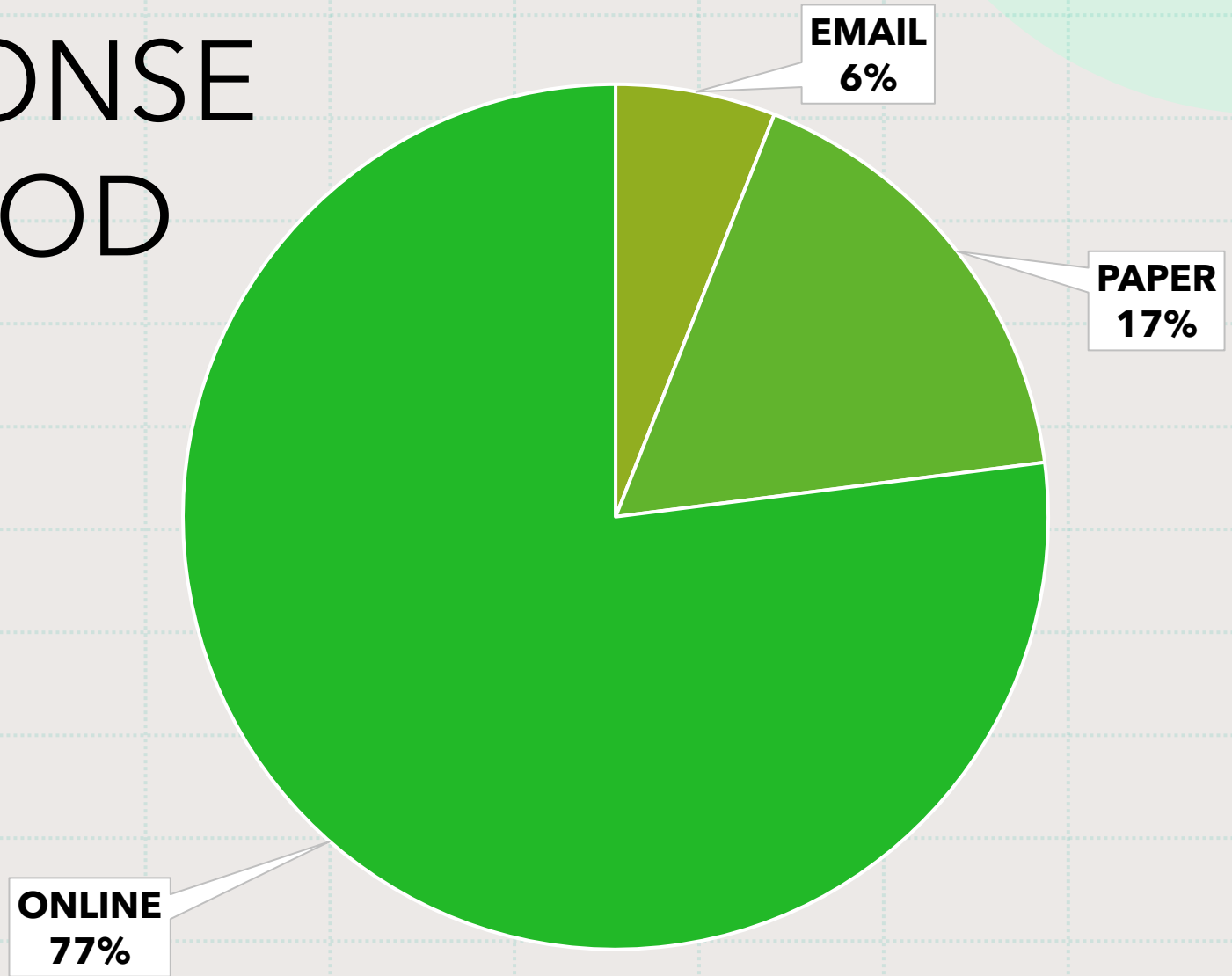
99%

of Respondents confirmed they are residents

RESULTS



RESPONSE METHOD



I have faith in Council's ability to make the best choice for Lions Bay.

I have lived here for 31 years and I truly believe that Lions Bay fits the description of a Rural community.

Promoting wood fires and a Climate Change Committee are inconsistent

Wood smoke is detrimental to our health.

Very eager to have autonomy and improved adaptability of the village!

I see no advantage to remaining within Metro as we receive no urban services.

It is not a good idea to not require name and address as it leave this survey open to people submitting multiple surveys to stack the results in their choices favour

Without having access to Natural gas it is insane to ask Lions Bay to be in the UCB. Any body suggesting we are in it should also be forced to provide natural gas to our community and/or remove the tier 2 on the BC Hydro. Just because we are a small community Terasen should he forced to provide it by law. They want the profit when it works for them...

In order to maintain the character and quaint village style of the community, we think "rural" best fits Lions Bay.

ucb makes poor decisions for communities such as lions bay. there is no benefit to being part of the ucb and the poor policy on fireplaces illustrates ucb's irrelevance

I chose to live here because of its rural character and would like for it to be RURAL OUTSIDE THE UCB. I and we feel we choose LB because I wanted to be surrounded by NATURE with an unobstructed view of the ocean and a small size community as we did not want to be in a densely populated neighbourhood with skyscrapers, shopping services, street lights and buses running in the neighbourhood.. I do not want for LB to be either West Van or Squamish which are basically now condoville city. We are on septic and we get our own water we definitely fit in the RURAL OUTSIDE THE UCB

In reviewing the definitions and FAQ's provided (thank you!), I feel confused about what the point is of changing our designation. I thought the point was that we wouldn't have to worry about the wood burning bylaw if we were outside the UCB. If changing the designation doesn't make any difference to whether we have to comply with that bylaw, then what is the motivation for changing?

The importance of the environment far outweighs your wood burning needs. As this will not "stop" climate change it is definitely a step in the right direction. We also NEED transit because many people (unlike the people conducting this survey) are unable to drive and need a way to get into town. As that is not the only reason Lions bay needs to continue on as part of the UCB, it is important that you take into account other people and the environment.

When you neighbour's smoke from their wood burning device wafts in through your windows at night - that is urban. Rural is when people live far enough apart so as to not to affect your distant neighbour. It is hypocritical that Lion's Bay residents are forming a Climate Action Committee yet insist on heating their homes with wood. An occasional fire for ambiance is somewhat acceptable, but heating one's home exclusively with wood ???? How irresponsible!

Thank you for allowing us to express an opinion on this issue!!

I have no problem with having standards around wood burning and wood burning appliances. There are many other benefits of participating in Metro initiatives and would hope whatever the outcome Lions Bay would continue with climate initiatives including very reasonable goals around wood burning.

This is worded in such a way that LB residents may feel like they can only choose "rural." Living 25 minutes from the third largest city in Canada, I think we're hard pressed to make a case for rural status. Particulate from fireplaces is a real concern and increasingly so as wildfire season extends into the spring and fall and we cannot escape that smoke. Residents should know that if they plan to sell their homes, the new owner will not be able to insure the property without proof that their fireplace is up-to-date. Small town charm should not be synonymous with decrepitude. Everyone's property is valuable enough to get a small loan to make these updates. 11 years seems like plenty of lead time to take care of your property.

I don't see any urgency here. I think the correct course of action is to ask this question again at a formal OCP update which is long overdue.

Unless I'm missing something it appears that being inside the UCB will help us to attain GHG reduction goals. If the village decides to be outside the UCB I would strongly encourage the village to create an alternative roadmap to reduce GHG emissions. There appears to be plenty of time to plan/save to change any fireplaces that don't conform.

I do not think that our village should be classified the same as Vancouver, or Surrey, or Burnaby, so therefore I am in agreement that Lions Bay should be outside the UCB. I do, however, feel like this question has come up because of our need or want to keep our fireplaces and think we should be concerned about the air quality and ultimately upgrade our appliances over time. We should do that regardless of whether we are in or out...

Our top reason for selecting Lions Bay as a place to live is that it is NOT an urban environment. We are willing to forgo urban conveniences for a more rural lifestyle and do not want to live under a perpetual threat of having others (likely who don't even live in our community) decide to change that lifestyle.

If we cannot get rural grants because we are in Metro why not get out of Metro??? Then also we do not have to abide by there silly bylaws that have no place in Lions Bay

While I think of Lions Bay as being Rural, therefore outside the UCB, I am vehemently opposed to wood burning fireplaces. That other communities such as Anmore are classed as rural, and therefore allowed to burn wood, is no argument for us to be ignoring environmental health as our priority. Wood smoke, like cigarette smoke, is a health hazard and can contain toxic substances such as benzene, formaldehyde and methane. The release of methane from Fracking wells in North Eastern B.C has been proven to cause cancer and other diseases, particularly in children. Those residents who feel it is their right to enjoy their cosy fireplaces need to spare a thought for the rights of people who live below them and have been breathing in toxic air for far too long--23 years in our case. That's just the local issue, but we should all be concerned about saving the planet for future generations, and so we all have to be prepared to make sacrifices for the greater good. While I have heard the argument that Lions Bay air is clean, I have often driven along the highway in certain weather conditions, at certain times of evening, and seen the community enveloped in a pall of smoke.

Keep LB rural!!!

It seems that all that UCB brings to the table is restrictions. We've got enough of those already, so NO.

We have all the definition of a urban community. Additionally lots of people in Lions Bay count on the public transportation to carry their day to day activities.

We are definitely an urban area. The public transportation is essential for this community.

I think we should be rural, but only burn wood in efficient fire boxes/

Council: please get us out of the UCB!

I'm sure the geezers of LB are squirming about climate changes. Put on the fireplace, a good bottle of wine, and frolic on the polar bear rug! Wood-burning has been here for ever. Some of you can't SEE the pollutants, therefore it's non-existent. NONE of LB residents are on the down-and-out, so a check or replacement of old equipment would be a financial burden. You've got your head tucked in sand or more likely in a place where the sun don't shine. Your attitude....I don't want to engage in the clean air effort, let them city folks deal with it!!

lions bay residents should be allowed to burn wood and not dictated by metro van

I OPPOSE remaining within the UCB. Most residents of Lions Bay love the charming village like atmosphere. Urbanization of Lions Bay will put the village on a slippery slope towards becoming a "large Sea-Scapes" or a "mini-Squamish". Densification will threaten our water supply and our residents will be forced to comply with additional PROHIBITIONS within the Urban Containment Boundary!

To protect us and our families we must remain "rural"

Although we are a rural community I feel we should follow the same rules as a General Urban Community, regarding the wood burning rules. With transit being such an important factor in living here, particularly for school age kids, I would like to maintain our relationship with Translink.

Regardless if Lions Bay is urban or rural by Metro Vancouver's definition I strongly support the initiative to reduce emissions from wood-burning fireplaces. The intention of the Metro bylaw is to reduce impacts to health and the environment of residential wood smoke. The only purpose of the petition of concerned residents this survey and is to escape the bylaw to improve residential fireplaces. The urban/rural question is the mechanism to do this.

We are privileged to live on Howe Sound. We are seeking to have Howe Sound to be recognized by UNESCO as a biosphere reserve. Ruths Simons, from Lions Bay, is at the forefront of this initiative and Metro Vancouver is in support.

How can we say on one hand that we want to protect and enhance the natural Howe Sound ecosystem, while on the other hand refuse to make an effort in our own homes to contribute to the enhancement of our environment? As Ruth has said, we share the air. We all must do our part.

I vote to remove ourselves from the UCB (preferably from Metro as well) primarily to protect Lions Bay from other Metro initiatives such as the Empty Homes Tax, Vacancy Tax and many other such potential future taxes such as taxes for driving or parking a car. We are a unique community that needs to preserve its character and independence from one-size-fits-all Big Government control.

We are so obviously rural. What twit put in a metro category?

The phrase "going into town" is commonly used among residence which suggests that the area around Lions Bay is not an urban area.

I did NOT receive a mailed survey!!! I think it is necessary for everyone to do their part towards climate change. It seems some in Lions Bay would do whatever they can to allow the use of unregulated wood burning equipment!! In a community where excess idling is prohibited (by bylaw), I find it offensive to continue wood burning. The Mayor's Village update Oct. 29 seemed focused on the 200 signatures supporting movement out of UCB, seemingly to allow wood burning. Surely Lions Bay can do better to make a better environment!

I strongly feel that Lions Bay should be able to make its own bylaw decisions and not be forced to comply with bylaws that originate out of a decidedly different context such as urban Vancouver. Moving us back out of the urban containment boundary will afford us this freedom and allow us to structure the laws for our community based on the needs and interests of its members.

Other than woodburning fireplaces does designation affect Hydro costs, Transit access or School support in any way?

The supporting documentation on this survey is fairly even-handed. Thanks for doing that. Even so, the average resident reading it will have little idea what the controversy is, and why it matters. If there's more to this issue than being allowed to make ambience fires at will (other than a general distrust of all government), I am not aware of it. And if that's all it is, it seems there are still Lions Bayers who are not aware that air quality in parts of our topography can get bad. If they were, I suspect they too would support improved air quality for all, including Regional District regulation. So this survey would have been an ideal opportunity to localise and quantify intermittent air quality issues, rather than simply to gather unrepresentative partisan opinion.

I am unsure...I found the leaflet unbalanced, in it's information...I wanted to know what we gained for being listed as urban (or the reasons why we chose to be part of it, as I struggle to believe we were willing to pay the fee, with absolutely no benefits to us)...if there can be better clarity, and there is truly no deficit to leaving, then I would be willing to vote rural

Lions Bay should be designated Rural

I think wood burning fireplaces are acceptable as non-residence heat sources - i.e. used very seldom for celebration purposes.

Thank you for preparing this very informative Survey and inviting the community to 'Have your say'.

As a result of reviewing the information, my recommendation is the 'Rural' designation, as there will be less pressure on Lions Bay toward Urban Growth, allowing Lions Bay to make residential growth decisions within the context of consultation with Lions Bay residents and without pressure from Metro's Urban Containment Boundary parameters.

Thank you for preparing this very informative Survey and inviting the community to 'Have your say'.

I see Lions Bay growing in the future, but I wish residents to provide the context for any growth, not a regional vision not consistent with our special setting and history.

Air quality must be a constant concern, but again, our context should drive decisions on how we best retain clean air.

I would like to see Lions Bay leave the UCB as we have different issues than Metro Vancouver. We for one thing own large properties which contain fallen wood which we have no option but to burn, like in a fireplace. Turning Lions Bay into a community with its own internal transit system within the village is simply not cost effective nor feasible.

I would like to leave the UCB boundaries, we have other values and issues than that of Metro Vancouver. We have much fallen timber on our large property that we can utilize by burning and dry out the air and heat our home. Our fireplace is a place to relax, unwind and meditate.

Having public transit run within all the streets in Lions Bay is not economically feasible and environmental unfriendly.

We should leave the UCB , because we have other values and issues than Metro Vancouver. We have fallen trees and want to burn in the fireplace.

The village is not yet ready to go urban. Give it several years while other communities along the sea to sky develop.

I see no advantage in being Urban.

This truly is a terrible survey. The amount of biasing present within these questions is embarrassing.

We live in Lions Bay (owners since 1978) specifically For a simple rural self reliant life. A big part of our life is cutting, carrying, splitting and stacking wood and tending our 2 wood stoves.

Given both the definitional criteria & how residents are required to provide for their needs, it's obvious that Lions Bay is a rural community. The latter isn't about choices or politics, it's a fact, particularly given the lack of natural gas availability.

Rural but no polluting fireplaces.

No gas line, no sewer system, limited potential for future development, limited shopping/services, highly reliant on volunteer services....not sure how you could categorize Lions Bay at anything other than rural.

There should be no need for LB to be some privileged community that is excluded from the rising challenges of urban growth.

I see no benefit to being part of the UCB I support removing our village from

it.

Dear Councillors and Mayor, as much as I and other residents appreciate giving our attention--once again--to this issue, I do hope that you will act to decisively to put the will of our residents into concrete action.

We should be outside UCB as we are a unique community. We don't want one size fits all government, with possible additional taxation and restrictions not suitable for our rural area.

This questionnaire and this question are being initiated for the wrong reasons. Leadership is needed to improve our health and well-being and Council is allowing a group of residents to push back for selfish reasons. The requirement to improve air quality in Lions Bay by upgrading wood-burning appliances is based on the science and good intentions of the air quality specialists at Metro Vancouver. Council and this FAQ fail to champion change that is in the best interest of health. Urban or rural, we decide our future growth democratically. Changing to rural because people want to keep their old ways of burning wood is capitulating to those who believe their opinions are better informed than the specialists at Metro Vancouver.

Lions Bay is Rural , the only items relating us to the GVRD/ Metro is:

a) School system

b) nominal transit

By all metrics provided during Metro's presentation to Council this summer, Lions Bay is indeed a rural community. However, as was stated by Metro staff during the same presentation, it is in consultation with our community that our Village must finally make that determination. My appreciation to Council for thusly surveying the community. I strongly feel that it is now incumbent on Council to expediently

ACT in a manner consistent with the will of our community as expressed through this public consultation. Thank you.

Definitely rural. Thanks.

I like rural tranquility

In terms of how we live now in Lions Bay a "rural" designation seems more appropriate but of course that may change in the future.

For now, IF the designation as rural does not affect our Transit service, it seems the most appropriate for the time being.

My woodstove is my primary source of heat during the winter months

From an environmental footprint standpoint, remaining in the UCB seems to be the more responsible choice.

Also, Lionsbay should comply with new regulations and live to the standards and be compliant move forward with less polluted appliances and act upon them, whether you live inside or outside the UCB.

We can still be rural and move forward by being compliant with the removal / decommissioning of non-compliant appliances as we can not walk away from the change also Lionsbay has to make. Act instead of talk and start registering fireplaces/woodstoves.

I'm concerned that nobody can account for how we became "urban" and no one is able to explain the benefits to Lions Bay in staying urban. This line in the village's summary is disturbing: " Level of development does not require urban services from Metro (sewer or transit within the community)". I'd suggest both are required, but I don't foresee Metro allocating the resources to make it happen. Lions Bay representatives on the Board have no leverage, that is clearly reflected in the wood-stove legislation. We are better off squeaking loudly to provincial representatives (and saying nice things, sometimes) than being over-legislated by "greater-Vancouverites" that pee in our watershed or are unwilling to adhere to the speed limits along highway 99.

Based on the criteria and the FAQ's as set out by Council in this resident survey, we feel that the designation "rural" most aptly describes Lions Bay's current situation

Thank you!

Please take us out of the UCB. There appears to be no benefit of being inside the UCB. We live here because it's not the city and don't want the "city" influencing the character of the great community we have here.

I would still prefer to follow the same fireplace/woodstove restrictions as within the UCB. A.F.

Single family designation to be preserved. We don't need big city bureaucratic or political regulations imposed on our community.

We can control our Village better as rural!

All things considered - I do not see a meaningful downside.

