



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

REGULAR MEETING OF THE COUNCIL

OF THE VILLAGE OF LIONS BAY

HELD ON TUESDAY, JANUARY 14, 2014 at 7:00 PM

IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

PRESENT: Mayor Brenda Broughton
Councillor Scott Ando
Councillor Fred Bain
Councillor Ron McLaughlin
Grant McRadu, Interim CAO
Mandy Koonts, Office Coordinator

REGRETS: Councillor Joanne Ronsley

1. Call to Order

Mayor Broughton called the Regular Council Meeting of January 14, 2014 to order at 7:00 p.m.

2. Approval of Agenda

Moved by: Councillor Bain

Seconded by: Councillor Ando

BE IT RESOLVED THAT the Village of Lions Bay Council approve the Agenda of the Regular Council Meeting of January 14, 2014, as submitted.

CARRIED

3. Public Participation

A. Sherman Hillier, BC Ambulance Service

Mr. Hillier is the new BCAS Supervisor for Lions Bay. Mr. Hillier invited residents to stop by to speak with him anytime and also provided his cell phone number as he may not always be on-site.

B. Jeffrey Stone

Mr. Stone raised the issue of snow plowing on roads during inclement weather stating that there have been numerous occasions when Public Works staff appear to have provided snow plowing services to privately owned commercial areas. Mr. Stone commented that this is not a new issue and asked who is covering the costs associated to providing this service on privately owned property.

Mayor Broughton recused herself of this matter and left the meeting at 7:04 p.m.

Mr. Michael Broughton, strata president of the commercial property being referred to, advised that during times of extreme weather, the residents of the condominium complex, located adjacent to the strata, often have access issues due to the steep driveway. In these cases, alternative, safe access for residents is made available through the commercial parking lot and there is a letter on file with respect to the snow plowing arrangements in these instances. There was a question from the gallery about the Village's liability where Public Works staff are performing work on private property.

Action Item: Interim CAO McRadu to research the Village's liability with respect to staff performing labour on private property.

Mayor Broughton rejoined the meeting at 7:08 p.m.

4. Delegations

A. Jeffrey Stone

Mr. Stone expressed concern around water safety and the lack of appropriate signage at Brunswick. Mr. Stone stated that the beach area is used by many non-residents who may not be aware of the local water conditions and hazards and it would be easy for visitors to quickly find themselves in trouble in the water. Mr. Stone suggested the implementation of water and beach safety principles clearly visible to users as well as more informative information sharing.

Mr. Stone expressed concern around summer beach visitors whose bodies are exposed and the lack of RCMP presence to disperse those persons elsewhere. Mr. Stone suggested Council commence discussions with the RCMP to request an increase in summer beach patrols to assist in ridding the Village of this ongoing problem.

Mr. Stone discussed the Procedure Bylaw and expressed his concern that the bylaw had been misinterpreted in its application when the 2014 Council meeting schedule was established. Interim CAO McRadu advised Mr. Stone that when the bylaw is read in conjunction with the Community Charter, it is within Council's purview to adjust the schedule as had been done for 2014.

Mr. Stone circulated a handout detailing questions he claims to have not yet received answers to.

5. Adoption of Minutes

A. Minutes of the Regular Council Meeting of December 17, 2013

Moved by: Councillor Bain

Seconded by: Councillor Ando

BE IT RESOLVED THAT the Village of Lions Bay adopt the Minutes of the Regular Council Meeting of December 17, 2013, with the following amendments:

- Page 4, Item 8(b)(ii) – amended to read “Licensing will not be an issue for future expansion of child care at the Lions Bay School for 3 to 5 year old children from 12:00 noon to 6:00 p.m.”

CARRIED

6. Business Arising from the Minutes

A. BC Hydro Scheduled Power Outages

Interim CAO McRadu advised that BC Hydro has been formally invited to attend a future Council meeting to discuss planned power outages.

B. 2014 Council Meeting Schedule

Mayor Broughton canvassed Council members for their availability during Spring Break to establish whether there will be quorum for the March 18, 2014 Regular Council Meeting. All councillors present confirmed their attendance.

7. Unfinished Business

8. Reports

Moved by: Councillor Ando

Seconded by: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council receive the reports of January 14, 2014.

