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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**REGULAR MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, JANUARY 28, 2014 at 7:00 PM  
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

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**AGENDA**

(amended January 29, 2014)

1. **Call to Order**
2. **Approval of Agenda**
3. **Public Participation**
4. **Delegations**
5. **Adoption of Minutes**
  - A. Minutes of the Regular Council Meeting of January 14, 2014 (~~page 3~~)
6. **Business Arising from the Minutes**
  - A. Public YouTube Channel – Village of Lions Bay (~~page 11~~)
  - B. Responses to questions raised by J. Stone (~~page 13~~)
7. **Unfinished Business**
8. **Reports**
  - A. Interim CAO (~~page 17~~)
  - B. Mayor and Council (~~page 19~~)
  - C. Committees:
    - i. Standing Committee on Finance:
      - Updated Committee Terms of Reference (~~page 23~~)
9. **Resolutions**
  - A. Reassignment of FOIPPA Officer Role (on table)
10. **Bylaws**
  - A. Fees & Charges, Bylaw #462 (~~page 27~~)
  - B. Repeal of Prior Fees & Charges, Bylaw #465 (~~page 39~~)
11. **Correspondence**
  - A. List of Correspondence to Friday, January 24, 2014 (~~page 43~~)

**12. New Business**

- A. Organic Waste – meeting and communication plan for residents across 2014
- B. Bylaw Enforcement
- C. Agenda Format

**13. Public Questions & Comments**

**14. In Camera**

- A. Resolution:

That the Regular Meeting of January 28, 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:

- 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

**15. Reporting Out**

**16. Adjournment**



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, owner of the commercial property being referred to, advised that during times of extreme weather, the residents of the condominium complex, located adjacent to his commercial property, 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 12<sup>th</sup> 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

Council expressed concern around the Village potentially making a profit through the processing of FOI requests. 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**

### 13. Public Questions & Comments

#### 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. |
|----------------------------------------------------------------------------------------------------------------------------------------------------|

### 14. 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**

**15. 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**

**16. 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**

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Mayor

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Interim CAO

## AGREEMENT

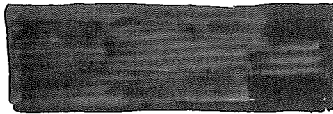
This Agreement is dated for reference the 20th day of September, 2013.

**BETWEEN: THE VILLAGE OF LIONS BAY**

Municipal Hall  
400 Centre Road  
P.O. Box 141  
Lions Bay, B.C.  
V0N 2E0

(the "Municipality")

**AND: G. McRadu Consulting Ltd.**



Information severed under  
FOIPPA Section 22 - Harm  
to Personal Privacy

(the "Contractor")

This Agreement is evidence that in consideration of the promises exchanged below, the Municipality and the Contractor agree with each other as follows:

### Contract Position

1. The Municipality will retain the Contractor to provide services as the Municipality's Interim C.A.O. commencing on the 23<sup>rd</sup> day of September, 2013 with the intention being that the Contractor will provide services until April 30<sup>th</sup>, 2014, or such later date as may mutually be agreed to, subject to termination pursuant to Section 9 herein.
2. The Contractor shall be available to provide the services as the Municipality's Interim C.A.O. at a minimum, the number of days in each of the following months:
  - a. January, 2014 – 17 days
  - b. February, 2014 – 12 days
  - c. March, 2014 – 8 days
  - d. April, 2014 – Shall not exceed 20 days unless approved by Council.

### Contractor's Obligations

3. The Contractor must at all times diligently, competently and effectively provide the services as follows:
  - a) Oversee the day to day operations of the Municipality and on an

interim basis provide the services of the C.A.O.;

- b) obey and observe all orders and directives of Council, whether verbal or written;
- c) obey and observe all administrative rules and regulations, and any other rules and regulations, now in force or from time to time promulgated by the Municipality and governing the operation of the Municipality's undertakings or the duties of the Contractor;
- c) except as required by law, either during the Contractor's service with the Municipality or at any time thereafter, not divulge or disclose any secret or confidential information, or any information which, in good faith and in good conscience, ought not to be disclosed, which the Contractor receives or becomes aware of in the course of the Contractor's service and which relates to the Municipality, the Municipality's operations or undertakings or to other contractors of the Municipality or any other persons with whom the Municipality has any dealings;
- d) co-operate fully with Council for the Municipality and other contractors and members of the public; and
- e) generally do everything in the Contractor's power to advance the interests of the Municipality.

#### **Remuneration**

- 4. The Municipality shall pay the Contractor \$600.00 per day of consulting services plus G.S.T. per month, as invoiced by the Contractor.

#### **Benefit Plans**

- 5. The Contractor shall not be is entitled to participate in any benefit plans provided by the Municipality or to receive any payment in lieu of such benefits, including without limitation, medical benefits, pension or holidays.

#### **Use of Personal Vehicle**

- 6. It is the responsibility of the Contractor to provide a vehicle and to ensure that adequate vehicle insurance is maintained, including insurance for business use. No expenses over and above the amount set out in Section 6 below shall be paid by the Municipality in connection with the vehicle costs.



### **Expense Reimbursement**

7. The Municipality will reimburse the Contractor a flat travel allowance of \$400 per month and other expenses reasonably and directly incurred in the discharge of the Contractor's duties under this Agreement as approved by Council. The Contractor shall provide a cell phone at its expense, provided that the Municipality will reimburse the Contractor for additional usage charges related to the business of the Municipality.

### **Independent Contractor**

8. The Contractor and the Municipality hereby agree that the Contractor is not an employee of the Municipality but shall act as an independent contractor. The Contractor shall be responsible for all taxes in connection with remuneration hereunder and hereby agrees to indemnify and hold the Municipality harmless in respect of any claims which may be advanced by any authority having jurisdiction regarding any failure to withhold Income Tax, Canada Pension Plan, Employment Insurance, Municipal Pension or other amounts.

### **Liability**

9. The Municipality will indemnify and hold the Contractor harmless in respect of claims arising out of the provision of the services hereunder, excluding gross negligence, unlawful acts, dishonesty or defamation.

### **Termination**

10. The Contractor's services may be terminated by:
  - (a) the Contractor, by providing one month's notice; or
  - (b) the Municipality terminating the Contractor's services, as follows:
    - (i) for breach of this agreement, without notice or compensation in lieu of notice; or
    - (ii) without cause or any breach of this agreement, by providing one month's notice or payment in lieu of notice, or a combination thereof, at the discretion of the Municipality.

**Assignment**

11. Neither the Contractor nor the Municipality may assign this Agreement to any extent. For certainty, the Contractor will solely use Mr. Grant McRadu to provide the services hereunder.

**Entire Agreement**

12. This Agreement, and all relevant policies, rules, regulations and bylaws of the Municipality, constitutes the entire Agreement between the Municipality and the Contractor concerning its subject and this Agreement terminates and supersedes all other Agreements, understandings, collateral representations and warranties concerning its subject.

**Independent Advice**

13. The Contractor acknowledges and agrees that the Municipality has recommended that the Contractor seek legal and accounting advice regarding the content and effect of this Agreement. The Contractor also acknowledges and agrees that the Municipality has given the Contractor ample opportunity to discuss the terms of this Agreement and that the Contractor has read this Agreement carefully and has had the opportunity to comment on it before signing it.

THE SEAL OF THE MUNICIPALITY OF  
**VILLAGE OF LIONS BAY** was hereto affixed  
in the presence of:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

)  
)  
)  
)  
)  
)  
)

C/S



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

[www.village.lions-bay.bc.ca](http://www.village.lions-bay.bc.ca)

|                   |                                                      |                     |                               |
|-------------------|------------------------------------------------------|---------------------|-------------------------------|
| <b>Title</b>      | <b>Public YouTube Channel – Village of Lions Bay</b> |                     |                               |
| <b>Author</b>     | <b>M. Koonts</b>                                     | <b>Reviewed By:</b> | <b>G. McRadu, Interim CAO</b> |
| <b>Date</b>       | <b>January 20, 2014</b>                              | <b>Version</b>      |                               |
| <b>Issued for</b> | <b>Regular Meeting of Council January 28, 2014</b>   |                     |                               |

### 1. RESOLUTION:

**THAT the Village of Lions Bay Council resolves to create a public YouTube channel for the uploading of Regular Council Meeting audio files for public consumption and update the Village of Lions Bay website to include links to the YouTube channel and audio files.**

### 2. SUMMARY:

Further to conversation at the January 14, 2014 Regular Council Meeting, staff was directed to conduct further research into this item. Specifically, staff was directed to research the following:

- Upload and hosting costs associated to the use of YouTube
- Potential for uploading of Council audio to the Village of Lions Bay website

Additional information gathering has concluded there would be no fees or costs associated to utilizing YouTube for this purpose. To test this theory, staff uploaded a 600kb “audio only” file (the equivalent size of the largest Council audio file currently on-hand). There were no associated costs and the additional research showed there are many such “audio only” files on YouTube, contrary to the suggestion that YouTube is meant primarily to host video files.

Further research was conducted to establish whether the Village of Lions Bay website could be used as the hosting site for Council audio but this option is not viable because of the maximum upload limit established by the hosting site. However, the VOLB website would accommodate the addition of direct links to audio files uploaded to YouTube.

For Council’s consideration.