Residents should not use wet wood in their fireplaces - some need education on that point

Very peculiar that L.B. would ever be considered urban

COMMENTS FROM THE HAVE YOUR SAY – URBAN CONTAINMENT BOUNDARY

NOVEMBER 2021

Page 7 of 7

After reading through this document, we see no value in being inside the UCB. We do not have natural gas as an option here in Lions Bay and we have survived a number of lengthy power outages over the years where a wood burning fire place was our only option. If our village had the benefit of services provided to the rest of the UCB we would then be inclined to revisit this but at this stage electing to be outside the UCB to us is the best option in our opinion

Despite the fact that LB is in NO WAY an urban community as described above, LB residents should NOT be afforded license to pollute the air. Residents must breathe. Why should LB residents be different. They are NOT exceptional

While Lions Bay does not meet the criteria for an urban area, we should not leave the UCB only to allow 200 people to continue to force the other 1100 residents of the village to breathe toxic smoke.

Use wood fireplace during power outage for heat - heatilator type



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Direction Request		
Title	Renewable Diesel Use by the Municipality		
Author	Naizam Jaffer	Reviewed By:	Peter DeJong
Date	November 25, 2021	Version	1
Issued for	November 30 / December 1 Council Strategy Session		

Recommendation:

Council to provide direction with respect to the issue(s) outlined in this report.

Attachments:

- (1) Climate Action Committee Report Re: Renewable Fuel.

Key Information:

At the May 13, 2021, Climate Action Committee (CAC) meeting, the committee received an information report entitled “Renewable Diesel Fuel use by Works Yard.” Subsequently, at the September 14, 2021, Council Meeting, staff were asked to compile a list of its internal combustion engine (ICE) powered trucks and equipment used by Public Works. Municipal equipment in the ICE category are used regularly in the provision of various municipal services including the provision of potable water and wastewater disposal; maintenance of parks, roadways, and facilities; and delivery of fire-rescue services. Through their provision of services, they generate greenhouse gas (GHG) emissions which we should be trying to reduce.

As the CAC report identifies, the Public Works Yard site has two fuel tanks, a 1,240L tank for gasoline and an 8,620L tank for diesel, which provide fuel for the Public Works trucks, portable generators, backhoe, mini-excavator, bobcat, John Deer Mower, and numerous smaller pieces of equipment from salter motors to weed-whackers and blowers. Staff are currently compiling a full inventory of the ICE equipment used by Public Works. One omission in the CAC Report is that the fuel stored and dispensed from the Works Yard also fuels the Fire Department vehicles (truck and engines), the training compound fork-lift, and numerous smaller pieces of equipment from chain saws to wildfire suppression water pumps. Another key missing equipment group is the emergency generators located at the Dale Klatt Emergency Building, the Municipal Hall, the Kelvin



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Grove Wastewater Treatment Plant, and the two Water Treatment Plants (Harvey Creek and Magnesia Creek).

The following table presents the Municipality’s fuel orders by volume (Litres) and total cost for the fuel, including delivery.

Year Diesel or Gas	Litres	Cost
2018 Diesel	5,296	\$ 6,944.92
2018 Gasoline	4,819	\$ 7,326.61
2019 Diesel	12,176	\$ 16,169.69
2019 Gasoline	5,238	\$ 7,630.39
2020 Diesel	6,367	\$ 6,859.19
2020 Gasoline	5,009	\$ 6,182.97
2021 Diesel ytd	5,724	\$ 7,276.74
2021 Gasoline ytd	5,691	\$ 8,792.92

As described in the information material presented in the CAC Report, Renewable Diesel (R100) refers to an advanced biofuel made from vegetable oil, animal fats, used cooking oil, or greases. R100 is not “Biodiesel.” Biodiesel is the most common form of alternative diesel currently available and is usually made from organically derived oils such as recycled waste cooking oil. Biodiesel is typically mixed with conventional petroleum diesel to produce a biodiesel blend (B5 to B20) and is accepted by most diesel engine manufacturers at blends of up to 20% (B20). At blends between 20-100%, Biodiesel tends to gel at colder temperatures and has been shown to adversely affect engines and result in warranty issues. R100 offers superior stability and is generally produced to a higher quality compared to Biodiesel and does not gel at colder temperatures.

R100 fuels like Suncor’s REG Renewable Diesel are manufactured to the same standards as petroleum diesel; however, the production standard of each batch can vary. The City of Vancouver (the “City”) have been using Suncor’s R100 for three years and have reported that the primary issue has been ensuring that each batch of fuel delivered to their fueling facility at the Manitoba Works Yard meets the ATM test results ([CSGB-3.517-2017](#)). The City employs a full time engineer in training (EIT) who monitors fuel data sheets for every delivery to ensure they are receiving a valid product before it enters their distribution system. The primary fuel related failure method they have faced is with water seepage into the fuels (most likely caused by vendor fuel storage tank leaks). Moisture content in the fuels is a key component of engine failure so extreme caution is used when reviewing the data sheets.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

The City's fleet manager also advised staff that despite the R100 fuel's ability to meet national standards or the fact that the City rigorously inspects the data sheets for each batch of fuel that enters their distribution system, the three primary manufacturers of the City's equipment, Ford, Cummins, and Detroit Diesel, have steadfastly refused to warranty any vehicles and equipment running the R100 fuels. The City has taken that liability on and absorbs any such repairs within their budgets. For context, the City has approximately 2000 light duty, heavy duty, and heavy pieces of equipment and replaces approximately 200 units every year. Their annual equipment management and servicing budget is \$5.1 M.

Staff have spoken to Ford's engineers with respect to the use of R100 in our 2019 diesel trucks and have been advised that any use of these fuels in our vehicles will void our warranties. Public Works Trucks have 60-month/100,000km warranties on the engines and powertrains. Notwithstanding the warranties, we were advised by Ford that "since these fuels have not been tested, we don't know how the engines will perform, how often the filters or gaskets will have to be changed, or how the fuels will affect any of the other countless components within the fuel system". Ford's engineers did advise that they have begun testing R100 fuels on 3 European models of their fleet – a passenger vehicle, a crossover, and a light delivery van but have drawn no conclusions as of yet. Light duty or heavy-duty pickup trucks have not been tested and there are currently no immediate plans to do so.

Staff have and continue to reach out to manufacturers of the Municipality's emergency generators but have not had any luck in determining if R100 fuels will be acceptable in them. The same applies to the 2018 F420 Caterpillar Backhoe, our bobcat loader, and mini excavator. Some of our equipment is beyond the warranty stage; however, use of untested fuels on these pieces of equipment is not without risk. Without manufacturer testing, we have no way of knowing what the impact of this fuel will be on gaskets, seals, internal engine components, fuel lines, filters, etc. Failure of any of these components could lead to serious damage to the engines and leave the Village without these critical units.

Despite R100 being environmentally benign, and a highly promising alternative to fossil diesel, heavy duty vehicles and diesel engine industries have not yet embraced use of R100 in their product. Given that R100 is chemically and structurally identical to conventional diesel, one would expect the industry to move quickly in this direction, particularly with the limited market-availability of electric trucks, and medium and heavy-duty vehicles. R100 might well be a key interim strategy for many organizations to reduce fuel source emissions related to their fleets until technological advancement in the electric vehicle industry develops further. The GHG



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

emissions from fleet usage of R100 are not carbon neutral; however, they appear to be lower than emissions from regular diesel. The primary benefit to the use of R100 fuels is that they are 90% less carbon intensive in that R100 fuels are produced from 100% renewable sources.

Without rigorous and extensive testing on engines, the risk of engine failure lies fully on the end-users' shoulders. Larger organizations may be able to absorb failures or malfunctions and countenance the loss of warranty protection; however, for a small municipality, this is not necessarily the case.

Council may elect to accept a modicum of risk by using R100 fuels in smaller, less expensive to replace equipment. The Fire Department uses a diesel-powered forklift to move derelict vehicles around in their training compound when conducting auto extraction training and Public Works uses a diesel-powered ride-on mowers for use in parks, boulevards, and the school field. Both these units could be trialed on the R100 fuels. Replacement costs for these units, in the event of an engine malfunction, are \$60,000 for the forklift and \$25,000 for the ride-on mower. Another factor to the scenario of using R100 fuels in some of our equipment is that a second storage and pumping facility would be required to hold the R100 fuels. There would be a civil construction cost to the installation of a second fuel pumping station that would need to be investigated and consideration could be given to waiting until the Public Works Yard moves to Brunswick Hill.

In speaking to Ford's engineering branch for Western Canada, staff were advised of the pending release of an electric version of their iconic F150 pickup truck and pointed to that as an alternative to the use of R100 fuels. One could surmise that this is the direction in which they are focused. Indeed, many manufacturers of trucks are moving in this direction, notably Tesla's release of an electric truck earlier this year and Rivian's RT1, a commercially available pickup truck with an entry price point of \$100,000.00. The viability of pursuing electric replacements for some of our equipment as it ages is one strategy that could be used to eliminate GHG's. An alternative option might be hydrogen fuel-cell technology for heavy-duty vehicles and equipment. JCB, for example, is in final testing of a hydrogen powered 20 tonne excavator – the x220. The company has already released an electric mini excavator, the 19C-1E, and a line of electric forklifts beginning with the launch of it's JCB 30-19E.

In closing, it should be noted that staff do look at purchasing equipment with an environmental green lens and have purchased electric grass trimmers, backpack blowers, and chain saws to replace our ICE units. Bear in mind that electric replacements to ICE powered equipment currently comes at a significant premium and while most of these electric counterparts work well enough, we have experienced issues with performance and efficiency with some electric



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

replacements. The backpack blower, as an example, does not perform as well as its ICE counterpart and jobs requiring its use take twice as long to complete compared to the ICE unit. A green lens is also applied when looking at larger equipment and, as an example, the Public Works decision to purchase a Caterpillar F420 Backhoe was driven, in part, by its Tier IV certification. The mandate of Tier IV emissions standard is to reduce the amount of NOx (nitrogen oxide), HC (hydrocarbons), and PM (particulate matter) produced and released into the atmosphere. Public Works will continue to apply a green lens on future purchases of equipment and will continue to research effective alternatives to ICE products as they emerge in the marketplace.

Desired Result:

- A. Ultimately, the reduction of our greenhouse gas emissions is a key strategic goal that is vital for us to do our part in the climate emergency we find ourselves in. Most municipalities have invested in developing a clearly defined plan with emission reduction targets and strategies to implement them for the short, medium, and long-term.
- B. Municipal vehicles and equipment are critical to our day-to-day operations, but more so for our response to emergencies (e.g., snow, ice and extreme weather, broken mains, blocking of our water intakes, and fire-rescue emergency response). Moving forward with a plan to replace these units requires detailed expert analysis that looks at peak demand requirements coupled with research into power capabilities and operating duration, and risk assessments.
- C. Planning scenarios for GHG reductions might well include alternatives to R100 including electric and hydrogen fuel cell technology for heavy duty fleet vehicles and equipment.

Options to Pursue Desired Result:

- (1) Engage experts in this field such as Hoa Cleantech, a firm who has worked with other municipalities to help decarbonize their fleet and equipment through reducing emissions. Staff could reach out to them to develop a budget for the 2022 budget year.
- (2) Direct staff in another manner not cited in this report.

Follow Up Action and Communication: Per Council direction.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Information Report		
Title	Renewable Diesel Fuel use by Works Yard.		
Author	Clara George	Reviewed By:	
Date	May 10, 2021	Version	
Issued for	Thursday, May 13, 2021 Climate Action Committee Meeting		

Attachments:

(1) Suncor REG Renewable Diesel Information Material

Background and Key Information:

The Village of Lions Bay currently has 2 Fuel tanks in the Kelvin Grove Work Yard.

1 x Gasoline = 1,240 L

1 x Diesel = 8,620 L

These tanks supply the fuel for all work trucks, and 5 machines that service the village and run off of Diesel fuel.

Typically, the tanks are re-filled 3 to 4 times a year.

Currently the Fuel is delivered by Super Save Fuels.

The City of Vancouver switched all of its vehicles to 100% renewable diesel as part of it’s Greenest City Goals.

<https://vancouver.ca/green-vancouver/green-fleets.aspx>

The Village of Lions Bay has access to Suncor’s 100% Renewable Diesel through the BC Buying Group of Municipalities. The fuel would be delivered by Coast Mountain Fuels in Langley.

Council Strategy or OCP Considerations:

Renewable Diesel is made completely from plant and animal by-products, and is not an extracted fossil fuel. The result is a synthetic product that behaves exactly like petroleum diesel.

The Carbon Intensity for petroleum diesel is 80g of CO2 per mega joule of energy produced.

The Carbon Intensity for Renewable diesel is 9g of CO2 per mega joule of energy produced.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

The emissions are believed to be the same, although as a cleaner fuel – it is also a more efficient fuel.

Financial Considerations:

I have reached out to Suncor, and they have provided a quote for Renewable Diesel which is Vancouver Rack Rate + \$0.65000 CPL + delivery rate (tbd) which would be would be \$0.6856 higher than the Petroleum (5% Biodiesel) Suncor rate through the same program.

They also provided a discounted gasoline rate of Vancouver Rack Rate - \$0.0306 CPL + delivery.

Assuming the costs for gasoline & regular through the BC Buying Group of Municipalities is the same as what we are paying to Super Save, the additional cost to the Village would be \$5,909.87 per delivery.

Follow Up Action:

- Review contract with Super Save Fuels to see costs, commitments etc.
- Look at potential rebates available to offset the additional costs.
- Look at Carbon Reduction potential for the Village by switching fuel.

Communication Plan:

- Add to Lions Bay Climate Action tab on website to show the Village's commitment to fuel impact reduction.
- Share with other jurisdictions to inspire climate action.

REG Renewable Diesel

Reduce emissions without sacrificing performance.

REG Renewable Diesel is an advanced biofuel that reduces greenhouse gas emissions while meeting the same ASTM D975 specification as petroleum diesel. It can be added to the existing pipeline system, making it easy to incorporate into the diesel stream.



Fuel Specifications

- ▶ Can be blended with biodiesel and petroleum diesel
- ▶ Blends can be used in any diesel engine without modifications
- ▶ Aids in self-ignition of fuel and allows for easier starting, smoother running engines and reliable operation because of increased Cetane



Fuel Benefits

- ▶ Included in the Energy Policy Act of 1992 (EPA) standards to meet a portion of the annual alternative fuel vehicle acquisition requirements
- ▶ Tested by the EPA and passes their Clean Air Health Effects testing requirements
- ▶ Qualifies for various state biofuel tax incentives



Analysis of REG Renewable Diesel

Property	REG Limit	D975 ULSD Limit	Units
Cloud Point	Report	Report	°C
Water & Sediment	0.05	0.05	% volume
Conductivity	25, min	25, min	pS/m
Flash Point	52, min	52, min	°C
Ramsbottom Carbon	0.35	0.35	% mass
Ash	0.01	0.01	% mass
Kinematic Viscosity (40° C)	1.9 – 4.1	1.9 – 4.1	mm ² /sec
Distillation Temperature at 90%	282 – 338	282 – 338	°C
Copper Corrosion	No. 1	No. 3	N/A
Sulfur	2	15	ppm
Aromaticity	2	35	% volume
Cetane Number	65, min	40, min	N/A



Safety Data Sheet (SDS)

ID: SDS 402-US

Section 1 – Identification

Product identifier	REG 9000 Renewable Diesel
Other means of identification	
Synonyms	REG - 9000™ / RHD, Renewable Diesel, Renewable Synthetic Diesel Fuel, Renewable Diesel Fuel, Bio-Derived Diesel, Biomass-Based Diesel, Diesel Fuel No. 2, R98.9 Diesel Fuel, odorless mineral spirits, paraffinic middle distillate, RD975, REG RDB5, hydrotreated esters and fatty acids, HEFA, HVO, HDRD, HRD, R99.9, RD, paraffinic middle distillate, RHD, Renewable Hydrocarbon Diesel, R100
Recommended use	Fuel for use in compression ignition engines, in other combustion applications, a solvent, or an industrial blendstock
Restrictions on use	Not intended for direct human consumption
Supplier information	REG Marketing & Logistics Group, LLC 416 S. Bell Ave Ames, IA 50010 (888) 734-8686
Emergency phone number	For Hazardous Materials [or Dangerous Goods] Incident, Spill, Leak, Fire, Exposure, or Accident call CHEMTREC Day or Night: Domestic: 1-800-424-9300 International: +1 703-741-5970

Section 2 – Hazard(s) Identification

Classification (in accordance with 29 CFR 1910.1200)

Hazard Class	Hazard Category	Route of Exposure
Skin Irritation	Category 2	Absorption / Dermal Contact
Eye Irritation	Category 2A	Absorption / Eye Contact
Aspiration Hazard	Category 1	Ingestion then aspiration
Flammable Liquid	Category 4	Physical Hazard

Signal word **DANGER**

Pictograms



Hazard Statements

H315 Causes skin irritation
 EUH066 Repeated contact may cause skin dryness or cracking
 H319 Causes serious eye irritation
 H304 May be fatal if swallowed and enters airways
 H227 Combustible liquid

Precautionary statements

Prevention

Wear appropriate protective gloves, protective garments, and eye protection. Avoid breathing mists and sprays. Wash all affected skin thoroughly after handling.

Keep container tightly closed. Keep away from heat, sparks, open flames, hot surfaces, and other potential ignition sources. Ground / bond container and receiving equipment and take precautionary measures against static discharge – including the use of non-sparking tools and explosion-proof equipment.



Safety Data Sheet (SDS)

ID: SDS 402-US

Response Do NOT induce vomiting. If swallowed: Immediately call a poison control center or physician.
 Take off contaminated clothing immediately and wash it before reuse. If on skin, wash thoroughly with soap and water. If skin irritation or rash occurs, get medical advice.
 If in eyes: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. If irritation persists: Get medical attention.
 In case of fire, use dry chemical or foam extinguisher – NOT water stream

Storage Store in a tightly closed container in a cool well-ventilated area.

Disposal Dispose of contents/container in accordance with local, state, and federal regulations.

Hazards not otherwise specified Static Accumulator (50 picosiemens or less). This product can accumulate static charge by flow or agitation, and a static discharge could cause this product to ignite.

Section 3 – Composition / Information on Ingredients

Basic components This product is a complex combination of hydrocarbons obtained by the hydrodeoxygenation and catalytic hydroisomerization of animal fats and vegetable oils followed by distillative fractionation. It consists mostly of branched and linear paraffins having carbon numbers ranging from C₉ to C₁₈.

Chemical Name	Common Name & Synonyms	CAS number	% of product
Fuels, diesel, C9-18-alkane branched & linear	Renewable Hydrocarbon Diesel, RHD, Renewable Diesel	1159170-26-9	93 – 100%
Fatty acids, C14-18 and C16-18-unsatd., Me esters	Methyl Esters	67762-26-9	< 5.5%
Petroleum fuel oil	Diesel Fuel	68476-30-2	< 1%
Diesel Oil C9-20	Fuels, Diesel	68334-30-5	< 1%

Section 4 – First-Aid Measures

First-aid measures for exposure

Inhalation If breathing difficulties develop, move victim away from source of exposure and into fresh air. Seek medical attention.