CARRIED

A. Interim CAO

Interim CAO McRadu gave a brief overview of the highlights in his report. Of particular concern is the ongoing misuse of the Smithrite dumpster at the Fire Hall which has resulted in increased costs to the Village. Council agreed this has been an issue for quite some time. Mayor Broughton stated that the dumpster had not always been situated at this location and perhaps it needs to be relocated. Councillor Bain expressed concern that the current location creates reduced parking and work space for firefighters which poses safety concerns. Councillor McLaughlin stated it is time to take a hard line approach to addressing this issue once and for all; being polite about the issue has not resulted in a solution to date. Interim CAO McRadu is currently researching potential solutions.

Interim CAO McRadu discussed the Land Use Master Planning community workshop scheduled for February 6, 2014. Invitations will be sent out to residents in the coming weeks. Mayor Broughton requested an ePost notification be circulated and further suggested Village staff liaise with Ute Phillips for assistance in creating event posters. Councillor Ando suggested babysitting be arranged for those parents who would like to attend the workshop but who may have childcare issues.

Interim CAO McRadu discussed the Municipal Grant Application process and provided a brief overview on the types of applications received in the past. The updated form contains very straightforward Terms and Conditions and the biggest proposed change to

the process is that the funds would be transferred entirely to committees to allocate and spend as they see fit, rather than submitting each individual receipt to the Village for reimbursement. This change in process will reduce the amount of staff time involved. The deadline for submissions is February 3, 2014 and a notice will be placed in the Village Update newsletter. Councillor McLaughlin expressed concern that the financial aspect of the form may be irrelevant to some smaller groups; Interim CAO McRadu indicated that leaving those fields blank in those instances would be acceptable. Councillor Ando asked if groups simply seeking waived user fees would still be expected to complete the form; Interim CAO McRadu advised that waiving of user fees constitutes an in-kind donation and would require the submission of a completed application form.

B. Mayor and Council

i) Mayor Broughton

Mayor Broughton provided commentary on some of the highlights in her report. Mayor Broughton and Councillor Bain attended a Howe Sound Community Forum meeting to discuss coordinator of Howe Sound land management. Mayor Broughton indicated there is a desire by the Forum to have the management plan developed in order to reflect on what the plan is and how to engage stakeholders. Councillor Bain added that he felt the entire region is functioning like a unified group with respect to the Howe Sound Community Forum.

ii) Councillor Ando

The Infrastructure Committee met with the Public Works department on Sunday, January 12th for a tour of the Village infrastructure. The group visited the Harvey & Magnesia Creek intakes, sewage plant, water tanks and many of the roads. Councillor Ando thanked staff for their efforts in facilitating the tour.

C. RCMP Activity Reports

9. Resolutions

None.

10. Bylaws

None.

11. Correspondence

A. List of Correspondence to Friday, January 10, 2014

Moved by: Councillor McLaughlin

Seconded by: Councillor Bain

Mayor Broughton discussed the December 12, 2013 letter from Minister Coralee Oakes and suggested the letter be forwarded to Hari Suvarna's attention to provide any relevant feedback on expense limit issues per page two, paragraph three of the letter.

Councillor McLaughlin discussed the January 3, 2014 email from a resident regarding property values and requested Interim CAO McRadu to respond accordingly.

Action Item:	Interim CAO McRadu to respond to the resident email dated January 6, 2014.
--------------	--

BE IT RESOLVED THAT the Village of Lions Bay Council receive the correspondence up to and including January 10, 2014.

CARRIED

12. New Business

A. 2015 Onset for Organic Waste Pickup – Review of Waste Contract, Task Force and Resident Communication

Mayor Broughton discussed the organic waste pickup mandated by MetroVan effective January 1, 2015. This will require the Village to purchase cans for residents as well as make amendments to the existing waste pickup contract. Council and staff will work together to establish education and implementation in order to be complaint by January 1, 2015. The Chair of the Bear Committee will also be invited to participate in this process.

B. Electronic Communications Policy

Interim CAO discussed the proposed Electronic Communications Policy and recommended its adoption by resolution.

Moved by: Councillor Ando

Seconded by: Councillor McLaughlin

Council raised many questions and sought clarification with respect to specific communication anomalies which may occur at any given time. Interim CAO McRadu discussed the need to have a policy in place as soon as possible with the ability to review it and make amendments as may be necessary moving forward.

Whereas discussions regarding Village business, not subject to Section 90 of the Community Charter (meetings that may or must be closed to the public), should be held in an open and transparent forum at Committee or Council meetings that are generally open to the public; and,

Whereas it is now common practice to send and receive formal and informal communication by electronic communication; and,

Whereas all electronic communication may be available under the Freedom of Information and Protection of Privacy Act; and,

Whereas due to the increased use of electronic communication as a daily form of communication between Council and staff and various outside interests there is a need to establish a protocol around the use of electronic communication regarding Village of Lions Bay business.