Intentionally Blank



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

|            |                                                                                      |              |  |
|------------|--------------------------------------------------------------------------------------|--------------|--|
| Title      | Responses to questions of Mr. J. Stone (per attached handout dated January 14, 2014) |              |  |
| Author     | G. McRadu                                                                            | Reviewed By: |  |
| Date       | January 22, 2014                                                                     | Version      |  |
| Issued for | January 28, 2014 Regular Meeting of Council                                          |              |  |

- 1A The Draft minutes are recorded by the Office Coordinator and review by the Interim CAO.
- 1B The Interim CAO is responsible for preparing the final version of the minutes for Council review.
- 2 The Land Use Master Plan is a valuable tool that can be used to help the planning processes of Council, staff and the citizenry who will work on the update of the OCP. With the upgrading of the Sea to Sky highway, as well as an overall context of population growth and changing demographics in the Lower Mainland, The Village of Lions Bay is feeling the pressure of change. The Village is facing demographic changes and housing affordability challenges. The OCP identifies numerous policies and actions that the Land Use Master Plan will explore including how best to introduce new forms of housing in a way that is both practical and compatible with the existing character and preferences of the community. As part of the study, various options for new housing within existing residential areas will be explored including secondary suites within existing residences, accessory dwellings such as coach houses and duplexes. On larger new or redeveloped sites, other forms of housing such as small lot single-detached, townhouses and possibly live-work and apartments may also be considered.
- Seniors have identified the desire in Lions Bay and as a trend across Canada, to 'age in place' and community members, also want the ability for young people to move back to or move to Lions Bay to participate in a vibrant community.
- 3 The Village is in constant discussion with the RCMP and the RCMP are aware of the issues within the Village. The Village will continue to meet on a regular basis with the RCMP.
- 4/5 The Village has recently met with representatives of CNR and have been advised of how the track and right of way has been maintained. Further discussions will be undertaken with respect to brush/vegetative clearing.

**There are two questions marked as #6**

- 6(1) If this question refers to the Interim CAO; the Interim CAO is responsible for the day to day oversight of the Village administration.
- 6(2) Will Emo has been appointed Acting Manager of Public Works and a candidate has been engaged to assume the Bylaw Officer's duties and responsibilities.
- 7 It is up to Council to determine the appropriate governance structure of the Village.

Intentionally Blank

JANUARY 14, 2014-01-14

TO: THE COUNCIL OF THE VILLAGE OF LIONS BAY:      FROM: MR. J. STONE  
RESIDENT VLB

QUESTIONS STILL REMAINING UNANSWERED:

- 1) A) WHAT HAPPENS TO THE MINUTES RECORDED AT REGULAR  
COUCIL MEETINGS FROM THE TIME THEY ARE MADE TO  
THE TIME THEY ARE PRESENTED TO COUNCIL FOR APPROVAL?  
B) WHO IS RESPONSIBLE FOR PREPARING THE FINAL VERSION  
OF THE MINUTES FOR COUNCIL APPROVAL?
- 2) THE LAND USE MASTER PLAN IS AN INTEGRAL PART OF THE  
OFFICIAL COMMUNITY PLAN AND REFLECTS THE VALUES  
OBJECTIVES, AND GOALS SET FORTH IN THE OFFICIAL  
COMMUNITY PLAN. WHY, THEN IS COUNCIL EMBARKING  
ON PRODUCING A LAND USE MASTER PLAN INDEPENDENT OF THE  
OFFICIAL COMMUNITY PLAN, WHICH, BY THE WAY, IS NOW 5 YEARS  
OLD AND IS ITSELF DUE FOR A MAJOR REVIEW?  
THIS ACTION UNDERMINES THE PROCESS OF THE OFFICIAL  
COMMUNITY PLAN AS IT APPEARS THAT COUNCIL WOULD LIKE TO  
RESTRICT THE SCOPE OF THE OFFICIAL COMMUNITY PLAN AND  
FORCE THE OFFICIAL COMMUNITY PLAN TO FIT IN WITH THE SCOPE  
OF THE LAND MASTER PLAN INSTEAD OF VICE VERSA.
- 3) WHAT IS COUNCIL PLANNING TO DO ABOUT INCREASING THE  
VISIBILITY OF THE R.C.M.P. IN THE VILLAGE.? CURRENTLY THEY  
ARE NOT DOING ANY STREET PATROLING.(SEE OCP SECTION 4.5(k).

- 4) WHAT IS COUNCIL DOING ABOUT THE APPARENT LACK OF  
PREVENTATIVE MAINTENANCE BY CN RAIL ON OUR VILLAGE  
RAILWAY TRACKS?
- 5) A)WHO IS RESPONSIBLE FOR THE CLEARING AWAY OF VEGETATIVE  
GROWTH ON THE RAILWAY RIGHT OF WAYS? IS IT THE VILLAGE,  
OR IS IT CN RAIL?
- B) IF IT IS THE VILLAGE OF LIONS BAY, THEN WHEN WILL THEY BE  
CLEARING THE RIGHT OF WAYS?
- C) IF IT IS CN RAIL, THEN WHEN WILL THEY BE CLEARING THE  
RIGHT OF WAYS?
- 6) A) WHAT ARE THE TERMS OF REFERENCE FOR OUR CURRENT  
CONSULTANT?
- B) IS HE HERE, CONTRACTUALLY TO DEAL WITH  
THE COMMUNITY HALL AND LAND USE MASTER PLAN  
SPECIFICALLY?
- 6) WHEN WILL WE HAVE A NEW WORKS MANAGER AND BY-LAW  
ENFORCEMENT?
- 7) WHEN WILL WE BE HIRING A FULL TIME VILLAGE MANAGER AT A  
SALARY WHICH WE CAN BETTER AFFORD, INSTEAD OF A  
TEMPORARY CONSULTANT?

THESE QUESTIONS HAVE BEEN AWAITNG PROPER RESPONSE FOR  
MORE THAN TWO MONTHS NOW. SURELY THAT IS SUFFICIENT TIME  
TO RESEACH THE ANSWERS.

YOUR ANSWERS PLEASE.





## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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|            |                                          |              |  |
|------------|------------------------------------------|--------------|--|
| Title      | Interim CAO's Report to Council          |              |  |
| Author     | G. McRadu                                | Reviewed By: |  |
| Date       | January 23, 2014                         | Version      |  |
| Issued for | January 28, 2014 Regular Council Meeting |              |  |

- **Administration:**

- o Hired Tony Discon as Bylaw Enforcement Officer. Mr. Discon has previously worked for the Village in 2009 on a part-time basis as the Bylaw Enforcement Officer.
- o The Land Use Master Plan first public workshop will take place February 6<sup>th</sup> at 7:00 p.m. in the gymnasium of Lions Bay Elementary School.
- o Good Neighbour Bylaw has been discussed with solicitor and enforcement being undertaken.
- o Secondary Suite violations are being investigated and discussed with solicitor and enforcement will be forthcoming.
- o Policies / Procedures - a policy review as well as a central policy database is being scoped.
- o Mayor Broughton, Fire Chief Oliver and the Interim CAO will be meeting with representatives from Metro Vancouver to discuss the recent fire at Strachan point.
- o Council has revised the contract to extend the engagement of the Interim CAO.

- **Public Works:**

- o The first Infrastructure Committee meeting will take place in Council Chambers on Thursday, January 30<sup>th</sup> at 7:00 p.m.

- **Community Centre Review:**

- o Staff have been working with Mr. Gerry Longson to prepare options to comply with Council's November 5<sup>th</sup> resolution and the options will be presented in the very near future.

- **2013 Budget year End:**

- o The interim audit is scheduled for early January, 2014
- o Year End is scheduled to be completed January, 2014.

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## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

# REPORT

## Information Report to Council

Presented: January 14<sup>th</sup> to January 28<sup>th</sup>, 2014

From: Mayor Brenda Broughton

Subject: Council Portfolio Update

| Portfolio                                                                                                                                               | Parties Involved                                                                                                                                                                                                                                                                                                                                                                                        | Date                                                                                              | Update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Grants:<br>Community Infrastructure Improvement Fund ~<br><i>Project to be completed by March 31<sup>st</sup>, 2014 for this Funding to be received</i> | Mayor Broughton spoke with John Weston, MP<br><br>Mayor Broughton and John Weston, MP                                                                                                                                                                                                                                                                                                                   | November 20 <sup>th</sup> , 2013<br><br>May 1 <sup>st</sup> , 2013                                | To discuss an extension for the WED \$250,000 funding to line up with the BC Community Recreation Grant.<br><br>John Weston, MP, update re Community Centre Renewal                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Small Community Recreation Grant ~<br><i>Project to be completed by March 31<sup>st</sup>, 2015 for this Funding to be received</i>                     | Mayor, Council with John Weston, MP, Farouk Zaba, Chuck Partridge, 50 Lions Bay Residents, including the ESS Team Members and ESS Director, Sally Pollock and LB Fire Rescue Chief Andrew Oliver and LBFR members. Thank you to ESS for assisting in presenting and serving refreshments and for clean up as well !<br><br>Joan McIntyre, MLA, Mayor, Council, Community Leaders, Volunteers and Staff. | April 4 <sup>th</sup> , 2013<br><br><br><br><br><br><br><br><br><br>March 30 <sup>th</sup> , 2012 | John Weston, MP announced the WEDC Funding of \$250,000 to a maximum of 27% of the Community Centre Renewal budget. This required negotiations that have been committed to in the funding contract.<br><br>A Tea was held in the Village Hall with about 50 people in attendance. This is very good news for Lions Bay. Only 1 in 7 applications were successful.<br><br>Receipt of the \$440,343 Grant for the Community Centre Renovation. Lions Bay was the only community in Metro to receive the Small Community Recreation Grant Funding and only one of six communities in the Sea to Sky Provincial Riding. |
| Community Centre Renewal                                                                                                                                | Mayor Broughton, Grant McRadu,                                                                                                                                                                                                                                                                                                                                                                          | January 9 <sup>th</sup> , 2014                                                                    | Discuss next Steps                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