Skin Take off contaminated clothing immediately and wash it before reuse. If on skin, wash thoroughly with soap and water. If skin irritation or rash occurs, get medical advice.

Eyes Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. If irritation persists: Get medical attention.

Ingestion Aspiration Hazard: Do NOT induce vomiting. If swallowed: Immediately call a poison control center or physician.

Most important symptoms / effects

Acute Aspiration into the lungs can cause fatal chemical pneumonitis. If ingestion has occurred, assume there is a risk of aspiration into the lungs – especially if nausea or irritation occurs.

Delayed / Chronic Repeated exposure may cause dryness and cracking of the skin.



Safety Data Sheet (SDS)

ID: SDS 402-US

Indication of immediate medical attention	Aspiration into the lungs can cause fatal chemical pneumonitis. Treat symptomatically and supportively.
Special treatment needed, if necessary	No information available

Section 5 – Fire-Fighting Measures

Suitable extinguishing media	Firefighting foam, dry chemical, carbon dioxide, or other clean extinguishing agents (such as Halon or Halotron). Water mist may be effective for extinguishing soaked oily materials if applied by experienced fire-fighting personnel.
Unsuitable extinguishing media	Do not use a solid water stream, as it may scatter and spread the fire
Specific hazards arising from the chemical	Static accumulator (50 picosiemens or less), unless performance additive has been added to mitigate static accumulation. This product can accumulate static charge by flow or agitation, and a static discharge could cause this product to ignite. This product can be ignited by heat, sparks, flames, or other sources of ignition (e.g., static electricity, pilot lights, or mechanical/electrical equipment). Heated liquid can release vapors that may readily form flammable mixtures at or above its flash point. If container is not properly cooled, it can rupture in the heat of a fire.
Hazardous combustion products include	Carbon monoxide, carbon dioxide, nitrogen oxides, and hydrocarbons
Protective equipment and precautions for firefighters	Incipient stage fires may be controlled with a portable fire extinguisher. For fires beyond the incipient stage, evacuate all unnecessary personnel. Emergency responders in the immediate area should wear standard firefighting protective equipment, including self-contained breathing apparatus (SCBA) and full bunker gear. In case of external fires in proximity to storage containers, use water spray to keep containers cool, if it can be done safely. Prevent runoff from entering streams, sewers, storm drains, or drinking water supply.

Section 6 – Accidental Release Measures

Personal precautions, protective equipment, and emergency procedures	Keep all sources of ignition away from spill / release. The use of explosion-proof equipment is recommended. Wear protective garments, impervious oil resistant boots, protective nitrile gloves, and safety glasses. If product has been heated, wear appropriate thermal and chemical protective equipment. If splash is a risk, wear splash resistant goggles and face shield. Shut off source of spill, if safe to do so. Contain spill to the smallest area possible. Isolate immediate hazard area and remove all nonessential personnel. Prevent spilled product from entering streams, sewers, storm drains, unauthorized treatment drainage systems, and natural waterways. Place dikes far ahead of the spill for later recovery and disposal. Immediate cleanup of any spill is recommended. If material spills into or upon any navigable waters and causes a film or sheen on the surface of the water, immediately notify the National Response Center at 1-800-424-8802.
Methods for containment and clean-up	
Small spill / incidental release	Small spills can be cleaned up with absorbent inert media (oil dri, sand, or earth), or absorbent pads. Use soapy water or degreaser to remove oily residue from the affected area, then rinse area with water. Place saturated materials in an appropriate oily waste container (metal can with a metal lid or an enclosed oily waste dumpster), and dispose of according to local, state, and federal regulations.
Large spill / release	A spill remediation contractor with oil booms and skimmers may be needed for larger spills or spills that come into contact with a waterway or sensitive wetland. Recover as much product as possible by pumping it into totes or similar intermediate containers. Remove any remaining product with absorbent inert media (oil dri, sand, or earth), or absorbent pads. Use soapy water or degreaser to remove oily residue from the affected area, then rinse area with water. Place saturated materials in

Safety Data Sheet (SDS)

ID: SDS 402-US

an appropriate oily waste container (metal can with a metal lid or an enclosed oily waste dumpster), and dispose of according to local, state, and federal regulations.

Other information

Materials saturated with this product, such as oily rags, used oil dri, soaked insulation pads, etc., may spontaneously combust due to product decomposition in the presence of oxygen. Place all such materials into appropriate oily waste containers (such as metal cans with metal lids or oily waste dumpsters with lids), and dispose of according to local, state, and federal regulations.

Section 7 – Handling and Storage

Precautions for safe handling

Open container slowly to relieve any pressure. When transferring product, use pipes, hoses, and tanks that are electrically bonded and grounded to prevent the accumulation of static electricity. This product can accumulate static charge by flow or agitation, and a static discharge could cause ignition. Use explosion-proof electrical equipment (ventilation, lights, material handling, etc...). Wash thoroughly after handling and before eating, drinking or using toilet facilities. Do not wear contaminated clothing or shoes. Keep contaminated clothing away from sources of ignition such as sparks or open flames.

“Empty” containers can retain residue that may be ignitable. Do not pressurize, cut, weld, braze, solder, drill, grind, or expose such containers to heat, flame, sparks or other sources of ignition. All containers should be disposed of in an environmentally safe manner and in accordance with governmental regulations.

Conditions for safe storage, including incompatibilities

Use and store this material in cool, dry, well ventilated areas away from all sources of ignition. Storage tanks should have an appropriate ventilation and pressure relief system. Store only in approved containers, and keep them tightly closed. Keep away from strong oxidizing agents, strong reducing agents, strong acids, and strong bases. Open containers should be carefully resealed and kept upright to avoid leakage. Protect the container against physical damage.

Section 8 – Exposure Controls / Personal Protection

Precautions for safe handling

Component exposure limits

Component	CAS #	OSHA PEL	ACGIH TLV	Form	Weight %
Fuels, diesel, C ₉₋₁₈	1159170-26-9	None	None	Liquid, Vapor or Aerosol	98-100%
ULS Diesel	68476-30-2	None	100 mg/m ³ TWA	Vapor & Aerosol	<2%
Unsaturated methyl esters	67762-26-9	None	None	Liquid	<5.5%

Appropriate engineering controls

Keep product enclosed in primary containment (hoses, pipes, tanks, etc.) to avoid contact with skin. Handle in accordance with good industrial hygiene and safety practices.

The level of protection and types of controls necessary will vary depending upon potential exposure conditions. Select controls based on a risk assessment of local circumstances. Appropriate measures include: Use sealed systems as far as possible. Adequate ventilation to control airborne concentrations below the exposure guidelines/limits. Local exhaust ventilation is recommended. Eye



Safety Data Sheet (SDS)

ID: SDS 402-US

washes and showers should be available for emergency use. Firewater monitors and deluge systems are recommended. Always observe good personal hygiene measures, such as washing hands after handling the material and before eating, drinking, and/or smoking. Routinely wash work clothing and protective equipment to remove contaminants. Discard contaminated clothing and footwear that cannot be cleaned. Practice good housekeeping. Define procedures for safe handling and maintenance of controls. Educate and train workers in the hazards and control measures relevant to normal activities associated with this product. Ensure appropriate selection, testing and maintenance of equipment used to control exposure, e.g. personal protective equipment, local exhaust ventilation. Do not ingest. If swallowed then seek immediate medical assistance.

Hygiene measures

Wash hands, forearms and face thoroughly after handling chemical products, before eating, smoking and using the lavatory and at the end of the working period. Appropriate techniques should be used to remove potentially contaminated clothing. Wash contaminated clothing before reusing. Ensure that eyewash stations and safety showers are close to the workstation location.

Individual Protection Measures

Personal protective equipment

Eyes / face

Chemical splash goggles are recommended. However, if a local risk assessment determines that chemical splash goggles may not be required, safety glasses should be selected to provide adequate eye protection. If splash potential exists, add the use of a face shield.

Skin

Wear disposable nitrile gloves for incidental contact. For more substantial contact, wear thicker nitrile or other similar oil-resistant gloves. Wear protective garments, such as a chemical apron, chemical resistant coveralls, or chemical resistant coat and pants, along with impervious oil-resistant boots. Remove soaked protective equipment, decontaminate with soapy water, and rinse thoroughly before reuse. Note: product will cause natural rubbers to degrade at a very rapid rate. Such protective equipment will need to be carefully inspected after decontamination to see if it is still in serviceable condition. Any defective or worn out equipment should be immediately discarded.

Respiratory

No exposure limits are available for this product as a mixture, but appropriate organic vapor or supplied air respiratory protection may be worn if irritation or discomfort is experienced. Where required, respiratory protection must be provided and used in accordance with all local, state, and federal regulations.

Section 9 – Physical and Chemical Properties

Appearance - Physical State:	Liquid	Appearance - Color:	Clear to yellow/green tint (<i>May also be colored red – if sold for off road use</i>)
Odor:	Odorless to mild paraffin	Odor Threshold:	No information available
pH:	No information available	Melting/Freezing Point:	No information available
Boiling Point/Range:	150-315° C (300-600° F)	Flash Point:	>60° C (>140° F)
Evaporation Rate:	No information available	Flammability (solid/gas):	No information available
LFL:	0.6%	UFL:	4.7%
Vapor Pressure:	<0.3 mmHg @ 20° C	Vapor Density:	>1 (air=1)
Relative Density @ 15° C:	0.77 – 0.79 g/ml	VOC:	No information available
Solubility (H₂O):	Insoluble	Solubility (other):	No information available
Auto Ignition Temp.:	No information available	Decomposition Temp.:	No information available
Viscosity (at 40° C):	1.9 – 4.1 cP	Partition coefficient (n-octanol/water) :	No information available



Safety Data Sheet (SDS)

ID: SDS 402-US

Section 10 – Stability and Reactivity

Reactivity	When handled and stored appropriately, no dangerous reactions are known
Chemical stability	Stable in closed containers at room temperature under normal storage and handling conditions. Hazardous polymerization will not occur.
Possibility of hazardous reactions	When handled and stored appropriately, no dangerous reactions are known. If product is heated beyond its flash point, vapors can cause a flash fire. See Sections 5 and 6 regarding spontaneous combustion of product-saturated absorbent materials.
Conditions to avoid	Ignition sources, accumulation of static electricity, heating product to its flash point, or allowing the product to cool below its melting point (otherwise it may solidify and not be transferable until it is reheated).
Incompatible materials	Keep away from strong oxidizing agents, strong reducing agents, strong acids, and strong bases.
Hazardous decomposition products	Carbon monoxides, carbon dioxide, nitrogen oxides, hydrocarbons, water vapor

Section 11 – Toxicological Information

Likely routes of exposure	Absorption, ingestion, and inhalation
Symptoms	
Inhalation	Coughing or irritation (vapor, mist, or aerosols)
Ingestion	Nausea, vomiting, or feeling unwell
Skin contact	Redness, or irritation
Eye contact	Redness or irritation and tearing
Acute toxicity	
Oral	No information available
Dermal	No information available
Inhalation	No information available
Skin corrosion / irritation	No testing was available. However, prolonged or repeated skin contact may irritate the skin and produce dermatitis.
Serious eye damage / eye irritation	No testing was available. However, oil mist may irritate the eyes.
Sensitization (<i>Respiratory or Skin</i>)	No information available
Germ cell mutagenicity	No information available
Carcinogenicity	No information available
Component carcinogenicity	No information was available for the listed components of this product. However, IARC, NTP, and NIOSH list diesel exhaust particulates as a possible carcinogen.



Safety Data Sheet (SDS)

ID: SDS 402-US

Reproductive / developmental toxicity	No information available
Specific target organ toxicity	No information available
Single exposure	No information available
Repeated exposure	No information available
Aspiration hazard	Due to kinematic viscosity below 5.0 cSt, OSHA regulations state this product may be fatal if it is swallowed and then enters the airways.

Section 12 – Ecological Information





Acute ecotoxicity - short-term exposure	
Fish	No information available
Invertebrates	No information available
Algae	No information available
Persistence and degradability	Biodegradation at >44% (per ASTM D5864-05)
Bioaccumulative potential	No information available
Mobility in soil	No information available
Other adverse effects	No information available

Section 13 – Disposal Considerations

Disposal (<i>waste / unwanted product</i>)	If the material is spilled to soil or water, characteristic testing of the contaminated materials is recommended. Further, this material, once it becomes a waste, may be subject to the land disposal restrictions in 40 CFR 268.40 and may require treatment prior to disposal to meet specific standards. Consult federal, state and local regulations to ensure they are followed.
Disposal (<i>containers with residue</i>)	Container contents should be completely used and containers should be emptied prior to discarding. Containers must be disposed in compliance with federal, state, and local regulations. To assure proper disposal of empty containers, consult federal, state and local regulations and disposal authorities.

Safety Data Sheet (SDS)

Section 14 – Transport Information

	International	Domestic
ID Number	UN1202	NA1993
Proper Shipping Name	Diesel fuel	Combustible liquid, n.o.s. (Renewable Diesel)
Transport Hazard Class	3	Comb liq
Packing Group	III	III
Placard	Flammable Liquid	Flammable Liquid
Marine Pollutant	No	No
Transport in Bulk Requirements	242 (see 49 CFR §173.242)	241 (see 49 CFR §173.241)
Special Transportation Precautions	No information available	No information available
Special Note	This material may be reclassified as a combustible liquid (49 CFR 173.120(b))	
Shipping Label		
Placard (Shipment by truck or rail in bulk)		

Section 15 – Regulatory Information

Inventory Listings

DSL Listed Exempt
 TSCA Listed Exempt

U.S. Federal Regulations

CERCLA: This material, as supplied, does contain some substances regulated as hazardous substances under the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) (40 CFR 302) or the Superfund Amendments and Reauthorization Act (SARA) (40 CFR 355). Although there is a “petroleum exclusion” clause which exempts crude oil (along with fractions of crude oil and products – both finished and intermediate) from the CERCLA 103 reporting requirements, there may be specific reporting requirements at the local, regional, or state level pertaining to releases of this material.

Clean Water Act: This product contains chemical(s) regulated as pollutants pursuant to the Clean Water Act (40 CFR 122.21 and 40 CFR 122.42):


SARA 311/312 Hazard Categories:

Hazard Class	Hazard Category
Skin Irritation	Category 2
Eye Irritation	Category 2A
Aspiration Hazard	Category 1
Flammable Liquid	Category 4

Safety Data Sheet (SDS)

U.S. State Regulations

California Proposition 65:

 This product can expose you to chemicals including [name of one or more chemicals], which is [are] known to the State of California to cause cancer. For more information go to www.P65Warnings.ca.gov

Fuels, diesel, No 2 (diesel engine exhaust is listed as a possible carcinogen)

U.S. State Right-to-Know Regulations:

New Jersey <i>Component</i>	US New Jersey Worker and Community Right-to-know Act (New Jersey Statute Annotated Section 34:5A-5) <i>CAS Number</i>
Fuels, diesel, No 2	68476-34-8
Pennsylvania <i>Component</i>	US Pennsylvania Worker and Community Right-to-know Law (34 PA. Code Chap. 301-323) <i>CAS Number</i>
Fuels, diesel, No 2	68476-34-8

Section 16 – Other Information

Issuing Date: Jan 20, 2014

Revision Date: March 9, 2020

Version #: 20200309

NFPA:

1	Health
2	Flammability
0	Reactivity

Revision Note: Modified the CAS number for methyl esters in Section 3.

WARNING: POTENTIALLY HAZARDOUS MATERIAL. IMPROPER USE OR MISHANDLING CAN RESULT IN SERIOUS INJURY OR DEATH. THIS PRODUCT CONTAINS SUBSTANCES WHICH, IF MODIFIED, MAY BE FLAMABLE AND MAY BURN OR EXPLODE IF HEATED OR EXPOSED TO FLAME OR OTHER IGNITION SOURCE OR WATER, OXIDIZING AGENTS, ACIDS OR OTHER CHEMICALS. AVOID INGESTION, INHALATION AND CONTACT WITH SKIN AND EYES.

Disclaimer:

The information provided on this SDS is correct to the best of our knowledge, information and belief at the date of its publication. The information given is designed only as a guide for safe handling, use, processing, storage, transportation, disposal and release and is not to be considered as a warranty or quality specification. The information relates only to the specific material designated and may not be valid for such material used in combination with any other material or in any process, unless specified in the text.

End of SDS

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Information Report		
Title	Emergency Program Status Update		
Author	Robert Whitney	Reviewed By:	Peter DeJong
Date	November 25, 2021	Version	
Issued for	November 30, 2021		

Recommendation:

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

Attachments:

N/A

Key Information:

For the purpose of updating Council in their strategic planning on the progress of the Emergency Program this report contains a list of current projects, a summary of the projects undertaken by the Emergency Program and some suggestions for future direction.

Current focus prior to completion of contact

Before the completion of my tenure with the Village of Lions Bay Emergency Program, these projects are receiving attention to attempt to bring them as close as possible to completion.

1. Evacuation Annex – The existing evacuation Annex is being updated to incorporate suggestions and comments from the Emergency Program Committee and the CAO. There are two things that must be noted about this document:
 - a) This is not an Evacuation Plan; it is the blueprint to create an evacuation plan for specific situations and provides direction for what steps need to be taken during an evacuation. A plan cannot be created before you know what event you are evacuating for. Therefore, the evacuation plan will be created in the EOC based on the specific event and variables related to the event (i.e., what is happening, what is the impact on the Village, what is the impact around the Village, what routes are available, what time of year it is, etc.) The Evacuation Annex is essentially a pre-planning document to assist with determination of the expected variables in an event so that an Evacuation Plan can be quickly formulated and implemented in an event.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

- 2) This document can never be considered “Done”; it is a living document to be constantly reassessed through testing during exercises and drills and after actual evacuations. It’s expected that after every event or test the document will be able to be refined or modified as gaps and new information are found or situations change. This document should be reviewed and reassessed annually at the very least.
2. Staff training for EOC set up – I will be meeting with staff in early December to demonstrate and practice how to set up and take down the EOC equipment. The training will be reinforced with a small scale EOC exercise.
 3. EOC Volunteer Group – There are currently four volunteers for the EOC volunteer group who have all undergone an introductory course in EOC operations provided by Mike Andrews (Deputy Director, NSEM) and myself. Two of the members of this group have also either previously obtained, or recently completed, training in Incident Command Systems. Before the end of my tenure I am hoping to go through a session to demonstrate and practice the setting up and taking down of the EOC in its temporary location within the Village offices.
 4. ESS Volunteer Group – Several new volunteers had indicated an interest in volunteering with the ESS team. All these individuals were provided direction to complete free online training through the Justice Institute of BC. One member has indicated that she has completed all four courses. All of the interested volunteers were invited to the most recent ESS online meeting with several attending and assisting with the movement of the ESS materials out of the Klatt Building prior to renovations. One person has previously expressed an interest in taking on the role of ESS Director and has signed up to take the ESSD course offered by the JIBC when the opportunity was presented. To keep the ESS team running it will be important to have someone in the ESSD role to provide direction to the team and provide an interface with the Emergency Program. This is the largest issue facing the ESS team, and I feel that if there is someone in the ESSD role many of the other issues (direction, training priorities, engagement) will be resolved.