THEREFORE BE IT RESOLVED THAT the Village of Lions Bay Council adopts the proposed Electronic Communication Policy, as submitted.

CARRIED

C. Freedom of Information Requests – Fees & Charges

Interim CAO McRadu discussed costs associated to the processing of Freedom of Information requests and recommended the adoption of a fee schedule until such time that a Fees and Charges Bylaw can be passed by Council.

Moved by: Councillor McLaughlin
Seconded by: Councillor Bain

Interim CAO McRadu explained that the vast majority of requests will not result in any fees. Interim CAO McRadu further commented that we are required under provincial legislation to respond to FOI requests and having a billing mechanism in place for the rare cases which involve a significant amount of staff time and resources is the current industry standard among most municipalities.

BE IT RESOLVED THAT the Village of Lions Bay Council implement fees and charges for administrative services related to Freedom of Information and Protection of Privacy Act requests, pursuant to the Freedom of Information and Protection of Privacy Act and in accordance with the fees set out in Schedule 1: Schedule of Maximum Fees of the Freedom of Information and Protection of Privacy Regulation.

CARRIED

D. Village of Lions Bay Public You Tube Channel

Interim CAO McRadu discussed requests for Council meeting audio recordings and the costs associated to these requests. Interim CAO McRadu recommended Council adopt a resolution to upload Council audio to a public YouTube channel to save staff time and resources.

Moved by: Councillor Bain
Seconded by: Councillor McLaughlin

Council discussed the fact some residents do not use the internet and therefore would not have access to records on a YouTube channel. Councillor Ando expressed concern about costs associated to uploading large files to YouTube and the fact that YouTube is primarily meant for video content rather than audio content. Council requested staff to research other delivery methods as well as associated costs and report back at the next meeting.

Action Item:	Interim CAO McRadu to have staff research costs associated to posting audio content to YouTube and the Village website.
--------------	---

TABLED

A. Carole Conlin

Ms. Conlin thanked staff for providing the Council package on the Village website. Ms. Conlin further commented that an increase in the release of documentation into the public domain would likely result in less Freedom of Information requests.

B. Ron Wilke

Mr. Wilke thanked staff for providing “paper free” access to the Council package via the Village website. Mr. Wilke further suggested that a Council reference section be established in the library where residents can browse current and past Council documents at their leisure to keep abreast of what is happening in the Village.

C. Jeffrey Stone

Mr. Stone expressed concern about the Electronic Communications Policy stating the policy is too restrictive and will promote Councillors’ use of other means of communication in an effort to avoid having communications documented on the Village computer server.

Mr. Stone queried when he might receive answers to the outstanding questions noted on his earlier handout. Interim CAO McRadu will report back on the questions at the next Council meeting.

Action Item: Interim CAO McRadu to review Mr. Stone’s outstanding questions and provide responses at the January 28, 2014 Regular Council Meeting.
--

13. In Camera

Moved by: Councillor Bain

Seconded by: Councillor McLaughlin

A. Resolution:

That the Regular Meeting of January 14, 2014 does close this meeting to the public on the basis of matters to be considered under the following section of the *Community Charter*:

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

- c) labour relations or other employee relations
- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality

CARRIED

14. Reporting Out

Council reviewed the proposed amendments to the contract extension with G.McRadu Consulting Ltd. The amendments reflect the addition of the number of working days each month.

Moved by: Councillor McLaughlin
Seconded by: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council approve the amended contract extension with G.McRadu Consulting Ltd.

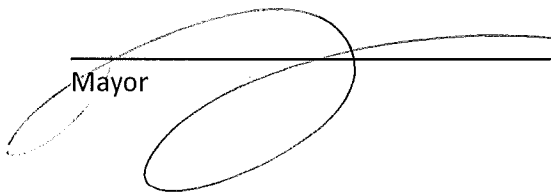
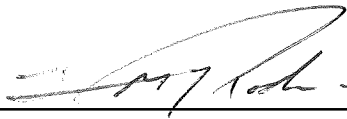
CARRIED

15. Adjournment

Moved by: Councillor Bain
Seconded by: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council adjourn its Regular Meeting of Council of January 14, 2014 at 8:59 p.m.

CARRIED

	
_____ Mayor	_____ Interim CAO