|                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ~ CCR                                                   | Interim CAO<br>Mayor Broughton, Grant McRadu,<br>Interim CAO, Gerald Longson,<br>Construction Mgr Consultant and Russ<br>Meiklejohn, Architect                                                                                                                                                                                                                                                                                     | October 31 <sup>st</sup> , 2013                                                                                                                                                                                                          | Discuss possible next steps                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Land Master Planning                                    | <p>Mayor, Grant McRadu, Interim CAO, Rob Barrs and Joaquin Karakas, Rob Barrs &amp; Associates</p> <p>Mayor and Council, Rob Barrs &amp; Associates Rob and Joaquin, and Grant McRadu, Interim CAO</p> <p>Mayor Broughton, Interim CAO Grant McRadu</p> <p>Mayor Broughton, Councillor Joanne Ronsley, and Secretary Treasurer Zaba</p> <p>Secretary Treasurer Zaba</p> <p>Mayor Broughton and Secretary-Treasurer Farouk Zaba</p> | <p>January 7<sup>th</sup>, 2014</p> <p>December 5<sup>th</sup>, 2013</p> <p>December 2<sup>nd</sup>, 2013</p> <p>October 10<sup>th</sup>, 2013</p> <p>August 21<sup>st</sup>, 2013</p> <p>April, 2013<br/>April 4<sup>th</sup>, 2013</p> | <p>Conference Call. Preliminary meeting to assist with materials that are required by the consultants.</p> <p>Initial meeting. A Community Workshop is planned for February, 2014. No date has been set as yet.</p> <p>Discussion of Brunswick Pit lands, what portion remains gravel, what portion, if any, has gone over to the Crown. This meeting preceeds Land Master Planning.</p> <p>Land Tour and Review</p> <p>Review of Tenders.<br/>Tender RFP sent out to about a dozen planners due June 14<sup>th</sup>, 2013 regarding Land Master Planning.</p> <p>Land Master Planning document ready to be sent out for RFP. Separately Mr. Zaba will contact Pierre Friele to review Village LiDAR.</p> |
| Metro Board Meeting                                     | Board Directors                                                                                                                                                                                                                                                                                                                                                                                                                    | January 24 <sup>th</sup> , 2014                                                                                                                                                                                                          | Board Meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Translink Mayor's Council                               | Metro Mayor's                                                                                                                                                                                                                                                                                                                                                                                                                      | January 22nd , 2014                                                                                                                                                                                                                      | Meeting re: Funding referendum discussion & update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Ministry of Forest, Lands and Natural Resources Meeting | <p>Mayor Broughton, Councillor Ronsley, Dave Southam, Min of FLNRO, John Oakley, EMBC, BGC Engineer, Grant McRadu, Residents of Upper Bayview</p> <p>Mayor Broughton, Jordan Sturdy, MLA, Councillor Ronsley</p>                                                                                                                                                                                                                   | <p>November 7<sup>th</sup>, 2013</p> <p>November 6<sup>th</sup>, 2013</p>                                                                                                                                                                | <p>Meeting with Residents to provide Provincial decision.</p> <p>Provide MLA with briefing on Upper Bayview Slope</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

|                             |                                                                                                                                                                                                     |                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2014 Budget                 | Mayor Broughton, Councillor Ron McLaughlin, Grant McRadu, Interim CAO and Hari Suvarna, CFO                                                                                                         | January 22 <sup>nd</sup> , 2014                                     | Met to review the 2014 Budget and Five Year Plan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                             | Mayor Broughton, Councillor Ron McLaughlin, Grant McRadu, Interim CAO, Hari Suvarna, CFO                                                                                                            | November 28 <sup>th</sup> , 2013                                    | Review of Draft 2014 Budget                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                             | Mayor Broughton, Councillor Ron McLaughlin                                                                                                                                                          | October 8 <sup>th</sup> , 2013                                      | Review of Draft 2014 Budget                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                             | Mayor Broughton, Councillor Ron McLaughlin, Farouk Zaba, Secretary-Treasurer, and Hayley Cook, Acctg Clerk                                                                                          | September 24 <sup>th</sup> , 2013                                   | 2014 Budget Preparation and Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| BC Small Community Grant    | Mayor Broughton, Councillor Fred Bain, Councillor Joanne Ronsley, The Honourable Coralee Oakes, Minister of Community, Sport and Cultural Development, Deputy Minister Rebecca Denlinger and staff. | October 28 <sup>th</sup> , 2013                                     | Met with and were successful in confirming the continuance of the BC Small Community Grant for 2014, 2015, and 2016 in the Provincial Three Year Budget, along with a philosophical commitment for its continuance. MLA Jordan Sturdy, in a phone call on October 28 <sup>th</sup> , following the Minister's meeting confirmed his full support of this initiative. In the meeting it was confirmed at previous years levels, and we were provided with the sum of \$298,000. We have notified the Ministry that our records show previous \$305,000. |
| Emergency Program Committee | Mayor Broughton; Councillor Fred Bain, Chair; Grant McRadu, Interim CAO; Will Emo, Acting Public Works Manager, Brian Croston, BC Ambulance, Brian Cumming, RCMP and Andrew Oliver, Fire Chief      | January 16 <sup>th</sup> , 2014                                     | The focus of the meeting was Evacuation Planning and a Risk Survey.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Strachan Creek House Fire   | Mayor Broughton and Fire Chief Andrew Oliver                                                                                                                                                        | January 17 <sup>th</sup> , 18 <sup>th</sup> , 19 <sup>th</sup> 2014 | Fire Chief Oliver, LBFR; West Vancouver Fire Rescue and the Vancouver Fire Boat, all join together to 'save' the neighbourhood, while losing the house that was on fire.                                                                                                                                                                                                                                                                                                                                                                               |
| Infrastructure Committee    | Mayor Broughton; Councillor Ando, Chair and Committee Member                                                                                                                                        | January 22 <sup>nd</sup> , 2014                                     | Review of the Infrastructure Reports.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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### **STANDING COMMITTEE ON FINANCE TERMS OF REFERENCE**

#### **DESCRIPTION**

The purpose of the Standing Committee on Finance is to provide advice to Council on the Village of Lions Bay financial affairs.

#### **MANDATE**

The Committee will, consistent with the general purpose described above, provide advice to Council on various financial matters including but not restricted to the following:

- Review of annual operating and capital budgets
- Budget structure, formulation and reporting
- Revenues, usual and unusual ( including the use of Provincial and Federal grants)
- Reserves – infrastructure and capital
- Debt and debt servicing policies
- Benchmarking

#### **OBJECTIVES**

- o To recommend budget principles to guide financial planning and decisions by council;
- o To review village revenues and use of grants;
- o To review proposed budgets to ensure that expenditures are supported by expected revenues and to ensure the reporting format supports Council decisions and long term needs of the Village;
- o To review the Village Long-Term Infrastructure plan and ensure that Village financial planning will address the life cycle cost of assets;
- o To monitor and recommend to Council appropriate reserve levels to maintain financial stability;
- o To provide financial or other technical expertise from which Village staff and Council may seek opinions.

## **STRUCTURE OF THE FINANCE ADVISORY COMMITTEE**

- o The Finance Committee shall consist of nine in total, with three being Council members including the Mayor, plus up to four residents of Lions Bay. The Village Administrator and Village Treasurer shall be ex-officio members.
- o Resident members will be appointed by Council for a term of two years, or upon occasion three years. The intent shall be that any new Council will have the benefit of resident members with at least one year's experience; Council may reappoint an existing member whose term is expiring;
- o The Chair shall be the Mayor or a member of Council appointed by the Mayor;
- o The FAC shall be open for membership to people who reside in the Village of Lions Bay with professional credentials or depth of practical experience in financial areas. Council shall make all appointments.

## **REMUNERATION AND EXPENSES**

No member of the FAC shall receive compensation; membership shall be strictly on a volunteer basis. However, if meetings occur, refreshments may be provided.

## **RULES OF PROCEDURE**

The FAC will operate via meetings chaired by the Mayor or a Council member appointed by the Mayor. Minutes will be taken and circulated, and will be made available for public review. The FAC will have no quorum and will not vote on items, although the Chair may occasionally seek to find a consensus view or recommendation among members on some topic. The Chair shall report Committee findings and recommendations to staff or Council as appropriate.

## **MEETINGS**

Meetings shall be held at regular intervals as directed by Council during the fall-winter budget cycle. Meeting or consultation dates will be confirmed at least a week in advance, with the Chair providing an outline of the basic agenda. If conference calls occur, the Chair shall provide for notes to be taken and circulated.

## **POWERS**

- The Lions Bay Village Council or its Administrator may at their discretion refer to the Finance Advisory Committee for consideration and advice any matter relating to public finance;
- The Chair of the FAC shall bring forward any advice, opinion or recommendations to the Village Council, staff or financial consultants engaged by the Village;



## **DUTIES AND REQUIREMENTS**

- Members of the FAC will be required to have access to email such that information can be downloaded, and notification of consultations or meetings and follow up can be carried out electronically;
- The FAC may at Council's request participate in the review of input received from the general public from questionnaires, open houses and any other public forum or meeting conducted by the Village.