Review of projects undertaken during tenure

During my tenure with the Village of Lions Bay Emergency Program, the following projects were undertaken:



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

1. Brought the Lions Bay Emergency Program into legislative compliance. This was accomplished with the creation of an updated Emergency Plan and the approved Annexes to deal with EOC and ESS activations.
2. Applied for and obtained numerous grants through UBCM for 2020 that allowed for the creation of a new Community Wildfire Protection Plan (currently undergoing review by UBCM and BC Wildfire Service), purchase of new computers and equipment for the EOC, and the purchase of computers and tablets to allow the ESS team to undertake the EMBC-recommended ESS modernization.
3. Developed a plan for a portable EOC that is designed to allow for quick and easy set up and take down. All of the equipment is portable and can be stored in Pelican cases for safe and easy transport if relocation is required.
4. Applied for and obtained a UBCM grant for 2021 to allow for the Firesmartering of water system Critical Infrastructure. This project has gone out to RFP for an arborist to complete the work and will be completed early in the new year.
5. Worked to strengthen strategic ties to neighbouring communities by partaking in the Sea to Sky Emergency Managers group.
6. During the first year of the COVID-19 pandemic I was responsible for the operation of a remote EOC for over six months. In the early part of the operation this often required daily check in calls with EMBC, data surveillance and processing.
7. Creation of a Pandemic Annex. This is written and was submitted for CAO approval.
8. Creation of a Recovery Annex. This annex has been drafted and is undergoing staff review (stalled due to COVID and Evacuation Annex taking priority).
9. Increased the number of subscribers to the LBAalert system to a reasonable level through communication and system testing. While a 100% subscriber rate is always desired, it should be understood that no voluntary Emergency Notification System achieves a 100% subscriber rate. Often communities see spikes in subscribers after emergencies.
10. Increased awareness of the community to the Emergency Program through articles and information presented in the Village Update.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

11. Participated in a large scale joint Multi-Modal Evacuation exercise hosted by North Shore Emergency Management (Exercise Annona – October 2019) to help strengthen strategic partnerships with NSEM.

Suggestions for future direction

Disaster Debris Management Plan Updates and Exercise – This is a project that the Integrated Partnership for Regional Emergency Management in Metro Vancouver (IPREM) is engaged in but which has been delayed due to COVID. After the last round of discussions and exercises, it was found that discussions with neighbouring communities about exploring the possibilities of MOUs regarding debris storage sites should be undertaken.

Training and Exercise Updates – Staff and volunteers should continue to take advantage of courses offered by the JIBC and EMBC to increase their knowledge and skills related to Emergency Management. Small scale exercises should be conducted on an annual basis to allow staff to practice emergency events; this is something that I was planning on however the plans were shelved with the COVID-19 pandemic due to lack of time and resources.

Business Continuity Plan – This plan should be developed and will require participation and assistance from others in the office and will be a substantial undertaking. Lessons learned from the COVID-19 pandemic will be invaluable in the creation of this plan.

Emergency Communication Annex – Due to the low number of volunteers with any experience in emergency radio communications an annex should be created to provide basic instruction in the setup and use of the emergency radio system.

Emergency Plan and documents review – This is a project that should be undertaken annually by the Emergency Program Committee to identify potential amendments to the plan and annexes.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Information Report		
Title	Increasing Public Engagement and Communications		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	November 25, 2021	Version	
Issued for	December 1, 2021 Council Strategic Planning Session		

Recommendation:

THAT Council direct staff to purchase and implement the EngagementHQ (Bang the Table) platform to enhance citizen engagement through integration with the Village of Lions Bay Website at a cost of \$5,000 (\$2,500 (Year 1) plus \$2,500 Standard Onboarding) for the first year and an ongoing annual cost of \$2,500 + CPI.

Attachments:

- (1) Bang the Table Pricing and Deliverables
- (2) Info on Bang the Table
- (3) Results from the Communication Survey

Key Information:

It is one of Council’s Strategic Priorities to enhance public engagement and communications in Lions Bay.

At the March 30, 2021 Council Strategy Committee meeting, Council discussed communications and provided input on a feedback survey and directed staff to implement the survey. The results are attached to this report.

Survey results show that respondents are interested in receiving concise information regarding many governance and operational matters and noted that the main form of receiving information is through online channels. The resulting impacts from the pandemic has also increased online activity and dependence.

In addition to residents requesting information, Committee members and residents have also increased demand in wanting to provide and seek information in a manner that our current



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

online platforms do not support, including Constant Contact. While the website is a primary source of information, the back-end design is fixed and limits the requests for design that are in line with the rapidly advancing Graphical User Interface and User Experiences that many people have become accustomed to through apps and websites that are more costly. People assume that we have the same capabilities.

Normally, online platforms are updated every five years to stay current with the rapidly evolving technologies. Normally, municipalities have an Information Technology Department that can maintain and program such platforms and in-house staff that design the user experience, based on feedback. However, due to the lack of such support in Lions Bay, staff presented a packaged solution at the April 13, 2021 regular Council meeting: Bang the Table.

For reference, Lions Bay's website is beyond five years old and the current costs of developing an updated platform would be in the range of \$15,000 - \$30,000.

Bang the Table platform is an online engagement tool that would be integrated with the www.lionsbay.ca website. Bang the Table enhances public participation by providing opportunities to learn about and contribute to Village projects via technology and to enhance two-way communication. It provides capacity and support for focused consultation with a range of feedback tools, including surveys. The attached Prospectus provides an overview of the platform. Bang the Table is ISO 27001 Certified with servers hosted in Canada. The data would be owned by the Village of Lions Bay - not Bang the Table.

Bang the Table also features a live monitoring feature that can either be turned off or on. There is a policy to determine what is acceptable, which is in line with what current media platforms depend on and was developed from extensive experience in local government consultation. This criterion revolves around maintaining comments that are relevant to the information and deletes comments that contain profanity, abuse, or are inflammatory in nature. Moderation happens in consultation with staff.

Any contacts currently within Constant Contact can be migrated within the platform, a preferable choice since information stored at Constant Contact is not within Canada, a requirement to meeting FOIPPA regulations. The staff time to implement communications regarding projects is the equivalent of staff time which would be required otherwise to communicate efficiently on upcoming or ongoing projects. Bang the Table offers an easy-to-



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

use and accessible interface that is in line with how current platforms operate and would be even more accessible to all staff to use (as opposed to requiring staff to learn programming code or more complex platforms).

In addition, consideration should be provided to the increasing dependency on technology due to the changing nature of work and impacts from major events. This will likely increase the need for hardware and software, including Software as a Service and Cloud Computing, and as a result, security, which is already a major factor in communities. This will require budget considerations and evolving requirements for current software to maintain efficient communication and service deliveries. While the current provider (Sea to Sky) maintains digital security in Lions Bay, other platforms may be required in the future as the Village has already noted through the dependency on Zoom for Council meeting delivery.

Financial Considerations:

The cost for the online platform is \$5,000 for the first year, which includes the \$2,500 on boarding fee. This on boarding fee provides two 90-minute and one 60-minute sessions to set up, have consultation on, and ensure the set up and launch of the platform. Annually, Bang the Table license costs \$2,500 and this includes live monitoring from Bang the Table staff, of online comments, according to their policy. Currently, the Village pays \$607 annually for Constant Contact, in which the only ability is for e-newsletters. Bang the Table also has an e-newsletter feature.

Follow Up Action: Upon Council direction, staff will enter into an agreement with EngagementHQ/Bang the Table to begin the process for implementing the online platform.

Grow and foster meaningful online interactions with your community using the most powerful online engagement platform on the market. First launched more than 10 years ago, EngagementHQ has helped more than **750 organisations** to engage with well over **9 million** people globally.

Excellence in action

Meet your strategic objectives with features designed specifically for community engagement.

ENGAGE THROUGH EDUCATION

EngagementHQ makes it easier to provide information and communicate your perspective.

ENCOURAGE LISTENING

EngagementHQ provides the tools you need to host and encourage conversations and interaction.

IMPROVE YOUR DECISION-MAKING

EngagementHQ generates actionable insights that help you evaluate and shape future projects.

MANAGE YOUR RELATIONSHIPS

EngagementHQ helps you establish trust and build a genuine, ongoing connection with your community.

Mix and match precisely the right online tools for your community engagement objectives.

OPEN ENVIRONMENT

Participants can engage with each other. Comments, images and ideas are visible to the community

MIXED ENVIRONMENT

Participants can see others' contributions. However, there is little peer-to-peer interaction. Some data is public, other data is admin-only.

CONTROLLED ENVIRONMENT

Participants cannot engage with each other. Data is stored in the backend, accessible by admin.



FORUMS



IDEAS



PLACES



STORIES



GUEST BOOK



Q&A



POLLS



SURVEYS

Take the lead

Advance your projects with features designed to give you control, visibility, and flexibility.

MAKE MEANINGFUL CONNECTIONS

Manage relationships with your community simply and effectively with:

- Customisable login and registration requirements based on three, unique access levels.
- User profile tagging, grouping, sorting, and filtering capabilities.
- Assignable visibility tiers allow admins to control user access and participation.

EXECUTE SUCCESSFUL PROJECTS

Guide visitors through your content and track progress with numerous features including:

- News Feed – Publish project news and updates, offer educational resources, or list and organise individual projects.
- Documents, Photo & Video Libraries – Link to custom galleries and documents to help your community deep-dive into project components.
- Key Dates and Follow Project – Encourage your community to register and/or subscribe to the initiative.

DATA TO DRIVE OUTCOMES

Built-in custom reporting, analytics and analysis tools help you:

- View – See user activity, demographics, project and site summaries.
- Report – Compile and sort data in standard or custom sets, showcase insights with charts and graphs, and export in a wide range of formats.
- Analyse – Measure trends and sentiment in comments across all online tools for deeper analysis and better decision making.
- Evaluate – Compare outcomes individually and across projects, leverage our proven performance assessment framework, and integrate with external analytics packages.

BE SAFE AND COMPLIANT

Protect your community's information and privacy right out of the box.

ISO 27001 AND WCAG 2.0

EXECUTE SUCCESSFUL PROJECTS

EngagementHQ has passed all external audits for ISO 27001 and is compliant with version 2.0 of the Web Content Accessibility Guidelines to Level AA standards.

GDPR

Achieve compliance with General Data Protection Regulation using consent points, anonymized data storage, Data Processing Agreements (DPAs), and participant-controlled preferences.

DATA PROTECTION AND SECURITY

EngagementHQ is hosted on security-rich Amazon Web Services (AWS). We also offer role-based access controls with integrations available to prevent data theft and misuse.

A WEALTH OF RESOURCES

Be more strategic, confident, and effective as an engagement professional by taking advantage of EngagementHQ resources, included with every EngagementHQ license.

TRAINING & SUPPORT

- In-app chat support
- Knowledge library
- Self-directed learning video library
- Integrated in-app onboarding tutorials
- Regular project administrator webinars

STRATEGIC MENTORING

- Dedicated account management
- Best practice webinar series
- Best practice newsletter & blog
- Personalized online training session
- Personalized strategic planning session
- Quarterly strategic mentoring sessions

To learn more, visit our website: bangthetable.com

Improve Development Review with EngagementHQ



An effective development review process is predictable, efficient, and transparent; however, without meaningful public involvement, no development review process will achieve its primary goal of ensuring that development adds value to the community.

The impact on staff resources is one challenge that prevents many communities from implementing a robust public involvement effort as part of development review, yet, without the effort, staff are still faced with collecting, understanding, and reporting back the ideas, as well as criticisms, received from the public.

EngagementHQ (EHQ), an online public engagement platform from Bang the Table, includes a suite of information sharing and feedback tools that support planning and development teams to efficiently:

- Make project information available to the public in a secure and accessible online location
- Provide opportunities for participants to ask questions, join an online discussion, and/or leave feedback
- Utilize AI and other advanced tools for reporting and informed decision-making

EngagementHQ improves accessibility and inclusivity by supporting multilingual communities and through the use of rich media and SMS to ensure all members of the public are aware of and have the opportunity to participate in the process.

Open environment

Participants can engage with each other. Comments, images and ideas are visible to the community.

Mixed environment

Participants can see other contributions. However, there is little peer-to-peer interaction. Some data may be visible to the public, other data is just accessible by admin.

Controlled environment

Participants cannot engage with each other. Data is stored in the backend and only accessible by admin.



DEPLOYMENT OF ENGAGEMENTHQ IS QUICK AND EASY

Step 1. Collect information (i.e. public notice, applicants submittal, technical reports, community images, logo, etc.) for current development review projects.

Step 2. Collaborate with your dedicated Engagement Manager to design and launch your EngagementHQ Development Review site, complete with custom URL.

Step 3. Invite your community to participate in all stages of development from concept to construction.

Step 4. Build trust in your process through continued engagement, inclusive decision-making and reporting.

EngagementHQ is an easy-to-implement solution that works with your existing processes, tools, and systems to save staff resources, while also saving your constituents time and effort in order to facilitate community-informed decision-making and co-design.

WHAT'S INCLUDED

- Annual [EngagementHQ](#) SaaS Subscription - unlimited development review projects
- 2 Site Administrators / 10 Project Administrators
- EngagementHQ's [Project Finder](#) add-on for website integration
- [EngagementHQ](#) Essentials Support
 - Regular progress check-ins
 - 24/5 online helpdesk resources
 - 24/7 Moderation
- Standard Onboarding
 - Kick-off meeting
 - Site scoping session
 - Software training
 - Pre-launch quality assurance and testing

Please see the Bang the Table [Prospectus](#) for more information

COST

- \$7,500/year (Must sign before December 31st, 2020)

FREQUENTLY ASKED QUESTIONS

These projects are already on our website, won't this cause confusion and duplicate effort?

Our solution includes '[Project Finder](#)', a new integration that allows you to share and display engagement projects on any website you choose. Project Finder creates a visual display of your engagement projects directly on your community's website and helps ensure the information you display about development projects are always up-to-date for participants.

Can't we use social media to receive comments?

Social media applications are great [distribution tools](#) to encourage participants to visit your site; however, they do not promote meaningful project dialogue and lack risk protection such as 3rd party moderation based on topicality and civility. Analysing and reporting on feedback received via social media also presents challenges that are addressed by an EngagementHQ site.

How will an EngagementHQ site make our current process more inclusive?

If your current development review engagement process is [limited to posted/mailed notice](#) and providing basic project information online, an EngagementHQ site will provide additional options and flexibility for the public to be involved at a time, place, and language that they are comfortable. The provision of additional options for getting involved, including via SMS, as well as making it easy to follow and participate in the development review processes, is proven to increase participation.

Does this replace face-to-face engagement?

That's up to you! EngagementHQ can be used as a stand alone 1-stop-shop for engagement or in combination with in-person consultations. In any scenario, EngagementHQ supports the process by streamlining analysis and keeping participants informed throughout the life of a project. Any public comments received (face-to-face or digital) can easily be added to the system to centralize [reporting](#) and feedback.

How does EngagementHQ support involvement of disabled community members?

We take accessibility very serious and besides complying with [WCAG 2.1 standards](#), we try to find innovative ways to make EHQ even more accessible. As part of our regular EngagementHQ maintenance we check that all elements and features are accessible to visitors who cannot use a mouse because of visual impairment or physical disability.

What risk protection is in place?

We have successfully passed external audits for ISO 27001, a global standard for information [security management](#), and take the protection of your information and the information of your community seriously. We are committed to complying with relevant standards in all of the jurisdictions in which we do business and have implemented industry best practices and policies to support this commitment.

Additionally, public facing comments are independently moderated 24/7 by Bang the Table based on topicality and civility which ensures feedback is kept on topic and respectful. See our [Moderation Policy](#) and [Privacy Policy](#).

What staff resources are required?

The creation of your EngagementHQ development review site will be 100% supported by our team of professionals as part of your onboarding. Your dedicated Practice Lead will work with your Site Administrator(s) to establish your basic project template and then populate the site with up to five initial projects. Moving forward, staff resource needs will be defined by your tool selection, engagement goals, and interest from your community. Additional and ongoing support via EngagementIQ packages are also available.

Where can I learn more?

Contact Michelle Stephens, AICP at michelle@bangthetable.com | 303-525-5155.

RESOURCES

[Improve your development review process by improving public engagement](#)

In the above blog post, Michelle Stephens, AICP, shares municipal examples and demonstrates how taking the public comment component of the process online can:

- Free up internal resources
- Improve decision making through better data and analysis
- Deliver inclusive public comment opportunities
- Build trust with the community through transparency

Watch



Site Examples

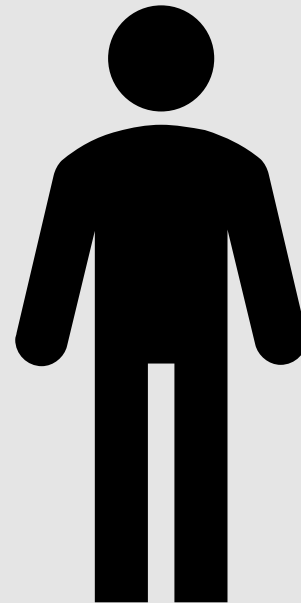
- [EHQ4 Development Review](#)
- [Golden, Colorado](#)
- [Edina, Minnesota](#)
- [Austin, Texas](#)



Lions Bay Communication Survey Results

2021

2021 Lions Bay Communication Survey Results

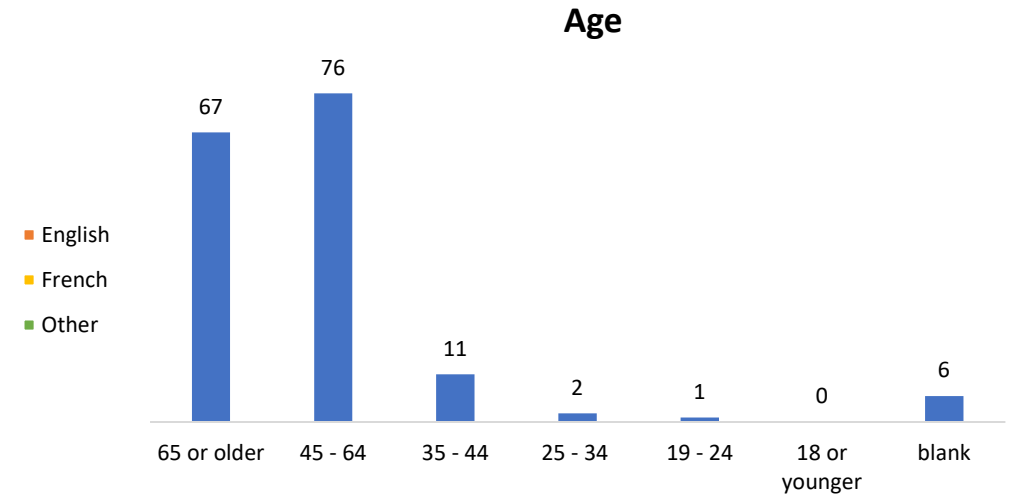
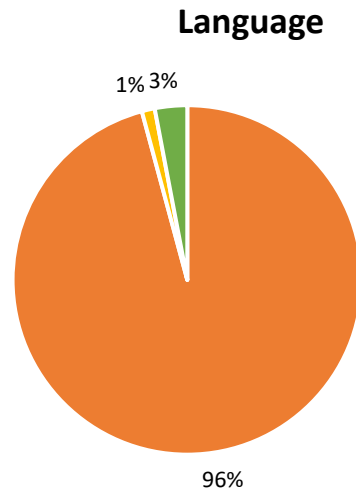
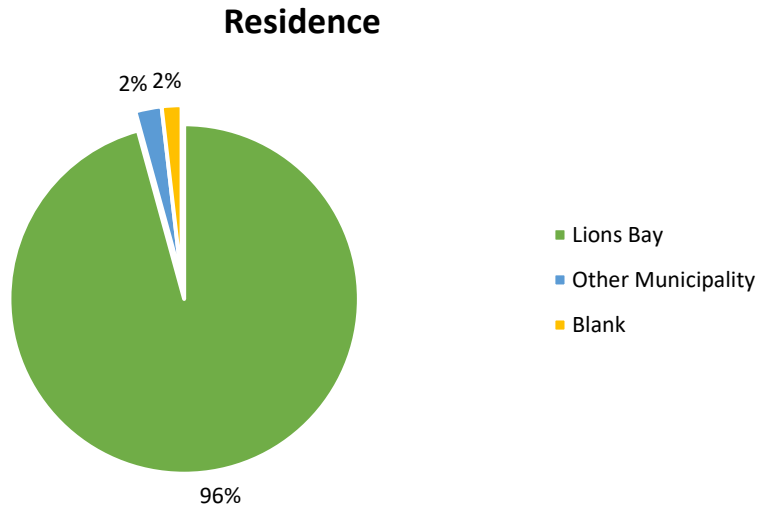


- The Lions Bay Communication Survey was implemented at the end of May 2021 and respondents were given until early July 2021 to complete the surveys. The survey was available online and mailed out with the tax notices.

- A total of 164 people responded to the survey of which, 34 people (~21%) submitted a paper survey.

- 61% of respondents completed the survey in the first two weeks.

2021 Lions Bay Communication Survey Results



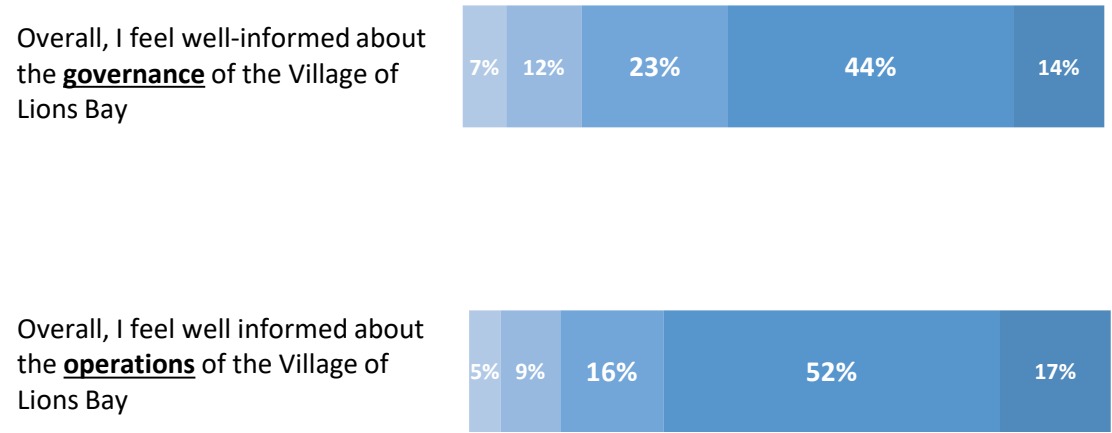
Most respondents currently reside in Lions Bay speak English and were aged 45 and older (87%).

Other languages spoken were French, Spanish, German, Polish and Farsi. However, this accounted for only 3% of respondents.

2021 Lions Bay Communication Survey Results

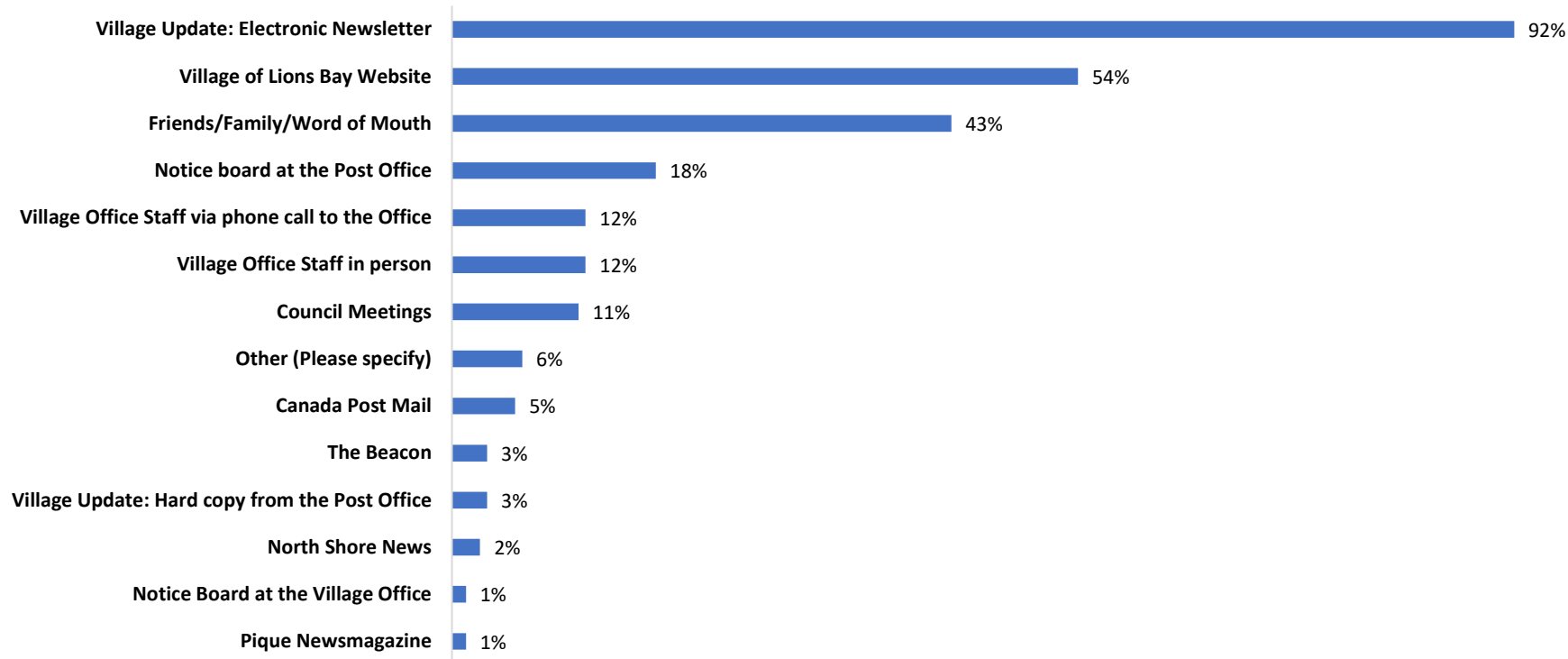
Many respondents felt well-informed about both the governance of the Village (58%) and the operations of the Village (69%). However, more people felt more informed about the operations than governance with a notable percentage (23%) neither agreeing or disagreeing and 12% disagreeing regarding information on governance. This indicates that an improvement can be made regarding information on governance matters.

■ Strongly Disagree
 ■ Disagree
 ■ Neutral
 ■ Agree
 ■ Strongly Agree



2021 Lions Bay Communication Survey Results

Which of the following sources do you use to receive your information about the Village of Lions Bay Municipality?

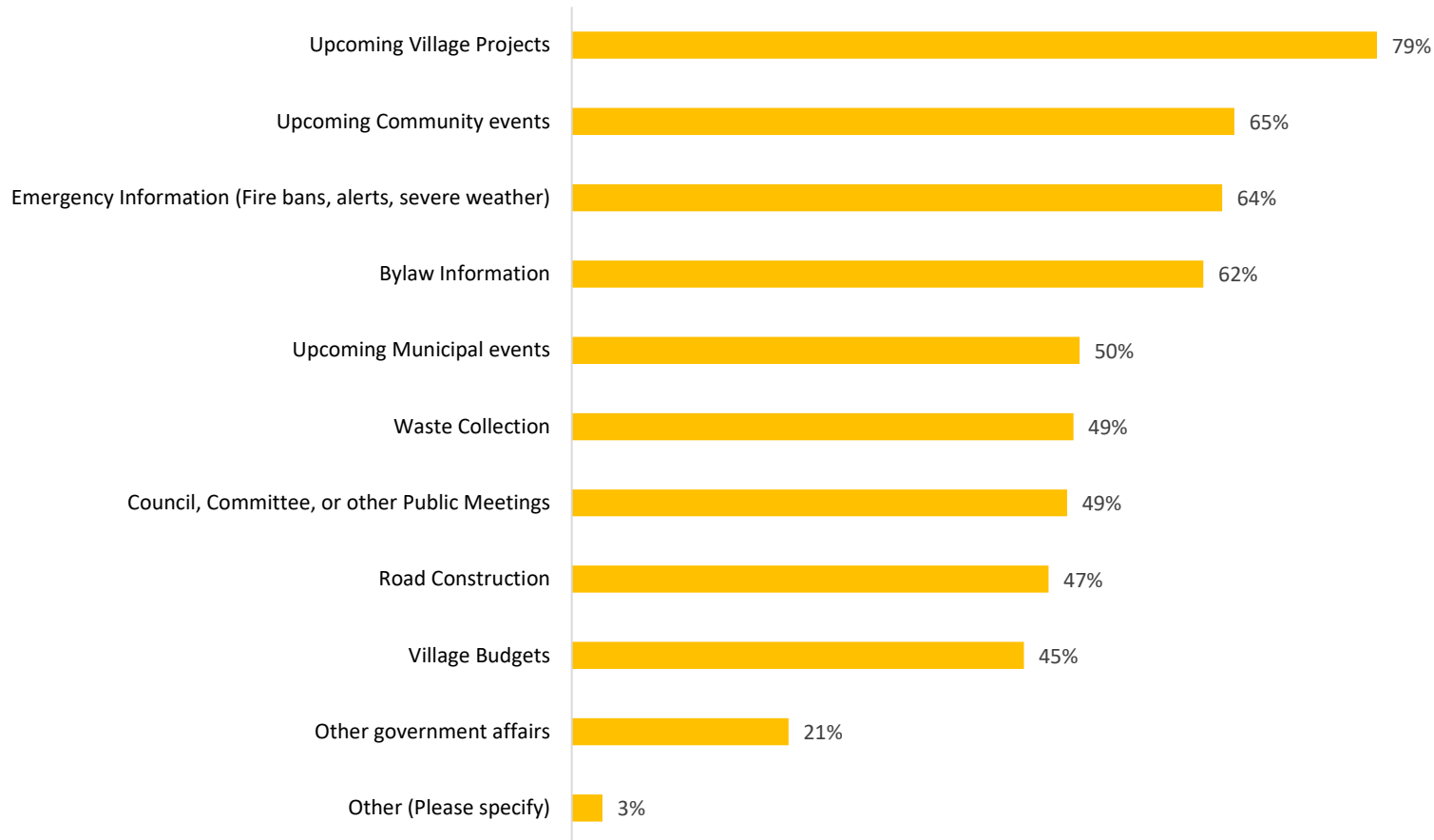


Most people receive their information about the municipality through the Village Update: Electronic Newsletter (92%). The website is also used (54%) and there is a strong number of respondent who rely on friends, family and word of mouth (43%). Other sources did not have a high percentage of use; however, key visitation areas (post office, office and Council meetings) remain sources to gather information.

6% of respondents indicated “Other” sources of information and this was mainly through the Lions Bay Neighbours Facebook Group.

2021 Lions Bay Communication Survey Results

Please indicate how interested you are in hearing more about the following:



All areas of municipal affairs scored highly on interest with Upcoming Village Projects being identified as the most interested (79%) and Other government affairs scoring the lowest (21%).

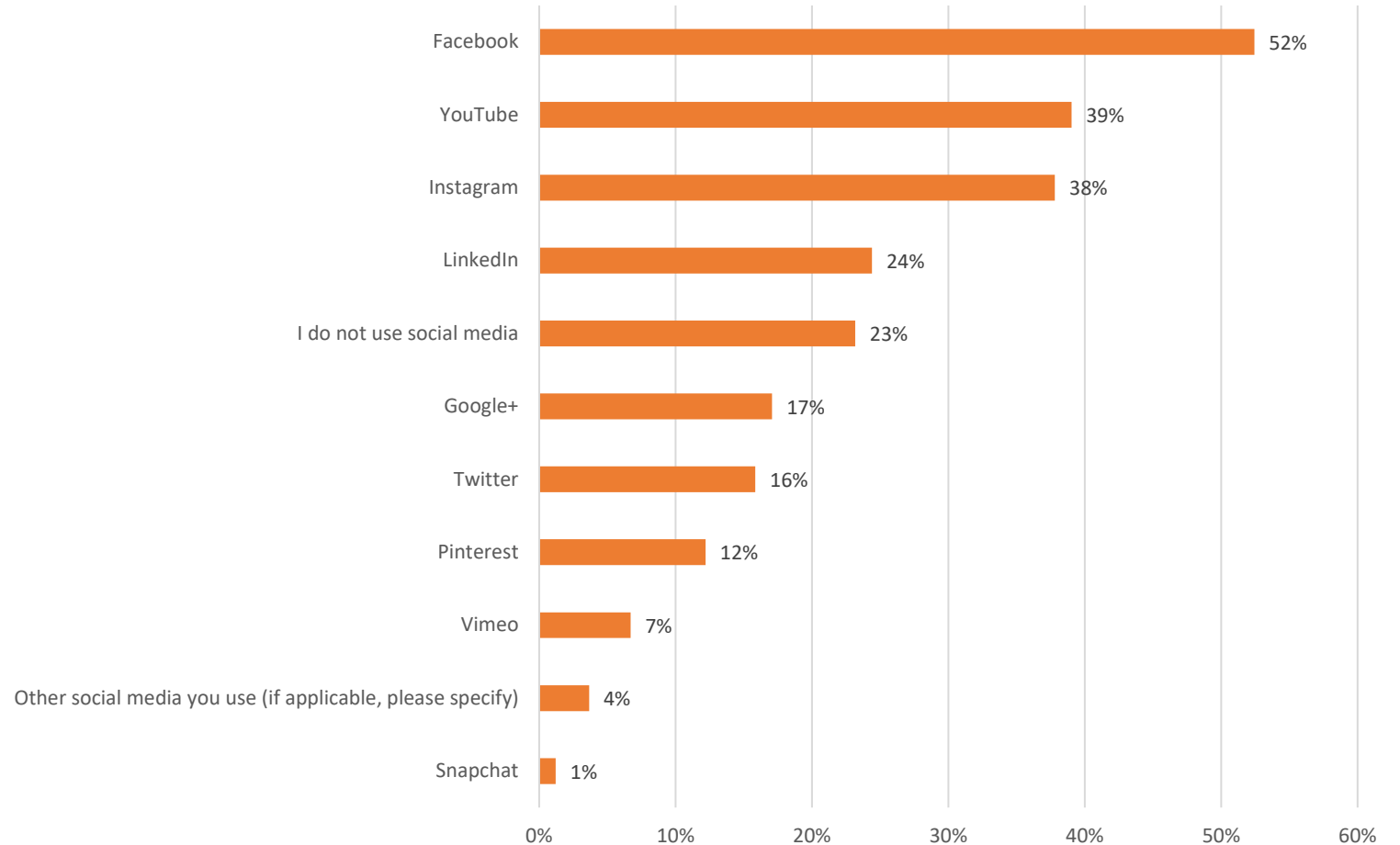
Responses to the “Other” category can be read in the Appendix (question 7).

2021 Lions Bay Communication Survey Results

This question was asked to determine where residents were at in terms of types of social media platforms they are currently using with 23% of respondents indicating that they do not use social media.

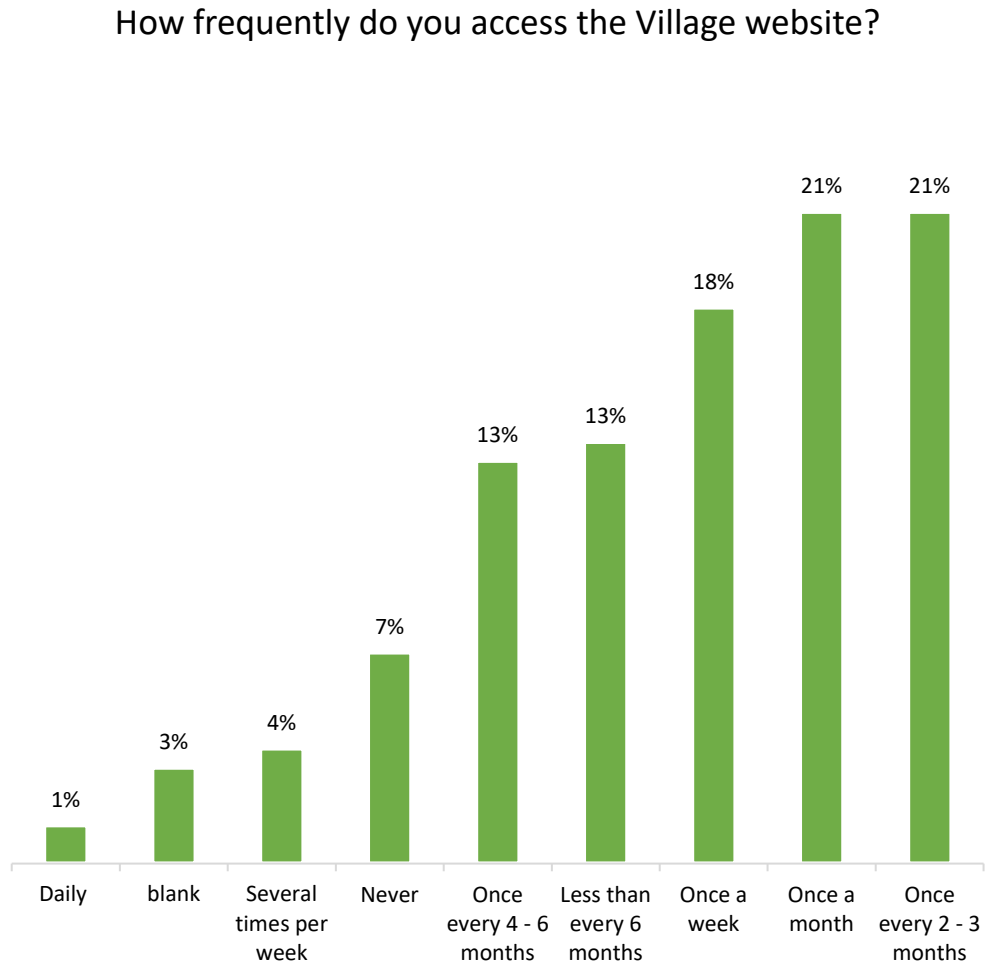
Currently, Lions Bay has a YouTube account where the Council recordings, Public Works videos (if any) and Community videos from supported organizations are uploaded. There are 58 subscribers. Capacity is limited to manage other social media channels; however, community members have indicated that they receive their information through the Lions Bay Neighbours Facebook page, which may be an opportunity to add information from the municipality by asking the administrators to share the Village Update.