## **AUTHORITY:**

Approved by Council this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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Administrator

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Item #9A - on table

## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

[www.village.lions-bay.bc.ca](http://www.village.lions-bay.bc.ca)

|            |                                             |              |                        |
|------------|---------------------------------------------|--------------|------------------------|
| Title      | Reassignment of FOIPPA Officer Role         |              |                        |
| Author     | M. Koonts                                   | Reviewed By: | G. McRadu, Interim CAO |
| Date       | January 27, 2014                            | Version      |                        |
| Issued for | Regular Meeting of Council January 28, 2014 |              |                        |

### 1. RESOLUTION:

THAT the Village of Lions Bay Council approves the reassignment of the FOIPPA Officer role from the CAO to the Office Coordinator, effective immediately.

### 2. SUMMARY:

Freedom of Information Requests are logged, tracked and final results compiled primarily by the Office Coordinator; who also has the Village's most in-depth knowledge about FOIPPA legislation and request processing.

We are therefore recommending the title and associated duties of FOIPPA Officer be formally reassigned from the CAO to the Office Coordinator.

For Council's consideration.

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



## **Fees and Charges Bylaw, 2014**

### **Bylaw No. 462**

Adopted {}, 2014

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

Phone: 604-921-9333 Fax: 604-921-6643

Email: [office@lionsbay.ca](mailto:office@lionsbay.ca) Web: [www.lionsbay.ca](http://www.lionsbay.ca)

**VILLAGE OF LIONS BAY**

**BYLAW NO. 462**

**FEES AND CHARGES, 2014**

**Being a bylaw to provide for the provision of imposing fees and charges**

**WHEREAS** pursuant to the provision of the *Community Charter*, the Village of Lions Bay may impose municipal fees in respect of:

- a) all or part of a service of the municipality,
- b) the use of municipal property, or
- c) the exercise of authority to regulate, prohibit or impose requirements.

**THEREFORE, be it resolved that** the Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:-

**Part 1 – CITATION**

- 1.1 The Bylaw may be cited as “Fees & Charges Bylaw No. 462, 2014”.

**Part 2 – SEVERABILITY**

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

**Part 3 – FEES AND CHARGES**

- 4.1 The Municipality hereby imposes the fees for the provision of services and information as specified in Schedules 1 to 10 inclusive, which are attached hereto and form part of this Bylaw.
- 4.2 Fees or charges imposed under this Bylaw for the provision of services or information apply instead of fees or charges imposed under other bylaws for the same services or information. A reference to a more specific matter supersedes a reference to a more general matter.

**Schedules**

Schedule 1: General Administration  
Schedule 2: Development, Land and Building Services  
Schedule 3: Engineering and Public Works  
Schedule 4: Animal Control & Licencing  
Schedule 5: Traffic & Parking Fees  
Schedule 6: Community Facility Rentals  
Schedule 7: Filming  
Schedule 8: Fire Rescue / Emergency Permits & Fees  
Schedule 9: Memorials and Dedications  
Schedule 10: General

**READ A FIRST TIME**

\_\_\_\_\_, \_\_\_\_

**READ A SECOND TIME**

\_\_\_\_\_, \_\_\_\_

**READ A THIRD TIME**

\_\_\_\_\_, \_\_\_\_

**ADOPTED**

\_\_\_\_\_, \_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

Certified a true copy of  
Bylaw No. 462, 2014 as adopted.

\_\_\_\_\_  
Corporate Officer

**SCHEDULE 1 – GENERAL ADMINISTRATION**

| Description                                                                                                                                                                                                                                                                                                                   | Fee                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| Freedom of Information and Protection of Privacy – Requests for Information Fees payable for requests made under the <i>Freedom of Information and Protection of Privacy Act</i> shall be in accordance with Regulation 323/93 of the <i>Freedom of Information and Protection of Privacy Act</i> , Schedule of Maximum Fees. | As per Reg. 323/93                                          |
| Photocopying / printing                                                                                                                                                                                                                                                                                                       | \$0.25 per page (black & white)<br>\$1.65 per page (colour) |
| Copy of house plans                                                                                                                                                                                                                                                                                                           | \$75 plus actual printing costs                             |
| NSF cheque fee (returned cheques)                                                                                                                                                                                                                                                                                             | \$30 per cheque                                             |
| Tax certificates                                                                                                                                                                                                                                                                                                              | \$30 each                                                   |
| Property title search from Land Title Office                                                                                                                                                                                                                                                                                  | \$25                                                        |
| Reprinted tax / utility documents                                                                                                                                                                                                                                                                                             | \$20 per document                                           |
| Library membership                                                                                                                                                                                                                                                                                                            | \$7.50 single<br>\$15 family                                |
| Lions Bay Flag                                                                                                                                                                                                                                                                                                                | \$100                                                       |
| Lions Bay Historical Society Booklet                                                                                                                                                                                                                                                                                          | \$8                                                         |
| Lions Bay stickers                                                                                                                                                                                                                                                                                                            | \$2                                                         |

**Commented [MK1]:** Established by resolution Jan. 14/14

**Commented [MK2]:** New – standard rate within FOIPPA and other municipalities

**Commented [MK3]:** Existing – no change

**Commented [MK4]:** Existing – no change

**Commented [MK5]:** Existing – no change

**Commented [MK6]:** New – we are charged by the LTO to perform these searches

**Commented [MK7]:** New

**Commented [MK8]:** Existing – no change

**Commented [MK9]:** Existing – no change

**Commented [MK10]:** Existing – no change

**Commented [MK11]:** Existing – no change



**SCHEDULE 2 – DEVELOPMENT, LAND AND BUILDING SERVICES**

| Description                                                                                                                                                                                                                                                                                                                                                                                                                                   | Fee                                                                                                                                                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Official Community Plan Amendment                                                                                                                                                                                                                                                                                                                                                                                                             | \$2500 or \$3000 if combined with rezoning application with \$700 refunded if no public hearing.                                                                                                                                                                    |
| Zoning Bylaw Amendment                                                                                                                                                                                                                                                                                                                                                                                                                        | \$2500 with \$700 refunded if no public hearing.                                                                                                                                                                                                                    |
| Development Permit                                                                                                                                                                                                                                                                                                                                                                                                                            | \$1000                                                                                                                                                                                                                                                              |
| Development Variance Permit                                                                                                                                                                                                                                                                                                                                                                                                                   | \$650                                                                                                                                                                                                                                                               |
| Land subdivisions applications                                                                                                                                                                                                                                                                                                                                                                                                                | \$1500 plus \$200 per lot<br>\$500 lot line adjustment                                                                                                                                                                                                              |
| Building Permits (based on value of construction): <ul style="list-style-type: none"> <li>Minimum fee (&lt;\$1,000)</li> <li>\$1,000-\$9,999</li> <li>\$10,000-\$29,999</li> <li>\$30,000-\$49,999</li> <li>\$50,000-\$99,999</li> <li>\$100,000 and greater</li> </ul> <p><i>The minimum fee for a building permit for a <u>new dwelling</u> shall be not less than the fee for a building having a value of \$250,000 (\$1,562.50).</i></p> | \$100<br>\$150 plus \$10 per \$1000<br>\$200 plus \$7 per \$1000<br>\$325 plus \$6.50 per \$1000<br>\$450 plus \$5.75 per \$1000<br>\$775 plus \$5.25 per \$1000<br><br><i>Building permits are valid for two years at which time a renewal permit is required.</i> |
| Damage Deposit (based on value of construction): <ul style="list-style-type: none"> <li>Up to \$50,000</li> <li>Greater than \$50,000</li> </ul> <p><i>A damage deposit is required when taking out a building permit. An occupancy certificate is needed and inspection by Works Superintendent is required prior to damage deposit being returned.</i></p>                                                                                  | \$1,500<br>\$3,000                                                                                                                                                                                                                                                  |
| Board of Variance                                                                                                                                                                                                                                                                                                                                                                                                                             | \$500                                                                                                                                                                                                                                                               |
| Demolition fees:                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                     |
| Accessory building or structure                                                                                                                                                                                                                                                                                                                                                                                                               | \$50 per building                                                                                                                                                                                                                                                   |
| Single or two family dwelling                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200 per building                                                                                                                                                                                                                                                  |
| All other buildings                                                                                                                                                                                                                                                                                                                                                                                                                           | \$500 per building                                                                                                                                                                                                                                                  |
| Site Alteration Permit Fee                                                                                                                                                                                                                                                                                                                                                                                                                    | \$250                                                                                                                                                                                                                                                               |
| Reconsideration by Council                                                                                                                                                                                                                                                                                                                                                                                                                    | \$125                                                                                                                                                                                                                                                               |
| Permit renewals                                                                                                                                                                                                                                                                                                                                                                                                                               | \$100                                                                                                                                                                                                                                                               |
| <i>A building permit is valid for two years at which time a renewal permit is required.</i>                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                     |
| Change of Address                                                                                                                                                                                                                                                                                                                                                                                                                             | \$500                                                                                                                                                                                                                                                               |
| Covenant Registration                                                                                                                                                                                                                                                                                                                                                                                                                         | \$100                                                                                                                                                                                                                                                               |
| Soil and other material deposit permit                                                                                                                                                                                                                                                                                                                                                                                                        | \$50                                                                                                                                                                                                                                                                |