What types of social media do you use?



2021 Lions Bay Communication Survey Results

How frequently do you access the Village website?



Legend: Strongly Disagree, Disagree, Neutral, Agree, Strongly Agree

I can typically find what I am looking for on the Village website



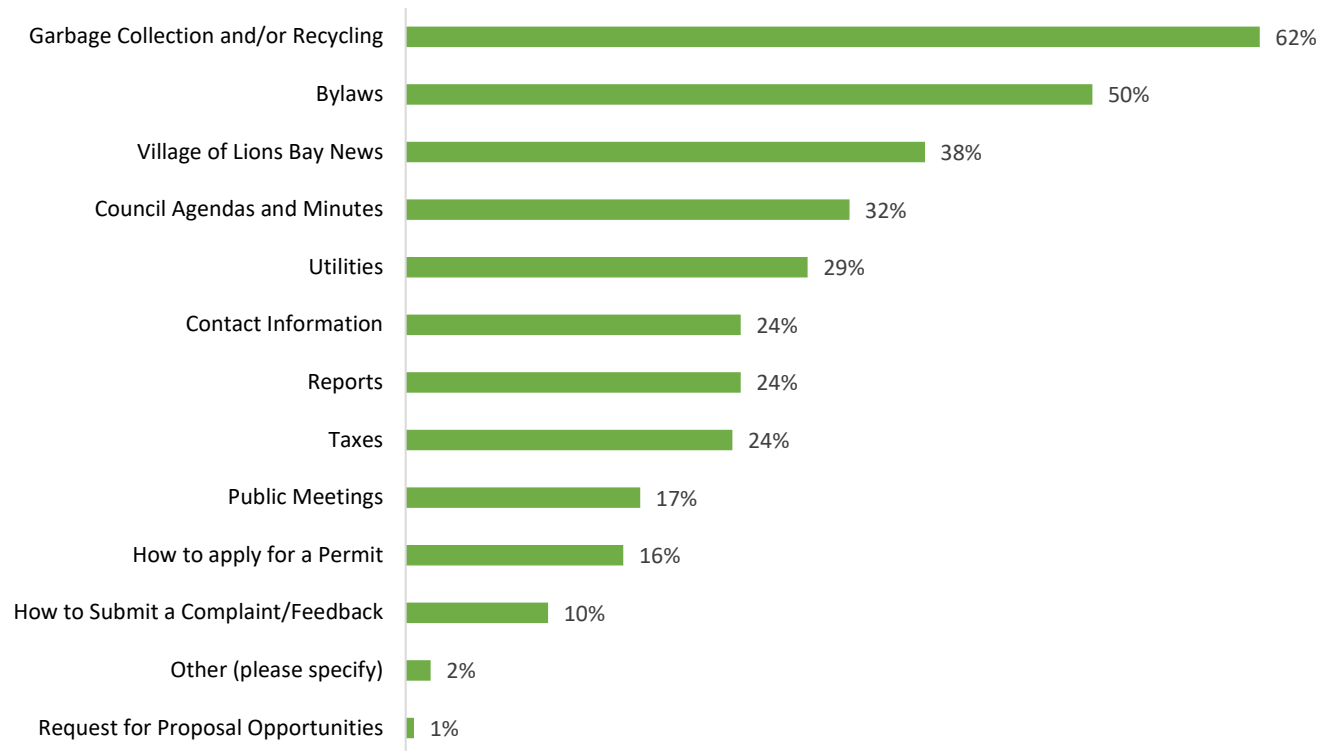
I find the Village website easy to use



While over half of respondents noted that they receive their information via the website, many respondents only access the website either once a month (21%) or once every two to three months (21%). Approximately half of respondents agreed (48%) or strongly agreed (2%) that they can typically find what they are looking for and less than half agreed (41%) or strongly agreed (4%) found the Village website easy to use. A notable percentage neither agreed or disagreed that the website was easy to use or that they could find what they were looking for. Many comments or recommendations were provided regarding the website, especially in terms of being able to find information, clickability, and organization. The responses suggest an improvement is required to the website, which will commence once the platform is upgraded.

2021 Lions Bay Communication Survey Results

I mostly access the Village website to find information on:



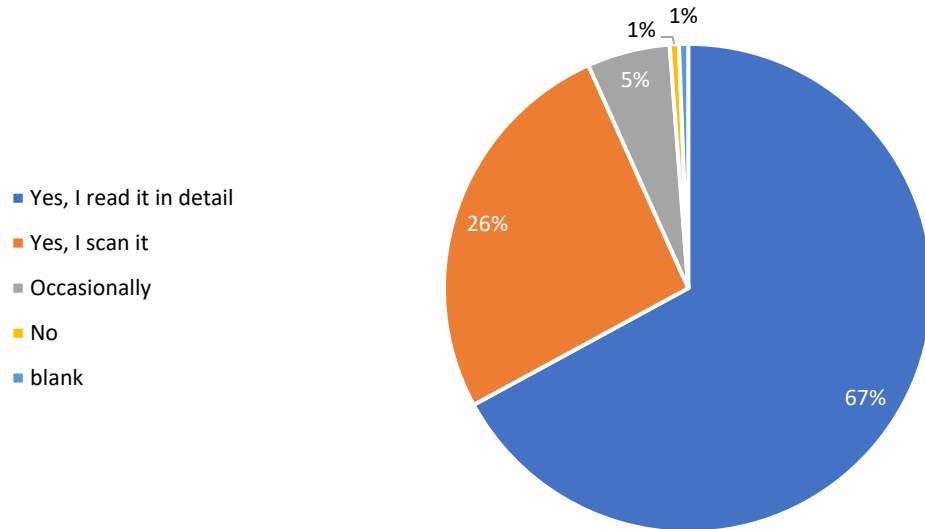
62% of respondents access the website for information on garbage collection and/or recycling, while 50% access the website for information on local bylaws.

7 respondents noted that they access the Village website to find information on emergency information, bear and wildlife, employment opportunities, and trails.

These responses will be taken into account for improvements to number of clicks to obtain information on the website.

2021 Lions Bay Communication Survey Results

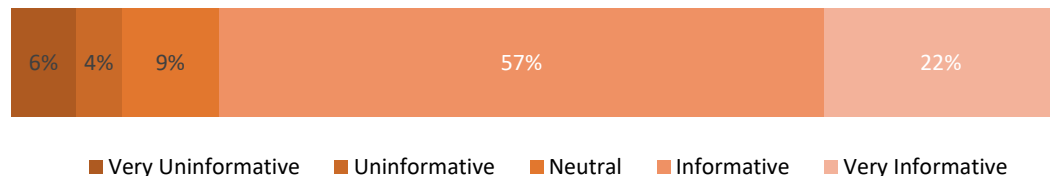
Do you read the Village Update?



67% of respondents noted that they read the Village Update in detail and most respondents find the Village Update Informative (57%) or Very Informative (22%).

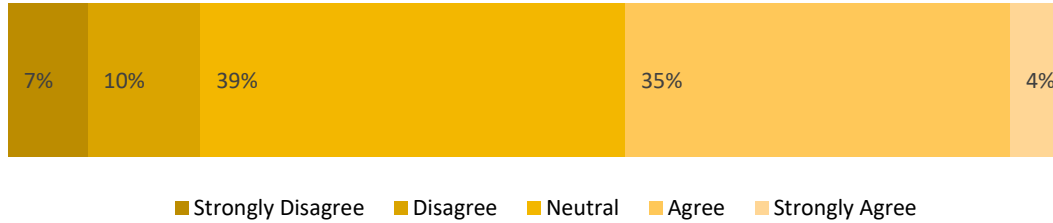
Many comments and recommendations were provided regarding the Village Update with respondents noting that it is their main source for information and that it needs to be less 'wordy'. Respondents prefer concise information in a consistent 'voice' and a balance between a community feel and municipal information. For example, a concise summary of Council decisions.

I find the Village Update:



2021 Lions Bay Communication Survey Results

I feel informed about Council's meetings and decisions

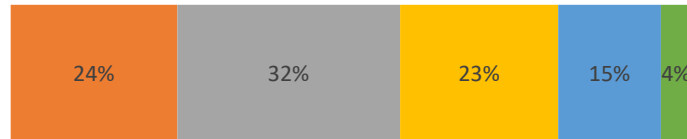


Although most respondents do not access sources of information to find information on Council meetings and decisions, some agree (35%) or strongly agree (4%) that they feel informed about Council meetings and decisions. However, 39% neither agree nor disagree, which indicates that improvement can be done to inform residents on meetings and decisions.

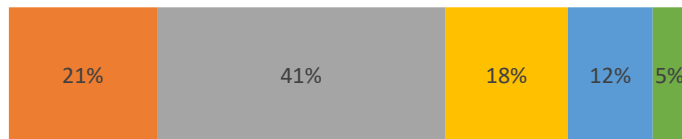
Respondents commented on the reasons why they disagreed on feeling informed, with many noting that time to read outcomes or attend meetings is an issue, lack of interest, length of meeting, and a lack of trust. Some commented that having a concise, brief report on outcomes would be welcome.

The improvements need to take into consideration the outcome that most respondents are not likely to watch a video recording of the Council meeting or watch a live Council meeting. Respondents noted the reasons why they would not likely watch a live Council meeting referring to the length of the meeting being too long, lack of time, lack of interest on the topics, boring or dull, and the preference to receive the information on decisions in a concise write-up.

How likely are you to watch a video recording of the Council meeting after meetings have been concluded?



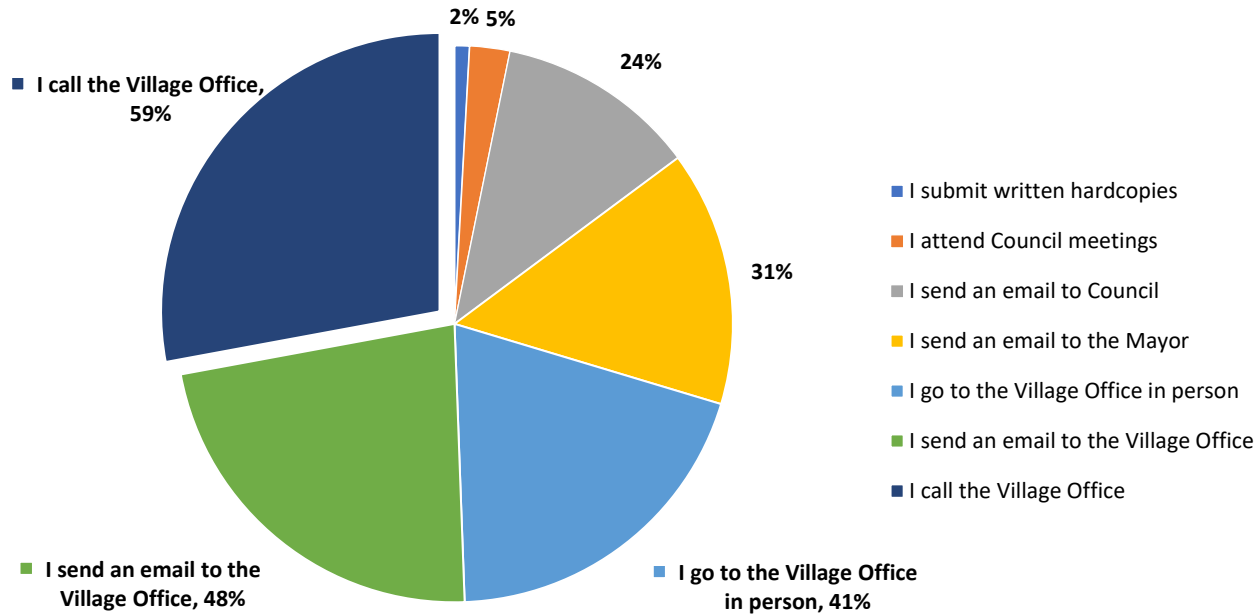
How likely are you to watch a live Council meeting?



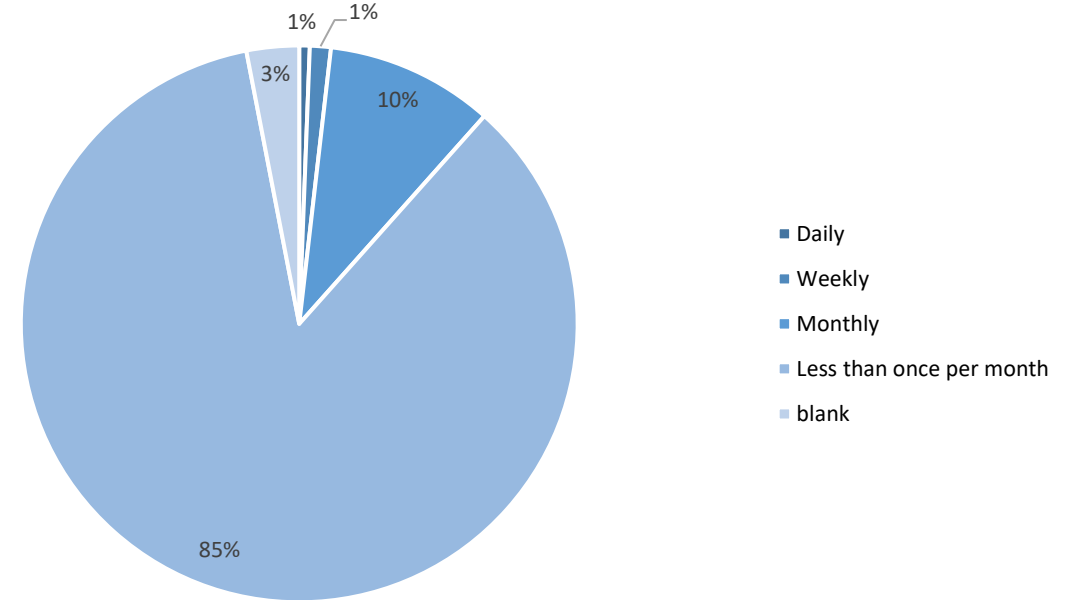
Very Unlikely Unlikely Neutral Likely Very Likely

2021 Lions Bay Communication Survey Results

How do you initiate communication with the Village?



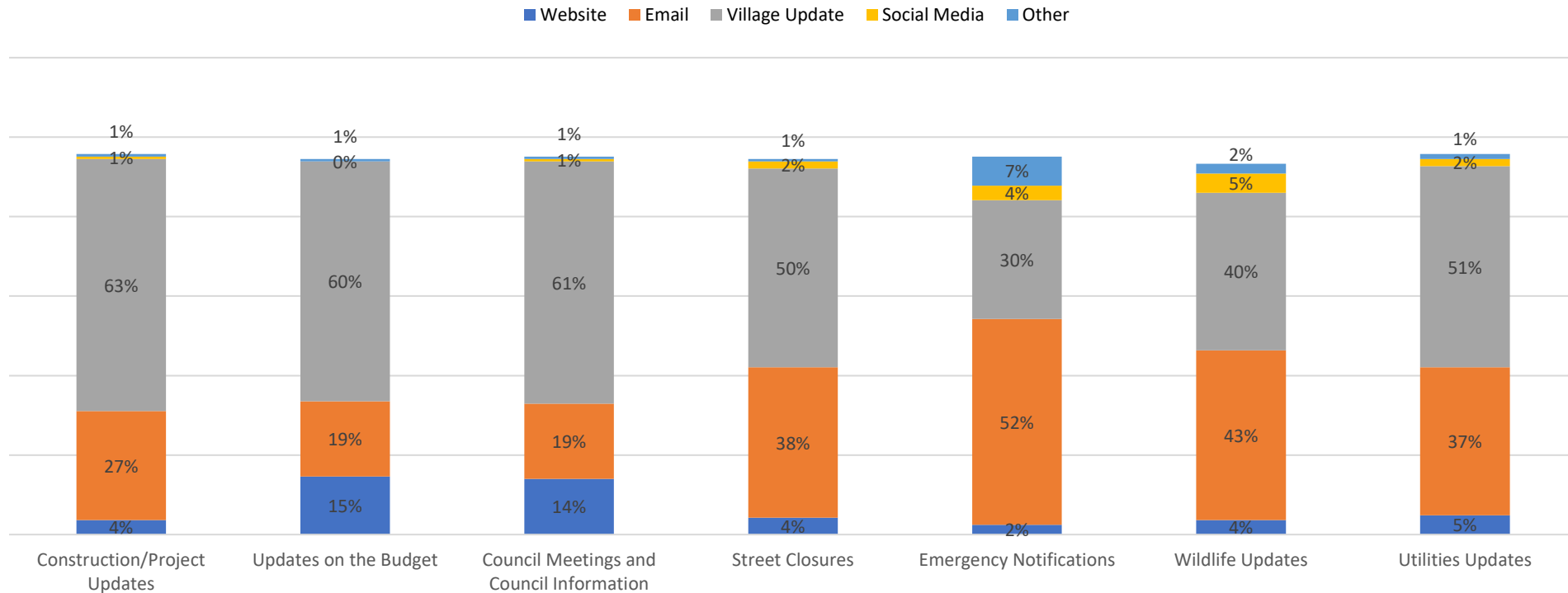
How often do you communicate with the Village?



Calling, emailing or going to the Village Office were the top ways in which residents initiate communication with the Village. Most respondents (85%) communicate with the Village less than once per month.

2021 Lions Bay Communication Survey Results

How would you prefer to receive the following information?



Most respondents prefer to receive most of the information on the Village Update and Email, although it should be noted that the Village Update is sent through email. The only item that showed a slight change was emergency notifications, for which respondents noted they prefer “Other” ways (mainly text) in receiving this information. Currently the Village has the LB Alert system, which notifies people through a text.

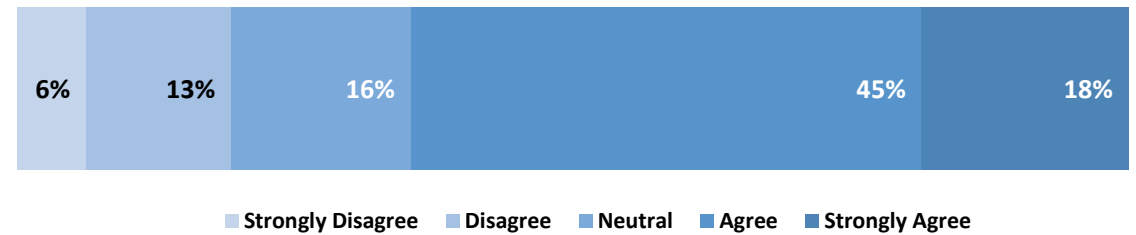
2021 Lions Bay Communication Survey Results

Most respondents agreed (45%) or strongly agreed (18%) that the Village of Lions Bay is dedicated to communicating openly and honestly. Similarly, 45% were satisfied or very satisfied (18%) with the communications of the Village.

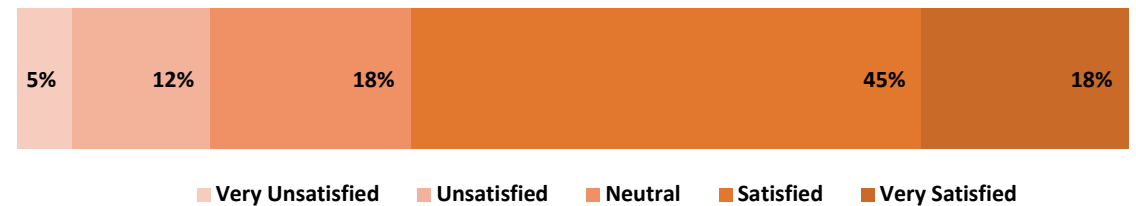
When asked for any further comments, feedback or ideas, the responses were reflective of this sentiment. Comments and feedback involved:

- Being informed ahead of time of upcoming projects and plans
- Having informal meetings and dialogue with Council to provide feedback
- Having summarized, concise information on Council decisions
- Having more opportunities for feedback, such as surveys
- More community-minded articles

The Village of Lions Bay is dedicated to communicating openly and honestly



Overall, how satisfied are you with communications of the Village of Lions Bay



2021 Lions Bay Communication Survey Results

Conclusion and Actions

While many residents noted that they are generally satisfied with communications, there are some gaps that can be improved upon. Many of these can be actioned immediately, including:

- Village Update: adding concise 'bullet form' notes on outcomes of the Council meeting decisions
- Village Update: encouraging concise information with links to more information on the website
- Village Update and Website: More information on upcoming projects
- Village Update: seeing if Lions Bay neighbours administrators could share the Village Update on Facebook
- Website: improvements on usability, layout and content
- Amend/revise processes for responding to inquiries so people feel 'heard' and responded to

Lions Bay 2021 Communication Survey Results – Comments only

3. What language do you speak most frequently? Responses to “Other”:

French and Spanish poorly

German, Spanish

German

Spanish

Polish

French

French

Farsi

Spanish and French

Spanish

Chinese

6. Which of the following sources do you use to receive your information about the Village of Lions Bay Municipality? Responses to “Other”:

Occasional Mayor's message

LB neighbours Facebook group

Lions Bay Neighbours site

Lions Bay Neighbours FB

Facebook page

Facebook community group

Village Facebook page

FB Lions Bay Neighbours

Gossip

Employees of village

Facebook Lions Bay Specific Pages

Facebook group

Email specific questions, if needed

phone calls with Council members and staff

7. Please indicate how interested you are in hearing more about the following”: Responses to “Other”.

I want to be told in a 2-minute weekly read EVERYTHING I need to know

speed limit enforcement, noise pollution from speeding on Highway

Metro Van decisions relevant to us ie climate change

Decisions based on residence's interests, not outsiders

Change in land use, land sales, development approvals

Issues as they arise - being consulted/talking together. Perhaps there are ways we can help if we have proper, timely info.

Delays to construction, rendering drawings of what is being considered, neighborhood consultation

I'd love to see updates regarding progress on rules and logistics for subdividing our land.

Where our money is being spent

Anything and everything Community related. Why? It builds Community.

speed limits in Village are ignored by public

All aspects of governance are relevant

I think it's fine for us already. Update weekly is great

Current situation in place via VU is sufficient on all topics

Sort of, the recent evacuating village flyer was useless

8. What types of social media do you use? Response to "Other"

You mean rely on? I do not rely on social media.

Google+ no longer exists :)

Only/mostly for friends and family

Email

Note: keep in mind, some elders in our community do not have cell phones or computers

WhatsApp

WhatsApp

Email although that's not really social media.

Email

Email

12. I mostly access the Village website to find information on: Responses to "Other":

Emergency information

Bear and wildlife information

jobs available

I suppose if I used and knew of the Village website I would/will use it to find information.

Trails to share info with people coming to visit about the area

General information

Conservation contact info not easy to find

13. Do you have any comments or recommendation regarding the Village website?

Difficult to navigate - I do not find it very intuitive.

Much improved

I didn't really know or register that there was one. I'd only heard about the Facebook page.

The Website indicates: This is not the official version of Village of Lions Bay Trees, Views and Landscapes Bylaw No.393, 2007, 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 We have requested the official copy numerous times from Staff and the Office and received no response.

Well done

Opportunity for village pride. Photos and language to reflect the best of who we are.

It needs a complete overhaul/rebuild. A lot of information is missing, some is out of date and the tone is not "Lions Bay". Very hard to find something if you don't know where to look.

Search engine needs improved it will only find documents with exact title.

Layout needs a refresh it is not user friendly.

Missing information, updates required.

Infrastructure committee transparency is absent. who is responsible for what and where is public consultation. For eg. drawings on PRV's were absent and neighborhood has been held hostage for months on end due to shabby work and constructed PRV's that had presented no rendering of drawings or landscaping.

Stop hiring Industria and please clean up their feces that are left in the woods

i find it heavy on business or governance and low on community and welcome. i think it should be the other way around - giving a friendly village face, and then having the business, taxes etc in a secondary place. it makes Lions Bay look like a business corporation and not a village home.

I do not access the website often but it is great to know that it's there if and when the need arises. I plan to do renovations to my home next year, and I have slowly been looking through village bylaws and permit application processes through the website which has been a fantastic resource. It is well organized and easy to use

A search feature that isolates the item for which I'm searching. Sometimes I have to enter different access points to find what I'm looking for. Wish I could give an example right now.

Thanks for the reminder. I will check out the website!

It doesn't feel like the spirit of Lions Bay

Much of the information that I'm looking for is often contained in a pdf file. These are "searchable" and so sometimes end up downloading files that aren't useful. If information, such as bylaws, were on a webpage in HTML it would be easier to locate using search functions.

Reorganize information so all documents are organized in the same place related to a particular project.

It is not intuitive, too many click-throughs to get to the necessary tab. For example, is climate action hit so often, compared to "water". Your higher priority tabs require scrolling down because they appear off-screen.

It is one of the worst, user unfriendly websites out there. In this day and age with all the platforms out there why the Village is stuck with a dinosaur is head shaking. Too many words, too many multiple links, too cumbersome. It needs an overhaul.

I don't use much the website for updates since I find the Newsletter very informative and useful

Keep speed limit down in Village

I think the Village website is generally good. It looks neat and organized. Some contents are not quite straight forward to find. But searching always helps in these cases.

No

Info that is relatively static can be presented on a page, rather than always reverting to a pdf

Better navigation tools

Thank you for keeping it up!

Could have a proper menu. It is very difficult to go between pages without having to go back to the front page

Need to have a tab with a map of the Village and where not to park and where one can (for non residents)

N/A

Nope, thank you.

No

Parking hotspot report (and others) has no date on it so it's not clear if the info is valid anymore. Generally, it's well organized.

14. Do you read the Village Update? If you answered yes or no, please tell us why:

It's all there is.

In my email

I want to know what is going on in the village and this is my primary source of information. It is well written, nicely laid out and is informative.

Since there is no longer a magazine such as we have had in the past, I find that this is the only source of relevant information, and I am interested in finding out what is going on. In fact, I look forward to receiving it on Fridays.

I am interested on what is happening

I find it informative, concise and valuable to know what important issues are discussed and addressed

I like to stay informed

It is nice to know what is happening in the Village.

why wouldn't i?

To understand the village activity and plans

keep informed, whether there is anything that affects us directly

Glance through and read interesting sections in more detail

Yes, I scan and read details of interest.

To be informed about community events. To see how our tax dollars are being spent.

I really like to keep in touch with what is happening at a council level but particularly about community events.

To keep up with local affairs and get necessary information.

Info is important

Lots of good information & Current events

I like to see how my tax dollars are being wasted

It does not draw me in. I don't trust that I am getting the full story. Feels stilted and 'window-dressed' (rather than informative, transparent, plain speak, thorough, consistent). So why bother?!

Way too wordy (sorry Mayor Ron!).

i want to be informed about the village.

I find it is an easy read that gives enough information to get a sense of what's going on in the community without getting into too much detail. If something is of further interest you can refer to the website or email the Village to get additional information.

to be informed

Best way to know what is taking place on the village

I'm interested in what's going on in the Village.

Sometimes I feel it's my only link to the village. I hate complaining and I prefer not to complain at the office, but I feel frustrated when there's construction that I'm unaware of or the carelessness of residents and their garbage. I see bears everywhere and I worry for them because of the carelessness.

It is the best source of Village News and is well presented by the Mayor and others

Because it's my primary source of Village knowledge

It is my primary connection to the Village.

To be honest, the mayor's personal coming and comings feels like a gossip column and definitely not the kind of thing I would want to hear from a mayor. I am grateful that the ego-centric video is no longer a thing.

I really don't like the tone and telling people how to behave like we are all children, it's completely off-putting.

It's my main source of village news

Mayor's article rarely talks about the issues concerning Villagers that are of importance.

Because they are supposed provide info. It's pretty wordy though. It shouldn't be a tomb.

for up-to-date information

we like to be informed

The updates are informative. I think the updates usually cover everything I need to know.

to keep informed

It is generally informative

I don't have a lot of time, so it's concise and keeps me up to date on current events, newcomers, etc. Mayor's video updates are very good also.

Mayor's letter - I read it every week and find it very informative

It really does give all pertinent info and along with road notices, it is quite good

Keep me updated on Village news

Good gossip - but nothing substantive, always "go elsewhere"!

It is important to know the Village updates and some information

It brings me up to date on most things

Administration never ever helping the resident living in peace

It is worth reading and has great vibe

To keep myself informed re the Village happenings

I read it (and share it to 2 other Lions Bay residents who have not subscribed to receive it). So every week I read and share it

It's the fastest way to get the basics of any issue in the Village that may affect me. Than I can go to the website for more details if there is any.

stay on important issues

It's my main source of information as I do not generally use Facebook or look at the website

16. Do you have any comments or recommendations regarding the Village Update?

Other than listening to the audio of every Council and Committee meeting, the Update is the only source of municipal information there is. But I have no confidence that it's telling me everything I need to know, in time for me to do something about it.

Would like bear sightings and coyote sightings noted.

I really think that it was a nice gesture to introduce new people to the village, and I know it has been much appreciated. One other gesture that I would like to see considered is perhaps a write-up occasionally, or even weekly, on an unsung hero, or heroes--those who go beyond the call of duty but look for no recognition whatsoever. I would nominate Richard and Pat Grass to begin with. They have been members of the Trail Blazers for 19 years, and never looked for praise. Besides that, they regularly walk the village with a tool they purchased just to pick up garbage. Villagers could nominate people so that we get to know who they are.

I would prefer not to watch the mayor's video address; the option to read would be appreciated. I know others feel similarly.

Pretty good

Administration to stop making personal comments / remarks

Include the chance for local businesses and non-for profit organizations to promote information or advertise for jobs etc.

first half page set out as 'headlines' with links to full articles later in the update

keep it short to the point. We do not need "reporters" who cost the taxpayer extra money.

Less wordy. More informative.

It is a well written general overview of the happenings in the Village and given it is weekly and points to further reading with Links and announcements - it is quite enough in our over abundance techno-crammed lives.

Maybe there could be bullet headings at the beginning so that you could jump to relevant items without going through the whole thing.

News is inconsistent. Some weeks it has a folksy feel. Other weeks it has a bureaucratic, municipal feel. And quite often it feels like it is more about the current mayor than about the village. The information can often feel disjointed and on a need to know basis. It is definitely not a joy or pleasure to read!

Scrap the mayor video and his family news. Let councillors also write as they did in the first year of this term. There are five people on council.

Important council news first. This is not how the mayor met his wife.

i've begun to read it less in the last year as it has become more business based and not people or activities. i don't think that is just COVID related for there is always a way to tell village stories, highlight people, and generally create community. i don't think community is created through infrastructure reports :-)

I think the key is consistency to know that current information is disseminated in the same locations. For example, community events should not only be posted on Facebook but also on the website or mentioned in the village update. (This is a made up example, not a fact)

I'd like to see more information as to what the Council is thinking about doing in the future with regard to infrastructure projects, bylaw enforcement, permitting and construction issues, as well as ways for residents to save money and/or access grants for energy-saving improvements or retrofits. Maybe a section where village matters are expressed in more detail. i.e council issues problems in the village, concerns etc.

No

Address community issues/concerns in a timely manner. The bears have been getting into garbage for weeks/months and finally in Jun 11 the VU provided general information on bears. Providing links to the bylaws and information on where to buy appropriate containers with locks (Home Depot bins don't cut it) would be very helpful and welcome especially since we get many new homeowners from cities.

I would rather read than listen to or watch videos of the mayor

There could be a more concise summary of what is going on in Council meetings I don't want to read very long meeting minutes a short summary in the village news would be helpful so I can go and look in more detail in minutes if I am interested.

Very superficial

They have been largely uninformative, that said the last two have had valuable information - thank you for that. I presume you are listening to the feedback that I am hearing.

Appreciate the new to the village updates. It has something of interest each week. I like Ron's style.

Public works information is very limited and not comprehensive.

Ron is trying to make it very "folksy". Nothing against that approach, but I think that there are many higher priority features to cover first in order of appearance.

The Seagull use to have a summary of the Council meetings. This should be done and included in the Village Update.

Fewer words, more pictures, maybe some friendly and welcoming wording. One long endless column of text is boring and it loses people.

Link the info to note info, but I hate having to skip over an article because I'm not interested. Let me chose.

I would like to see more information about local events, gatherings and also activities

The newsletter could be better organized maybe starting with bullet points then details. Sometimes when I jumped some information I don't need to read in details. I overlooked some important notices.

No

Keep it going

It's great

It may be easier to video tape the Mayor but I'd rather read updates than watch a video

It tells you "where else to go" to find information, but does not actually give you information. Ie Home Owner grant

Need to have a section on promoting local business

Listen to resident

I am very happy to have an electronic version, instead of wasting paper!

None, thank you

Tired of the Mayor applauding himself and family. Showcasing self and family.

lots of photos is good - easy to scan quickly and catch attention to topics. Add contact info (phone #, emails, etc.) at the end - RCMP, Conservation Officer and other emergency or reporting numbers - easier here than going to website and searching

See #14

I like the introduction of new neighbours, but wondering why we need to see Ron's picture and personal stories.

17. I feel informed about Council's meetings and decisions. If you disagree, please let us know why:

See previous.

Don't have time to read/watch the entire meetings

Simply inadequate

n/a

Neutral, but probably because I don't read the details in the Newsletter.

Too many off camera meetings.

It depends on the issue. I think I am informed but if it isn't published in the weekly update I wouldn't know. We often find out after the decisions are made or we have to wait for updates or until the information is published.

Not interested

Lack of trust that we're having the real discussion.

Only certain select information is provided in the Village Update and it is one-sided (mayor).

Public consultation with neighborhoods is absent

i think the info is there if i want to attend the meetings and be better informed

I feel the information is accessible if you are interested or require something in particular.

It would be helpful to include a brief summary of discussions of issues, proposals and decisions at Council, with references to where more info can be found in the minutes. This would greatly improve transparency and make for a much better-informed community.

I mostly agree and I fully recognize that the information is all available if I would choose to access it more often.

The information is available but most people won't or so t have the time to read it all. a high level executive summary would be helpful

I think there is a lot of "closed door" meetings which does not provide a sense of transparency.

The meeting minutes are very long and detailed, we need a more concise summary of information that point /link people back to issues they are concerned about. The parking issues is a classic example endless debate and then a decision to continue fining people large sums of money instead of charging people to park using a simple app. Creates a negative impression of the village.

I think you could do a better job at making the agenda easier to read.

Council decisions are buried in meeting minutes.

Residents do not have the time to sift through 100+ pages of the Agenda or the 3 hour Council meetings. Residents need a summary of the Council meetings provided in a timely manner.

They are toooooo long. Not frequent enough and seems like only a couple of the Councillors are engaged.

A brief summary of all decisions in Village Update would be helpful when minutes are approved

Nobody tells us. You have to search to see if there is anything of interest.

They never listen to our needs

Lots of discussion is hidden. No transparency. DeJong has more power than Mayor and Council. Sick of DeJong - too much control and everyone in Council is afraid of him.

Do not feel well informed of Public Works' decisions

Note meetings could use more democratic style

18. How likely are you to watch a live Council meeting? If you are not likely to watch a live Council meeting, please let us know why?

Have a kid that I need to tend to at that time.

Not my thing

Too busy working

Just never got around to it, and before i retired went to a lot of meetings...basically found that people who liked meetings were talkers rather than doers.

I would only watch if the subject in the meeting was going to directly affect me, otherwise I would just expect the council to make the best decisions for the Village.

why bother, all really important items are "put in camera"

i feel Council are doing a good job so i feel safe leaving them alone and planning my next vacation

It's always the same people complaining about how not to improve the village and why to keep it status quo. No improvements are needed to infrastructure apparently so it's pointless to listen to.

So many residents are young families who want and need more facilities - playgrounds, swings etc, but it's constantly being pushed aside for years. We are going to loose these families.

would depend on specific topic

I scan it to see ifs anything concerns me.

not interested

occupied with other activities

I suppose not so interested at this point in time.

I feel confident that the elected representatives are capable of running the village, and that I will be informed about important issues that are discussed and need my input.

can't input

I would prefer to read about the issues.

I trust our council to govern

Incredibly inefficient, poorly run, very little real dialogue, "a show",

Checking the boxes

Council appears inept at best

I would much rather read a summary

Very long and boring, too much jargon

Too long. We should go back to the old schedule. Shorter meetings. Staff should talk less this is not about them. The mayor wants to rush things and there is no time for proper discussion. That is not the way to handle important issues.

i'm interested but forget....so i guess not that interested. maybe i will attend sometime but i'm less interested in the business side of village life and that seems to be what the council is attentive to.

This would only be of interest if something of importance came to my attention.

unless participating in the process a better option is to view the meeting after the fact - the ability to go backwards or forward

Don't need all the detail.

Unless there is going to be activity on a specific issue that is of interest to me, I'm not likely to watch.