**Commented [MK12]:** Existing – no change (NB: Bowen charges \$3600)

**Commented [MK13]:** Existing – no change (NB: Bowen charges \$3600)

**Commented [MK14]:** Existing – no change

**Commented [MK15]:** Existing – no change (same rate as Bowen)

**Commented [MK16]:** Existing – no change

**Commented [MK17]:** Upped by approx.15%

**Commented [MK18]:** Existing – no change

**Commented [MK19]:** Upped – was only \$60, does not even begin to cover the associated costs. Bowen charges \$650.

**Commented [MK20]:** Modified – was \$100 per structure for any type

**Commented [MK21]:** New – same as Bowen

**Commented [MK22]:** Existing – no change

**Commented [MK23]:** Existing – no change

**Commented [MK24]:** Existing – no change

**Commented [MK25]:** Existing – no change

|                                                                                                                                                                   |                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Blasting permit application fee                                                                                                                                   | \$25                                                                                            |
| Secondary suite surcharge                                                                                                                                         | 40% of Annual Utility Billing                                                                   |
| Tree cutting permit applications                                                                                                                                  | \$40                                                                                            |
| Oil Tank Inspection Fee                                                                                                                                           | \$200                                                                                           |
| Plumbing Fee                                                                                                                                                      | \$10 per fixture, minimum \$30                                                                  |
| Alternate Solutions:<br>Building Inspector (additional charge if required on more involved issues)                                                                | \$100 minimum<br>\$55 per hour                                                                  |
| Code Professional (additional charge if required on more involved issues)                                                                                         | \$145 per hour                                                                                  |
| Extra Inspections (after second inspection)                                                                                                                       | \$100 per inspection                                                                            |
| Lot grading deposit                                                                                                                                               | \$150 minimum (up to 10 loads)<br>\$500 (more than 10 loads)                                    |
| Pre-inspection of a building being moved within the Village                                                                                                       | \$300 per structure                                                                             |
| When a permit is surrendered and cancelled before any construction begins and the owner has provided written notification that the project will not be undertaken | 50% of the building permit fee and 100% of the deposit shall be refunded to the property owner. |
| Plan review for building design modifications                                                                                                                     | \$75                                                                                            |
| Transfer of building permit                                                                                                                                       | \$75                                                                                            |
| Swimming pool construction                                                                                                                                        | Permit fee based on value of construction as noted under Building Permits                       |
| Registration & review of Section 219 covenant placed according to the Land Title Act                                                                              | \$300                                                                                           |
| For discharge of Section 219 covenant placed according to the Land Title Act                                                                                      | \$100                                                                                           |

**Commented [MK26]:** Existing – no change

**Commented [MK27]:** Existing – no change

**Commented [MK28]:** Increased by \$20 – WV charges \$100 minimum, Squamish charges \$75

**Commented [MK29]:** New – same as Squamish

**Commented [MK30]:** New – Squamish is \$12/fixture, Bowen is \$15

**Commented [MK31]:** New – same as Squamish

**Commented [MK32]:** New

**Commented [MK33]:** New

**Commented [MK34]:** New – same as Bowen

**Commented [MK35]:** New – same as Bowen

**Commented [MK36]:** New – same as Bowen

**Commented [MK37]:** New – same as Bowen

**Commented [MK38]:** New – same as Bowen

**Commented [MK39]:** New – same as Bowen

**Commented [MK40]:** New – same as Bowen

*\*NOTE: All permits include one inspection. All security deposits are refunded, less costs incurred, after Final Inspection*

**SCHEDULE 3 – ENGINEERING & PUBLIC WORKS**

| Description                        | Fee                      |
|------------------------------------|--------------------------|
| Water service connection fees      | \$600 plus actual costs  |
| Sewer service connection fees      | \$600 plus actual costs  |
| Locate water shutoff               | \$50 per hour or portion |
| Water turn on / off                | \$50 per hour or portion |
| Bear Smart garbage container       | \$200                    |
| Green Waste utility trailer rental | \$150                    |
| Composter Earth Machine rental     | \$73.50                  |
| Composter turner                   | \$16.30                  |
| Carry box                          | \$6.50                   |

**Commented [MK41]:** Existing – no change

**Commented [MK42]:** Upped at PW Manager's recommendation

**Commented [MK43]:** New – PW Manager's recommendation

**Commented [MK44]:** New – PW Manager's recommendation

**Commented [MK45]:** Existing – no change

**Commented [MK46]:** Upped at PW Manager's recommendation

**Commented [MK47]:** Existing – no change

**Commented [MK48]:** Existing – no change

**Commented [MK49]:** Existing – no change

**SCHEDULE 4 – ANIMAL CONTROL & LICENCING**

Commented [MK50]: Existing – no changes

| Description                                                                   | Fee                                                         |
|-------------------------------------------------------------------------------|-------------------------------------------------------------|
| Annual licence for altered dog                                                | \$30 if paid before March 30<br>\$60 if paid after March 30 |
| Annual licence for unaltered dog                                              | \$60 if paid before March 30<br>\$90 if paid after March 30 |
| Rebate of annual licence fee for dog altered subsequent to licence being paid | \$30                                                        |
| Tag replacement                                                               | \$10                                                        |

## **SCHEDULE 5 – TRAFFIC & PARKING FEES**

**Commented [MK51]:** Existing – no changes

### **FEES FOR PERMITS**

| <b>Description</b>                                                                                                                                                                                                                                                                                                    | <b>Fee</b>                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| Extra annual resident parking permit – obtainable by a resident, allows parking in “resident parking” zones                                                                                                                                                                                                           | \$40 per year                                        |
| Worksite parking permit for building-site workers for three months – obtainable by homeowners or construction managers on projects, allows parking in “resident parking” or “construction parking” zones                                                                                                              | \$40 for three months                                |
| Film company parking <ul style="list-style-type: none"> <li>Worker’s personal vehicle</li> <li>Film company truck</li> </ul>                                                                                                                                                                                          | Refer to Schedule 7: Filming                         |
| Visitor parking day pass – obtainable by visitors, allows parking for one day in “resident only” zones                                                                                                                                                                                                                | \$10 per vehicle                                     |
| Special occasion parking for visitors - obtainable by residents, allows parking for one day for guests                                                                                                                                                                                                                | \$1 per vehicle                                      |
| Operating a vehicle or combination of vehicles in excess of 63,500 kgs licensed gross vehicle weight on highway                                                                                                                                                                                                       | \$35 per vehicle load                                |
| Monthly fee for parking of extraordinary vehicle or trailer on Village property, with permission of Council <ul style="list-style-type: none"> <li>Vehicle or trailer 6.1- 6.5 metres in length</li> <li>Vehicle or trailer 6.5-7.7 metres in length</li> <li>Vehicle or trailer over 7.7 metres in length</li> </ul> | \$80 per month<br>\$110 per month<br>\$135 per month |
| Daily fee for placing dumpster on highway                                                                                                                                                                                                                                                                             | \$35                                                 |

Where work is performed by the Village in cleaning up spills or deposits on a highway, or remediating damage to a highway, fees per hour of work will be charged as shown below, to cover staff time plus use of Village equipment. Actual extra costs to the Village for items such as fuel, materials, turf, plants, storage in commercial premises, and equipment rentals required for clean-up or remediation work, will also be charged, based on invoices or receipts for materials or equipment. If work is performed by a commercial contractor under contract to the Village, the actual cost of the contract will be charged, in addition to a \$150 flat fee for Village administration time.

|                                            |                        |
|--------------------------------------------|------------------------|
| Clean-up of spills or deposits on highway  | \$100 per hour of work |
| Remediation of damage to highway           | \$100 per hour of work |
| Administration fee for commercial contract | \$150                  |

### **FEES FOR REMOVALS FROM HIGHWAY**

Where vehicles, obstructions and chattels are removed from a highway, fees per hour of work are charged for removals and towing. If these items are not claimed and must subsequently be advertised and sold at auction, a flat fee is charged to cover the cost of storage, administration time and advertising.

|                                                                  |                                                           |
|------------------------------------------------------------------|-----------------------------------------------------------|
| Removal of chattels, obstructions and things seized from highway | \$100 per hour of work, plus \$50 per day fee for storage |
| Towing of vehicle                                                | \$100 per hour of towing                                  |
| Sale of chattels, obstructions and things seized from highway    | \$1000 flat fee                                           |

## SCHEDULE 6 – COMMUNITY FACILITY RENTALS

The following rates apply to bookings made by Lions Bay residents. A surcharge of 20% will apply to all rates for bookings made by non-residents.

| Description                                                                                                                                                                                                                                                                                                                                           | Fee                                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Village Hall Rental:</b>                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                          |
| <ul style="list-style-type: none"> <li>Special events including parties, weddings, art shows, garage sales, dances etc.</li> <li>Children's parties</li> <li>Meetings, AGMS, workshops, committee meetings etc.</li> </ul>                                                                                                                            | \$150* if liquor is being served;<br>\$100* if liquor is not being served<br>\$40<br>\$75* for hall and kitchen<br>\$25* for kitchen or upper floor room |
| <ul style="list-style-type: none"> <li>Private Program Activities</li> <li>Community Group activities with membership open to all members of the community, meeting a maximum of one session per week for a maximum of 12 hours per month.</li> <li>Casual or drop in events</li> <li>Monthly programs contracted through the municipality</li> </ul> | \$10* per hour, minimum 4 hours<br>\$25 per month<br>\$10 per hour<br>15% of revenue                                                                     |
| Library Rental                                                                                                                                                                                                                                                                                                                                        | \$25                                                                                                                                                     |
| Cancellation fee (less than 48 hours' notice)                                                                                                                                                                                                                                                                                                         | Forfeiture of damage deposit                                                                                                                             |
| Damage/cleaning deposit for facility rental                                                                                                                                                                                                                                                                                                           | \$100 refundable at the discretion of the Village Manager                                                                                                |
| Table rental                                                                                                                                                                                                                                                                                                                                          | \$10 per table                                                                                                                                           |
| Chair rental                                                                                                                                                                                                                                                                                                                                          | \$1 per chair (\$10 minimum)                                                                                                                             |
| Sound system rental (for use off site)                                                                                                                                                                                                                                                                                                                | \$75~                                                                                                                                                    |
| Security deposit for equipment/resources                                                                                                                                                                                                                                                                                                              | \$50                                                                                                                                                     |
| Assemble/disassemble chairs, tables and/or sound system                                                                                                                                                                                                                                                                                               | \$50 for set up<br>\$50 for take down                                                                                                                    |

\*plus damage deposit  
~plus security deposit

Commented [MK52]: Existing – no changes

Commented [MK53]: Existing – no changes

Commented [MK54]: New

Commented [MK55]: Existing – no change

Commented [MK56]: Existing – no change

Commented [MK57]: Existing – no change to amount but minimum charge suggested

Commented [MK58]: Existing – no change

Commented [MK59]: Existing – no charge

Commented [MK60]: New – PW time is valuable and it takes them away from other things

#### SCHEDULE 7 – FILMING

| Description                     | Fee        |
|---------------------------------|------------|
| Filming application fee         | \$250      |
| Filming fee (per day)           | \$300      |
| Damage deposit                  | \$5000     |
| Filming in VOLB parks           | \$500      |
| Parking fees:                   |            |
| • Vehicle                       | \$25/day   |
| • Truck                         | \$100/day  |
| Filming Liaison                 | \$40/hour  |
| Municipal Services              | \$80/hour  |
| Fire Rescue Services            | \$100/hour |
| Fireworks (pyrotechnics) permit | \$50       |

**Commented [MK61]:** Existing – no changes (except fireworks permit)

**Commented [MK62]:** New – recommended by A. Oliver

#### SCHEDULE 8 – FIRE RESCUE / EMERGENCY PERMITS & FEES

| Description                                                                                                                          | Fee                                           |
|--------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| False Alarms:                                                                                                                        |                                               |
| • Second occurrence during a 12 month period                                                                                         | \$75                                          |
| • Third occurrence during a 12 month period                                                                                          | \$100                                         |
| • Fourth and subsequent occurrence during a 12 month period                                                                          | \$150                                         |
| Fire investigation                                                                                                                   | \$200 per hour or portion plus security costs |
| Fire Safety Plan Review                                                                                                              | \$100                                         |
| Inspection of buildings other than routine inspections (after 2 <sup>nd</sup> inspection) under the Fire Services Act                | \$100                                         |
| Inspection of buildings other than routine inspections (after 3 <sup>rd</sup> and subsequent inspection) under the Fire Services Act | \$200                                         |
| Inspections – special request                                                                                                        | \$150                                         |
| Special events fire permit/inspection                                                                                                | \$100 per hour or portion                     |
| Fireworks Permit                                                                                                                     | \$20                                          |

**Commented [MK63]:** Existing – no change

**Commented [MK64]:** New – recommendation of A. Oliver (same as Squamish)

**Commented [MK65]:** New – recommendation of A. Oliver (same as Squamish)

**Commented [MK66]:** New – recommendation of A. Oliver (same as Squamish)

**Commented [MK67]:** New – recommendation of A. Oliver (same as Squamish)

**Commented [MK68]:** New – recommendation of A. Oliver (same as Squamish)

**Commented [MK69]:** New – recommendation of A. Oliver (same as Squamish)

**Commented [MK70]:** New – recommendation of A. Oliver (Squamish is \$100)

\*Note: all permits include one inspection

**SCHEDULE 9 – MEMORIALS AND DEDICATIONS**

| Description      | Fee                                                                                                                 |
|------------------|---------------------------------------------------------------------------------------------------------------------|
| Bench Dedication | \$1,200 - \$1,500 includes cost and installation of bench, cost and installation of plaque and ongoing maintenance. |

Commented [MK71]: Existing – no change

**SCHEDULE 10 – GENERAL**

| DESCRIPTION              | Fee            |
|--------------------------|----------------|
| Boat space rental permit | \$100 per year |

Commented [MK72]: Existing – no change





THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



## **Repeal of Prior Fees and Charges, 2014**

### **Bylaw No. 465**

**Adopted {}, 2014**

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

Phone: 604-921-9333 Fax: 604-921-6643

Email: [office@lionsbay.ca](mailto:office@lionsbay.ca) Web: [www.lionsbay.ca](http://www.lionsbay.ca)

**VILLAGE OF LIONS BAY**

**BYLAW NO. 465**

**REPEAL OF PRIOR FEES AND CHARGES, 2014**

**Being a bylaw to repeal certain previously established fees and charges**

**WHEREAS** the Village of Lions Bay proposes to adopt a Fees and Charges bylaw to consolidate municipal fees and charges in respect of:

- a) all or part of a service of the municipality,
- b) the use of municipal property, or
- c) the exercise of authority to regulate, prohibit or impose requirements.

**AND WHEREAS** the Village of Lions Bay wishes to amend previous bylaws to delete existing fees and charges to be replaced by the proposed Fees and Charges bylaw;

**THEREFORE, be it resolved that** the Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:-

**Part 1 – CITATION**

- 1.1 This Bylaw may be cited as “Repeal of Prior Fees and Charges, Bylaw No. 465, 2014” and will repeal certain fees and charges contained within existing municipal bylaws.

**Part 2 – SEVERABILITY**

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

**Part 3 – CONSEQUENTIAL AMENDMENTS**

- 3.1 The following Bylaws are hereby amended:
  - (1) Water Bylaw #2, 1971 is amended by deleting the Connection Charges section of Schedule A and amending Section 4 to read as follows: “Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014.”

- 
- (2) Sewer Bylaw #101, 1984 is amended by renaming Section 3 to Fees and amending to read as follows: "Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014", renumbering item 17 to number 18 and moving Item 4 from the existing Schedule A to item 17 of the Bylaw with Schedule A to be deleted.
  - (3) Subdivision Bylaw #141, 1985 is amended with Section 5 to read as follows: "Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014. These fees will be in addition to any fee prescribed under the Land Title Act."
  - (4) Lions Bay Soil and Material Deposit Bylaw #157, 1987 is amended with Section 6 to read as follows: "Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014."
  - (5) Village of Lions Bay Blasting Bylaw #170, 1988 is amended with Section 5 to read as follows: "Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014."
  - (6) Building Regulation Bylaw #234, 1994 is amended by deleting Schedule D, renaming the section titled Schedules to Schedules and Fees, renumbering Section 21 to be numbered 21(b) and adding the following as Section 21(a): "Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014."
  - (7) Security Alarm System Regulation Bylaw #272, 1997 is amended with Section 6 to read as follows: "Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014."
  - (8) Village of Lions Bay Dog Bylaw #376, 2006 is amended by deleting Schedule A and adding the following as Section 23: "Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014."
  - (9) Tree Bylaw #393, 2007 is amended with Section 3.4.1.4 to read as follows: "A non-refundable permit application fee shall be payable as set out set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014."
  - (10) Traffic and Parking Bylaw #413, 2009 is amended by deleting Schedule A and adding the following as Section 35: "Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014."

- (11) Development Application Procedures and Fee Bylaw #431, 2011 is amended by deleting the existing Schedule B, renaming Schedule C to Schedule B and amending Section 5 to read as follows: "Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in the Municipality of the Village of Lions Bay Fees and Charges Bylaw No. 462, 2014."

**READ A FIRST TIME**

\_\_\_\_\_, \_\_\_\_

**READ A SECOND TIME**

\_\_\_\_\_, \_\_\_\_

**READ A THIRD TIME**

\_\_\_\_\_, \_\_\_\_

**ADOPTED**

\_\_\_\_\_, \_\_\_\_

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Corporate Officer**

**Certified a true copy of  
Bylaw No. 465, 2014 as adopted.**

\_\_\_\_\_  
**Corporate Officer**

## VILLAGE OF LIONS BAY

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### Incoming Correspondence - January 28, 2014

- 1 G - 140103 BC Emergency Health Services re Local Gov Interest in 1st Resp Services.pdf
  - 2 G - 140107 District Nth Van re Provincial Core Review & Agricultural Land Comm.pdf
  - 3 G - 140114 Corp of Delta re Metro Van Southlands Appli.pdf
  - 4 G - 140115 Kinder Morgan re Applic Trans Mtn Exp Proj.pdf
  - 5 G - 140115 Ombudsperson Report for Files Closed Oct 1 to Dec 31 2013.pdf
  - 6 G - 140116 MLA ltr Re-Local Gov't Elections Task Force Campaign Financing Act.pdf
  - 7 G - 140117 Seniors BC e-Newsletter January 2014 issue.pdf
- 
- 1 R - 140121 email from resident re Lower Kelvin Grove .pdf

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VILLAGE OF LIONS BAY ✓  
FILE TO I/C  
FILE TO PROPERTY FILE  
OTHER



January 3, 2014

File: 200-20/RAP  
Cliff: 990287

Mayor Brenda Broughton  
Village of Lions Bay  
400 Centre Rd  
PO Box 141  
Lions Bay BC V0N 2E0

To Your Worship,

**Re. Local Government Interest in First Responder Services**

One of the challenges all emergency services face is ensuring the safety of the travelling public while responding to incidents using the lights and siren. Anytime a first responder agency, be it police, fire or ambulance, responds on an emergency basis, the risk of a motor vehicle incident increases, whether or not the emergency vehicle is involved directly. As you can understand, the safety of the public and the staff that provide the services to the public is important to the BCEHS board.

Additionally, all emergency service providers must ensure that there are enough resources available to provide a timely, safe and quality response to the public while also enabling resiliency in the system to respond to major incidents or other spikes in demand on any given day.