I used to attend union meetings and they run too long. Perhaps if the visibility, condensed time slot and a clear presentation on the village update with times and subject matter might help. I would watch a council meeting recording if it was condensed and highlighted.

I do not have the time and the subject matter is seldom of interest to me but sometimes it is and I might miss it. Hopefully the Village Update has a summary of important items.

I have had enough screen time

They're very long in duration. I'd like to watch certain elements of interest.

Very dull with lots of bureaucratic process. Most of the time I don't know what's on the agenda if there was concise summary of upcoming agenda and I see issues I am interested in then I might make the time to attend on that topic.

Pretty dry. Zoom meetings are certainly more convenient for the majority.

Too busy

interested in reading a detailed minutes of the meetings.

I can't bear to watch these anymore. The team dynamics are awful, it's clear two of the councilors are not reading the 250+ page agenda. The mayor does not run meetings according to Roberts Rules, he tries to influence votes by going first and is rude to any opposition.

I think the village expenditures are completely out of whack and this council is not representing the people who are suffering during these hard times. We can't take any more negative energy and watching the incompetence of overages with consultants who don't deliver and infrastructure projects like the stairs, PRV and planned sidewalk down to the beach is exhausting. This is by far the worst council I have seen since coming to the village, there is no hope, and I look forward to the next election.

Don't have time, most of the information is irrelevant to me

Much of the business of governing is procedural which is to be expected. I'm more interested in a few particular topics and not interested in sitting through a long meeting that

Often the reports or other documents that council are discussing are not publicly available, also to be expected, but difficult as an observer to follow along.

No time in my life with a young family

work evenings

I trust you to do a good job

Unless it relates to something I am interested in I will not watch it.

It's a personal choice - very busy with aging parent.

Would rather read updates (Cole's notes)

Not sure what to expect

300 pages of info and 3 hour meetings!

Prefer to read the summary. Unless there is a VIP issue not interested to watch live

They do whatever they want to do. The resident does not have voice for problems.

Not interested in that much detail, time consuming

Timing is often bad for me or I forget.

They govern well and I have no concerns

As long as I can get the info on the website, nothing else is needed

Boring - since meetings are so controlled, important, information is not discussed

Meetings can be long and I have to sit and listen to lots of stuff that I do not care about before my topic of interest comes up.

boring

22. How would you prefer to receive the following information?

Text would be preferred but email is fine

Text message

text

prefer text or phone call for emergencies as I receive them immediately.

Just a note, email or village update (if timely) are both ok.

Depending on the level of emergency, Text would be more immediate. I would also consider Wildlife to be of equal importance

telephone alert

When a lot of details are involved a summary in the VU with a link to the details on the website would be best.

It doesn't allow multiple selections, I think most of this should be sent out on VU, website and Social media for sure

Emergency notifications should come by text

You should have allowed for more than one source of delivery, Web & Social Media

Text

text message

For question 22, why can you only check 1 answer. I think that the info should also be on the website.

Text Message to cell phone

Text

phone messages like hydro does when the plan power outages

25. Do you have any comments, feedback or ideas regarding communications for the Village of Lions Bay?

It's pretty obvious that the municipality has no clue how to communicate with the people who live and visit here. The politicians seem to think they need to slip things by us. What communication there is is late, incomplete, condescending and tone deaf.

I expect a local government to tell its people everything they might wish they had known before it's too late for feedback and reaction. Not tell them they could have found it if they looked. In case it's not obvious: how would I know to look?! Celltower. Giant infrastructure kiosks. What happens in Council meetings, the good, the bad and the ugly. Signage. Parking. Green waste. Budget (unless you EXPECT us to analyse the numbers ourselves?). Highway noise every fine day of the year. Beach washrooms (and where's the log boom?). You get the idea.

I don't want my answers to be kept confidential--I want them shared with my fellow residents. Or did you mean anonymous?

Concerned that the visitors of Lions Bay get more respect than the people that live here and pay taxes. Feels like everything is about money now instead of protecting roads, trails, beaches, for the people who live here.

I fully support the Mayor and Council and believe they always do the very best they can for the benefit of us all.

Serving the public is never an enviable role, and decisions have to be made that will never satisfy everyone.

**This village has more than its fair share of whiners---people who will complain whatever decisions are made, and too few of us who remember to say thanks for what you do on our behalf.
THANKYOU!**

As far as communication goes, there is ample, if people would only bother to take the time to read it.

In my view, the efforts to communicate with all residents are commendable

I would like to have the option to read, rather than watch video.

First I must say, having written and conducted many surveys, that I thought it was well formatted. However, the survey is only as useful as the number of people that respond. I suggest to boost response, you offer a free parking sticker draw for participants in any future surveys, as an incentive to respond. and also a chance to sign or not sign the survey. Rod Baker

Informal "info" meetings for the public are needed when new changes are being considered, even over Zoom so people can clear up misinformation. Council processes aren't designed for free dialogue.

What happened to the Neighbourhood Watch groups? There is no sense of unity in this village. I couldn't care less about who has moved into the village. I care about the tens of cars parked on my street, not to mention the boat trailers. And how many green 'children playing' signs replace parental supervision?

Popular Vote by residents on all key issues - by an honest method

Please aim to target the younger audiences with exciting new infrastructure for families. Engage the younger generations, build playgrounds, parks, benches, kayak storage, bike parks, build amenities, paint the village hall to make it look less shabby. The village could use a massive face lift.

As before: keep it short and to the point

I like links in the update to more info... often on web site.

You are all doing a great job, I like your friendly open communication style.

Council, Mayor, CAO, and Public Works fail to respond on a regular basis. Responses should be mandatory and in the very least, are a professional courtesy.

Communications have improved significantly in recent times and I appreciate the effort that is being made to improve village life.

You all are doing a great job in a very difficult time. You've made it humerous, included new residents to the village and kept u all in the loop. Compared to 20 years ago.... we have come a long way.

The more information the better. Email or village update. I'll read both. Perhaps a place where we can notify the village anonymously (for general issues not directly related to us personally).

Example ...a sign saying to hikers if they light a fire remember to put it out...this implies fires are acceptable but I do not think fires are allowed at all? The village needs to know but I don't need to be involved. Possibly more updates how issues like hiking and parking are evolving before the final bylaws are adopted, and surveying the people affected by the issues not neighborhoods/special interest groups that do not deal directly with the fallout of too many hikers and cars for example. I do feel that communication has definitely improved and I really appreciate the weekly updates.

Hire Karen Jenner full time

I think all of the office staff and public works are terrific, job well done.

Lions Bay is a small and beautiful village. It's a privilege to live here. We have all that we need to communicate well (less that 2000 villagers, easy access to neighbors, a central post office, most of us have access to a computer, and we have a village hall). But it would not surprise me if this survey points to dissatisfaction with village communication. I have grown tired and disappointed with our village newsletters and updates under Mayor Ron's leadership. There is very little real dialogue about real issues. Issues seem bungled and sugar coated. Communications veer from folksy to bland.

I think we have a culture problem, and not a communication problem. It would be nice to see plain speak, ego-free communication about the things that matter in our village. And an attempt at real dialogue to build understanding and connections across the village. There is far too much misinformation and poor decision-making that does harm not only to the village, but to our environment and overall sense of well-being.

I appreciate the opportunity to provide feedback (well done to the survey champion!) and hope the Mayor and Council have the courage and insight to reflect and act on the feedback they receive. Communication has obviously been made more difficult through COVID with lack of public meetings and town hall sessions where we can have more open discussion this past year. Not sure about some of the priorities we have seen in the communications from council. The need for radar on a residential street like Mountain Dr, seems like a bit of a waste of taxpayer dollars because someone might be going a few KM's over the speed limit? We have a major influx of hundreds of people in this village every weekend making an absolute mess of our streets, trails and private property and blocking important emergency vehicles during search and rescues. That seems like a much bigger priority to deal with than a few people who may be rushing to work or going 42km in a 40km zone to catch the school bus.

The ongoing mess from the PRV which seems to be dug up on a weekly basis is the most inefficient construction project I have ever seen and I pass it several times on a daily basis. Months overdue and still not complete again seems like a huge waste of our taxpayer money when the job doesn't seem to have been done properly in the first place.

The office is not the same as council. Important matters should be communicated by council. Day to day matters like road closures and construction should come from staff. Would like to hear more from councilors. Less from the mayor and staff.

Transparency on rendering of drawings for infrastructure that impacts neighborhoods and potentially property values.

Stop hiring Industria

Manage your Contractors to a minimum standard and hold them accountable

i would like more community news and a softer focus to the communications stream.

more/better background information / reasons for council decisions

I would like to better understand the village activity and plans.

The Administration should be more neutral and act from the perspective of residents' benefits.

Residents should have more say on important issues through a popular vote/referendum.

The Mayor's letter is an excellent tool to build transparency. This might be the place for a thumbnail summary of what's on the boil at Council. You don't need to give away state secrets, but an informed citizenry is always a happier one.

I think this survey is a good step and hope that it gets a lot of responses. Additional surveys on specific issues would be great. Even the comparative response rate could tell a great deal about what issues are important to the residents here. Thanks!

You don't seem to have an area to make a general comment so I am writing it here.

Given the fact that we are looking at a time line for wood burning units and the exorbitant cost of electric, we feel that it would be prudent on the part of the village to explore the possibility of partnering with Fortis BC to install gas lines to the village. Our whole family would be happy to pay for a line to our house from the street line if installed. At least half of our street is currently on propane. Would a petition to Fortis BC from residents have some impact on the outcome?

Regards, Christine Taylor, 40 Sweetwater Place.

The Village Update is much improved over prior years. I do sense a genuine desire to communicate and connect with the residents and even newcomers. The Mayor is mostly responsible for this imo - but Councillors also play a role. They are all much appreciated

Good idea to have a survey

Social media can be tricky but it's probably where the majority of people go for information, might be time to get on it like district of Squamish.

The village office staff have quite a poor reputation amongst people in the village of being unfriendly and unhelpful, not residents and not invested in the village is what I hear, this is not my direct experience as I almost never go to the office but hear lots of people complaining. Given they are the face of the village to the public improving this reputation should be considered, some customer service training? The times I do send emails I feel like there is a 50 /50 chance of getting a reply unless I escalate to mayor / council. I don't like complaining to mayor and council as I realize they are essentially volunteers so most of the time I just say nothing and put up with whatever it is that bothers me. So finding more ways to engage people such as this through surveys or encouraging people to speak up if you want their opinion is something to consider.

The Village does a great job communicating, keeping us informed and responding to inquiries quickly!

Clear and transparent communication. Share the counsel and staff's agenda with the community. There is a lack of trust because this message is unclear.

In fairness, my displeasure is not so much with your communications tools (they do the job), it's more about the way decisions are being made and the actual decisions themselves. It doesn't matter how well you communicate a bad idea, it simply is still that.

I have lost my trust in the council and I think there are backroom politics going on that is influencing voting and who is getting hired and how much they are getting paid - I think there's a fair bit of rigging going on.

We will always have different opinions and I'm ok with that, but we have lost our community spirit. It's back to us against them, and little cliques running off with agendas to get whatever it is they are convinced is right for them. We are no longer treating each other with respect and compassion.

I am very disappointed in the leadership of Lions Bay at this time, I think we have a lot of mending

and undoing of decisions to restore our good name and mend bridges with the good people of our community.

My problem is less with the methods of communication and more with how the council runs and the decisions made.

One decision for example is the new beach project. All anyone has ever asked is for someone to fix the bathrooms, not to spend hundreds of thousands of dollars redoing the entire beach. It's illogical to replace grass field with pavement, especially when the main demographic is young children. Or to cover what little beach there is with a giant chess board.

Also, lions bay council, can you please stop being so uptight about other people wanting to come be in our village? I understand that no one likes the quite village being overrun with tourists, but the parking restrictions are unwelcoming and downright elitist. We have a beautiful community that should be shared and respected by all, and these parking restrictions show all of us in a bad light. Stop acting like children refusing to share their toys. Please and thank you.

The weekly email is useful and fills a void. It would be useful if the website had ongoing projects, such as construction, or sale of surplus property, organized by project. As it is now if I want to understand the progress of a project I have to dig through past meeting minutes to see if it was discussed or not and build a timeline myself.

More detailed information

Satisfied, but you are sloppy. An editor is needed. Two examples:

1) Bus schedule update-you writing is vague. It only discloses the additional services but does not make it clear that regularly scheduled services are continuing unchanged.

2) Muni Taxes. The notice provided by the office is NOT correct. You need to match the same terms the government website uses. Your notice does not identify the jurisdiction and the roll numbers are incorrect.

Finally, cool it on the lecturing. The tone of the village update is decidedly officious despite Ron's folksy introduction.

Prepare and include summaries of Council meetings in the Village Update in a timely manner.

I think formal information (budget, emergency notification, etc) should be sent through email or the Village Update. I also find very useful the information neighbors share on Social Media (in particular the FB page) and wonder if the Village could also have more presence on Social Media to keep us updated more real time and not having to wait for the Village Updates on Fridays.

communications tend to be buzz words and in reality often fail when the issue affects only the property or its owners. In my case I have struggled for years to have anyone on the council or any mayor listen to the issues with noise at my property and to review the struggle I had to get any help from the provincial institutions on noise abatement. When the northern rock face was blasted away it left my property vulnerable to noise and car head lights. The Mayor at that time washed her hands of the issue and left us to manage the provincial engineers on our own. Too late and no budget was the response! I received letters and some commitments from the provincial people on future noise levels but on my last attempt the LB office gave me a provincial government mail address and the mail of the LB officer. I sent both mails and attachments to explain the past promises and the issues at the time of road construction.

The answer from the Province and LB was deafening and died on everyone desk.

Not at the moment

I wish they would be more forceful with noise bylaw after hours!

I think that a weekly email could be sent out to those residents who are interested outlining any current issues along with updates. We could also try to outline our "SWOTS" as a community. I.e. Strengths, weaknesses, opportunities and threats and develop future plans to incorporate what comes out of those items. The community at large needs to be kept informed of potential problems ahead of time, if possible, as well as what the plan is to mitigate problems coming up.

Maintain virtual meetings please. With kids it's difficult to attend in person

I love living here because with running into various neighbours, I get lots of other news. But the Village Update is terrific. Thank you!

Not at this time thank you.

Never openly - you have to dig really hard to find anything out. 300 page Council packages! Summarize all Council decisions, both "approved" and "rejected" and note page in Council minutes where reasoning for decision can be found. Reason for decision is not Staff Recommendation. Highlight upcoming Council votes. Put above in weekly update. Take a look at meeting minutes - where are they? Noting since April 6 - two months ago. Is this really "communication"?

We need to have a newsletter with more articles about the community. The current e-newsletter has some articles which is great, but I think it will be awesome for a section that can be used for local business and volunteers to post. Facebook Lions Bay Neighbours is a vehicle but not all residents use it. A small fee could be collected to cover the editor's extra time to do it. I think this may increase the readership.

Too many Councillors causing over pay. Poor trained bylaw officers. Ex: every single person have experienced very bad communications with them as they are extremely rude and arrogant. Poor informing about what to use the budget for. Ex: concrete stairs at the bus stop, presently trying to build a road to Kelvin Grove beach, which road is the priority to fix

Make the Village liveable and prefer the resident to outsider.

Thank you for the great work to keep us informed.

None, thank you. It is so good to know what is going on even when we are away from Lions Bay (emails are great

Not communication! It is action that is missing. Mayor and Council are reactive not proactive. This survey is a re-election ploy by Mayor and Council.

Public works activities are not well communicated, nor are significant decisions they make. At least warn residents in advance of installations, (like PRVs, parking signs, culvert replacement, etc.) 1. I'm glad that the Village is concerned about its communications and wants to improve. 2. Find a way to engage the silent majority and reduce the biases from the vocal minority (who always have an agenda and manage to negatively influence our governance). 3. Better communications from Public Works 4. I am more likely to sit down and tune into a Zoom broadcast of a Council meeting than get in my car and go sit in on a meeting in person. I can tune out parts that don't concern me whereas I'm more likely to stay and sit through them in person and waste my time because I've invested effort to go attend live. 5. The Village is divided into lots of small Block Watch sections or mini communities. There is usually a person or two ("feelers") who know most about what's going on in each of those sections and what's on the minds of residents in those neighbourhoods. A forum of those key feelers from each area would give a good insight into what's important (or not important) to Village residents. A once per month or per two-month frequency of such a forum (meeting) might go over well.

Thank you to all Village staff who make such an effort at being available to the public. I have received exemplary service each time. I drop by the office to speak to a bylaw officer. I hope the staff feel appreciated!

Intentionally Blank

Date: August 30, 2021

To: Village of Lions Bay Council and Staff

From: Climate Action Committee (CAC) members

Climate Action Committee report and Recommendations for Council Strategic Planning.

Since the committee was formed in fall of 2020 the following resolutions and policies have been proposed by the CAC and passed by Council:

- Declaration of a Climate Emergency
- Support for Help Cities Lead campaign
- Staff cooperation to work with the Climate Action Committee to support research on retrofits for buildings and to provide information on current data to create a baseline for Lions Bay.

The CAC has received and reviewed a report from the CAO on the status of the Village's 2012 GHG emission reduction targets.

The CAC members have researched and provided information and data on the following, reports to Council can be provided as requested:

- Solar panels for the Village Office and Hall that would produce renewable energy and reduce hydro costs.
- Replacement of diesel fuel with a proven Biodiesel product having an immediate effect on GHG reduction
- Current grant opportunities to replace oil furnace heating system
- Innovative proposal unique for Lions Bay to create an option for reducing (and potentially eliminating) water shortages in the future.

We have discussed and provided support for the following and now ask Council how else can the CAC support these initiatives and what is needed from Council and staff?

- EV charging stations
- Best practices for wood burning
- Fire Smart practices
- Anti-Idling practices
- Creating a recycling depot

Research and recommendations by the CAC can continue, however the committee urges Council to imbed best practices for sustainability into the strategic planning as a commitment to reducing our contribution to greenhouse gas and preparing for the worsening impacts of climate change. Doing so will demonstrate the Village of Lions Bay's response to the current and ongoing Climate Emergency and show we are leading by example.

This means a strategic commitment to:

- Update the POL-2002 Purchasing Policy to employ green procurement best practices
- Urgently replacing the use of fossil fuels
- A commitment to electrifying the village fleet
- Maximizing energy efficiency in all new Village building upgrades.
- Reprioritizing infrastructure projects based on increasing risks.
- Immediate replacement of fossil fuel heating/ cooling infrastructure with heat/cooling pump in Village buildings.
- Minimizing risks to the village from Wildfires

We now ask Council how else can the CAC support these initiatives and what is needed from Council and staff?

We look forward to your response and direction.

Members of the CAC Committee:

- Ruth Simons
- Christina Lee
- Clara George
- Jon Povill
- Greg Weary
- Rebecca Loco Mayo (on leave)
- Co-Chair Councillor Norm Barmeier
- Chair Councillor Jaime Cunliffe