Under the Emergency Health Services Act, the Board of BC Emergency Health Services (BCEHS) is responsible for governing all emergency medical services provided in British Columbia, including those provided by both BC Ambulance Service (BCAS), first responder agencies, BC Patient Transfer Network and Trauma Services BC. We take our responsibility to patients and taxpayers seriously; we are committed to ensuring patient needs come first and using all resources as effectively and efficiently as possible.

On November 12, 2013, BCEHS President Michael MacDougall sent a letter outlining the rationale and process used to update the Resource Allocation Plan (RAP) for ambulances and first responders. The RAP assigns the appropriate resource(s) and response mode (lights and siren or routine) for over 800 different types of pre-hospital medical calls. The evidence-based review was undertaken to ensure that the right resource, responds to the right patient, at the right time and the public isn't exposed to unnecessary risk from emergency vehicles responding using lights and siren when not clinically required.

The results of the review reduced the number of call types requiring a lights and siren response and/or Advanced Life Support ambulances to attend. The review also found that first responders were not required to attend 35 per cent of the medical calls that they are now notified of by BCAS because the patients do not require their medical services. Additionally, if a first responder is assigned a lower priority medical call, there is an increased risk that



they are not available to respond to calls of a critical nature where they can have the greatest impact on a patient's outcome. The RAP does not affect the other services fire departments provide such as scene safety or vehicle extraction. A report summarizing the RAP review is available online at <http://www.bcas.ca/about-us/reports-statistics/>. If you wish to respond to all the incidents, irrespective of the response rating, this is an issue that we would be pleased to discuss with you.

To date, the RAP changes that affect ambulance responses have been implemented, but those affecting first responders have not. Following the review process, BCEHS heard from many municipal fire departments providing first responder services that they were interested in assuming a greater role in pre-hospital care. However, at the Union of BC Municipalities Convention (UBCM), many local governments felt that it was important to use public resources as efficiently and effectively as possible and only wanted to attend medical calls where first responders could have a significant positive impact on the patient's outcome. Most often these instances are during calls involving trauma or cardiac arrests.

It is important to note that historically first responders have driven to all medical calls using lights and siren even if the ambulance was responding routine. Since the RAP changes for ambulances were implemented earlier this fall, most fire departments in B.C. have decided to match BCAS's response mode and only drive lights and siren if the patient's condition warrants an emergency driving response. This change is a significant improvement in public safety for communities throughout B.C. and an example of the positive benefit of collaboration between the groups involved.

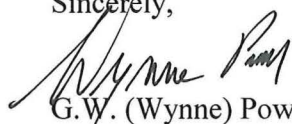
BCEHS and BCAS aim to provide pre-hospital patient care that is safe, timely and of high quality. The BCEHS Board of Directors believes it is important that our partners in pre-hospital care, municipalities and first responders, have an opportunity to provide input into how services are delivered, particularly when changes are being contemplated. BCEHS has been speaking with delegates at the UBCM Convention, the Fire Chiefs' Association of BC, the Greater Vancouver Fire Chiefs Association, an expanded BCEHS First Responder Committee that included several fire chiefs from throughout B.C., individual local governments and other stakeholders about the RAP changes.

BCEHS is in the process of setting up briefings for those municipalities which requested an opportunity discuss the further implementation of RAP following Mr. MacDougall's letter of November 12, 2013. If you want to provide input or require more information, please contact Shelly Drew at [Shelley.Drew@bcehs.ca](mailto:Shelley.Drew@bcehs.ca) or call 250 474-7582.

The BCEHS Board of Directors believes that with your perspectives being considered, we will be able to provide the direction needed to ensure that the BCEHS First Responder Program can be refined in a way that meets the needs of individual communities.

Thank you in advance for your attention to this matter.

Sincerely,



G.W. (Wynne) Powell CPA, FCGA, D. Tech (Hon.)  
Board Chair



355 West Queens Road  
North Vancouver BC  
V7N 4N5

[www.dnv.org](http://www.dnv.org)



James A. Gordon CMC  
Municipal Clerk  
Phone: 604 990 2207  
Fax: 604 984 9637  
[gordonj@dnv.org](mailto:gordonj@dnv.org)

Mayor and Council  
Village of Lions Bay  
PO Box 141  
Lions Bay BC V0N 2E0

VILLAGE OF LIONS BAY  
FILE TO I/C .....  
FILE TO PROPERTY FILE .....  
OTHER .....

January 7, 2014  
File: 13.6440.01



**Re: Provincial Core Review and the Agricultural Land Commission**

Please be advised that at its January 6, 2014 Regular Meeting, the Council for the District of North Vancouver considered the December 13, 2013 report of the Manager, Sustainable Community Development. Council subsequently passed the following resolution:

*THAT Council*

- 1) *Request that the Minister Responsible for the Core Review and the Minister of Agriculture:*
  - a) *ensure the Provincial Core Review process serve to protect and enhance the Agricultural Land Reserve and the Agricultural Land Commission in support of objectives regarding the region's supply of agricultural land and agricultural viability;*
  - b) *ensure meaningful consultation opportunities with municipalities and the Regional District in Metro Vancouver, the Union of BC Municipalities and stakeholders; and*
- 2) *Convey its recommendations on the Provincial Core Review to all members of the Legislative Assembly, the Metro Vancouver Board, the Port Metro Vancouver Board, municipalities in Metro Vancouver and the UBCM.*

A copy of the relevant report is attached for your information and consideration.

Sincerely,

James A. Gordon  
Municipal Clerk

JAG/ca

cc: Susan Haid – Manager, Sustainable Community Development

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| AGENDA INFORMATION                                  |                             |
|-----------------------------------------------------|-----------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>JAN - 6 - 2014</u> |
| <input type="checkbox"/> Workshop (open to public)  | Date: _____                 |

SDS  
FOR  
SUSAN  
HAID  
Dept.  
Manager

BSP  
A/GM/  
Director

CAO

## The District of North Vancouver REPORT TO COUNCIL

December 13, 2013  
File: 13.6440.01

**AUTHOR:** Susan Haid – Manager, Sustainable Community Development

**SUBJECT:** Provincial Core Review and the Agricultural Land Commission

### RECOMMENDATION:

THAT Council:

- 1) Request that the Minister Responsible for the Core Review and the Minister of Agriculture:
  - a) ensure the Provincial Core Review process serve to protect and enhance the Agricultural Land Reserve and the Agricultural Land Commission in support of objectives regarding the region's supply of agricultural land and agricultural viability;
  - b) ensure meaningful consultation opportunities with municipalities and the Regional District in Metro Vancouver, the Union of BC Municipalities and stakeholders; and
- 2) Convey its recommendations on the Provincial Core Review to all Members of the Legislative Assembly, the Metro Vancouver Board, the Port Metro Vancouver Board, municipalities in Metro Vancouver and the UBCM.

### REASON FOR REPORT:

To provide input to the Province of BC's Core Review process with regard to the Agricultural Land Reserve (ALR) and the Agricultural Land Commission (ALC) in response to recent correspondence on this matter (Attachment 1).

### SUMMARY:

This report outlines recent concerns pertaining to the Provincial Core Review with regard to the ALC and the ALR. It recommends the Province ensure the process supports the ongoing protection and enhancement of the ALC and the ALR, and that a meaningful consultation process with municipalities, regional districts and other stakeholders occur.



**BACKGROUND:**

District Council received correspondence from the BC Food Systems Network and from the City of Pitt Meadows regarding the Provincial Core Review and the ALR and the ALC (Attachment 1). At its November 11, 2013 meeting, the Metro Vancouver Board approved recommendations of the Regional Planning and Agriculture Committee regarding the Provincial Core Review and the Agricultural Land Commission. The City of Richmond Council passed a similar motion at its November 12, 2013 meeting. These reports and correspondence are contained in Attachment 1.

The Provincial Core Review was announced on July 31, 2013 to ensure effective use of government resources with clear objectives to reduce costs and promote efficiencies. The review involves a four phased approach to be completed by December, 2014. Currently, the process is in Phase 1 – Mandate Review (October – December 2013) where Ministers are requested to highlight the scope of proposed changes to programs and services. Although Ministries are expected to undertake targeted consultations with stakeholders, there is no information available about who might be consulted or how and when this might occur.

**EXISTING POLICY:**

Protection of the ALR and the role of the ALC in protecting and enhancing ALR lands are supported in Metro Vancouver's Regional Growth Strategy which District Council endorsed in 2011. The District's OCP supports the RGS goals and includes policies to encourage sustainable, local food systems (Section 6.3, policies 12, 13, 14).

**ANALYSIS:**

Lands within the Province's ALR provide important food lands and habitat and contribute significantly to the economic viability of the region. The ALR also plays a critical role in growth management through urban containment. The ALC's mandate is to protect and enhance the ALR and the viability of agriculture. Regional food security is dependent on the protection of the ALR and the viability of agriculture. The District supports the protection of the ALR and agricultural lands in the region through acceptance and implementation of the Regional Growth Strategy.

Staff have reviewed information contained in Attachment 1 as well as information on the Province's web site regarding the Core Review with respect to the ALC and ALR. Key concerns are the lack of an identified consultation process with municipalities, regional districts and stakeholders and possible interests of repurposing unproductive ALR lands for alternative uses such as resource-based economic development.

**Timing/Approval Process:**

The Provincial Core Review was initiated in July, 2013, is currently in Phase 1 and anticipated to be completed by December, 2014. Input regarding the consultation process for the Core Review of the ALC and ALR is therefore timely.

**Concurrence:** A number of municipalities in the Region and the Metro Board have made similar recommendations to the Province regarding its Core Review in relation to the ALC and the ALR.

**Financial Impacts:**

There are no financial impacts to the District at this time. However, loss of ALR and regional food lands could impact the economic health of the region.

**Liability/Risk:**

Staff are not aware of liability or risks to the District with regard to the recommendations contained in this report.

**Social Policy Implications:**

The ALR provides critical food lands to the Metro Vancouver Region which helps support healthy communities, the regional economy and the job base. The ALR serves as an effective growth management tool to contain urban development, thereby contributing to regional livability.

**Environmental Impact:**

Protection of the ALR is important to the region's environmental health. Regionally produced food helps reduce potential 'food miles' and associated greenhouse gas emissions from importing foods. Agricultural lands also provide important ecological functions such as water infiltration and habitat for wildlife.

**Public Input:**

The consultation process for the Provincial Core Review with regard to the ALR and ALC has not been defined at this time. Consultation with municipalities, citizens, regional districts and stakeholders is needed.

**Conclusion:**

This report outlines recent concerns pertaining to the Provincial Core Review with regard to the ALC and the ALR. It recommends the Province ensure the process and the outcomes support the ongoing protection and enhances the ALC and the ALR and that a meaningful consultation process with municipalities, regional districts and other stakeholders takes place.

**Options:**

Council may:

1. request that the Minister Responsible for the Core Review and the Minister of Agriculture:
  - a) ensure the Provincial Core Review process serve to protect and enhance the Agricultural Land Reserve and the Agricultural Land Commission in support of



objectives regarding the region's supply of agricultural land and agricultural viability;

- b) ensure meaningful consultation opportunities with municipalities and the Regional District in Metro Vancouver, the Union of BC Municipalities and stakeholders; and
- c) convey its recommendations on the Provincial Core Review to all Members of the Legislative Assembly, the Metro Vancouver Board, the Port Metro Vancouver Board, municipalities in Metro Vancouver and the UBCM.

Alternatively, Council may:

- 2. Receive this report for information and take no further action.

Respectfully submitted,

Susan Haid MCIP, CSLA, RPP  
Manager, Sustainable Community Development

| REVIEWED WITH:                                                       |                                               |                                                |
|----------------------------------------------------------------------|-----------------------------------------------|------------------------------------------------|
| <input checked="" type="checkbox"/> Sustainable Community Dev. _____ | <input type="checkbox"/> Clerk's Office _____ | External Agencies:                             |
| <input type="checkbox"/> Development Services _____                  | <input type="checkbox"/> Communications _____ | <input type="checkbox"/> Library Board _____   |
| <input type="checkbox"/> Utilities _____                             | <input type="checkbox"/> Finance _____        | <input type="checkbox"/> NS Health _____       |
| <input type="checkbox"/> Engineering Operations _____                | <input type="checkbox"/> Fire Services _____  | <input type="checkbox"/> RCMP _____            |
| <input type="checkbox"/> Parks & Environment _____                   | <input type="checkbox"/> ITS _____            | <input type="checkbox"/> Recreation Com. _____ |
| <input type="checkbox"/> Economic Development _____                  | <input type="checkbox"/> Solicitor _____      | <input type="checkbox"/> Museum & Arch. _____  |
| <input type="checkbox"/> Human resources _____                       | <input type="checkbox"/> GIS _____            | <input type="checkbox"/> Other: _____          |



BC Food Systems Network

## More responsibilities for local government with no consultation or support?

### The Core Review promises changes to the Agricultural Land Reserve (ALR) and the Agricultural Land Commission (ALC)

The Fraser Institute says dismantle it. The Premier seems to think it isn't working for BC. The Minister of Agriculture has been directed to examine it closely and "propose any changes necessary," and the Minister Responsible for the Core Review has announced that changes to the ALR and ALC are a top priority for the current provincial government.<sup>i</sup>

#### Change is coming for the ALR and the ALC.

This represents a major shift in policy at the Ministry of Agriculture and in the provincial government more generally. The 2013-14 Ministry of Agriculture Service Plan identifies work under way at the ALC to make the Commission more effective and to better define ALR boundaries. According to a recent report from the ALC Chair, this work, which was endorsed by the Province and supported by a 3-year budget increase, is progressing well.<sup>ii</sup>

Nonetheless, in August, the Minister Responsible for Core Review, Honourable Bill Bennett, expressed generalized frustration with the ALR on behalf of landowners who want to develop lands for non-agricultural purposes. He also identified adjustments to the ALR as an early Core Review target. The Core Review's terms of reference, published on 24 September, indicated that public input could be provided to the Select Standing Committee on Finance and Government Services in its September-October hearings around BC. Unfortunately, the invitation was published after the hearings had started.

Providing for input to the Core Review without proper notice and prior to tabling any proposals from the process does not serve British Columbians well. The Committee accepted comments until 16 October. No further opportunities for local government or public input to the Core Review have been identified.

**For further information:** [www.fooddemocracy.org](http://www.fooddemocracy.org)

Brent Mansfield, Co-Chair, ph: 604.837.7667 / email: [brentmansfield@gmail.com](mailto:brentmansfield@gmail.com)

Linda Geggie, Policy Working Group Chair, ph: 250.896.7004 / email: [lgeggie@telus.net](mailto:lgeggie@telus.net)

#### Have you been consulted about the changes requested of the Minister of Agriculture and proposed by the Core Review?

What happens to the ALR and the ALC directly affects you and your constituents. The ALR is a major provincial zone, tied to your government's interpretation of agricultural zoning and its related bylaws and land use plans. Any changes to the ALC's authorities and powers imply changes for local governments' authorities and powers, affecting your ability to plan for your region. Not just what the Province intends to do, but how it intends to do it – and who it expects to fund the changes – are central questions for your Council and Regional District.

#### The ALR is important for British Columbia.

The ALR is intended to preserve agricultural land, encourage farming and assist local governments and First Nations in planning for agriculture in their regions. The principle on which the ALR rests is that a productive, secure agricultural land base is vital to BC's ability to maintain agriculture as a viable industry and to secure our food supply. The ALR provides a means for protecting that capability and ensuring BC's agricultural businesses and farm families are supported over the long term.

If the ALR did not already exist, now would be the time to invent it. Economic, environmental and social instability and pressures on the province's farmland are many times greater now than they were when the ALR was created.<sup>iii</sup>

Ronald Wright, author of *A Short History of Progress* (2004), summarized the key message of his book regarding the collapse of civilizations as: "Don't build on your agricultural land. Don't build on your agricultural land. Don't build on your agricultural land."



**BC has 40 years of ALR study and experience to discuss.**

There are strong arguments for the benefits of the ALR. Economic studies suggest that the ALR has been successful in containing urban sprawl and mitigating rising farmland values, helping to ensure that land remains available and affordable for BC's farm families and farming businesses. Research has also shown that agriculture contributes strongly to regional economies, and that converting agricultural lands to other uses often costs more in services than it produces in municipal tax revenues.<sup>iv</sup>

According to SmartGrowth BC, "the ALR has been successful in mitigating [the] constant threat of incremental urban encroachment onto agricultural land by maintaining decision making at the provincial rather than the local level ... this is in direct contrast to virtually all other jurisdictions in North America where decisions on agricultural land use have been made at the local level and thus have been much more susceptible to development pressure."<sup>v</sup>

After forty years' shared experience of farmland protection in BC, local governments deserve to be given the opportunity to discuss any proposed changes to the ALR with the Province and the ALC. There can be productive examination of long-standing issues, such as non-farm use and farm succession, without compromising the integrity of the provincial system and the ALC's current reform efforts.

**Act TODAY to make your concerns known.**

1. Contact your MLA, the Premier, and Ministers Bill Bennett and Pat Pimm to ask for an opportunity to discuss changes to the ALR and ALC beyond those already approved by government as outlined in the ALC Chair's report. Copy the rest of Cabinet and the UBCM on your letters or emails.
2. Discuss this matter with your Council or Regional District and pass a resolution expressing your views. As for item 1 above, copy the UBCM, the Premier and the Ministers on your resolution.

**What other local governments are saying:**

*City of Vancouver, 22 October resolution*

THEREFORE BE IT RESOLVED THAT:

- Council reaffirms its support for the preservation of farmland in the Province's Agricultural Land Reserve
- Council work with Metro Vancouver and other municipalities to advocate for the Province of British Columbia to identify further opportunities to enhance the viability of farming in the Province.
- Council advocate that, if another review of the ALR and ALC is deemed important by the provincial government, a substantially longer period for input be afforded to the public.

The full text of the resolution is at <http://former.vancouver.ca/ctyclerk/cclerk/20131022/documents/motionb1.pdf>

*Sunshine Coast Regional District, 10 October minutes*

INFORM THE BC GOVERNMENT THAT:

- The SCRD wishes to be a part of the targeted consultation during the Mandate Review process
- The protection of farmland is a fundamental element of a sustainable future in British Columbia and a reduction of the effectiveness of the ALR is not an effective means of saving money for the provincial government
- The foundation of any economy is the ability to produce food
- Speculation in agricultural land for future development is driving up the cost of agricultural land, threatening farming businesses in B.C. and B.C.'s food sovereignty. Preservation of farmland by removal of speculation and reinforcing the ALC and preservation of the ALR for food production is an important contribution to the B.C. economy

The full text of the resolution is at <http://www.scrd.ca/files/File/Administration/Minutes/2013/2013-OCT-10%20BRD%20Minutes.pdf>

<sup>i</sup> Core Review terms of reference: [http://www2.news.gov.bc.ca/news\\_releases\\_2013-2017/2013MEM0014-001465.htm](http://www2.news.gov.bc.ca/news_releases_2013-2017/2013MEM0014-001465.htm)

<sup>ii</sup> ALC Chair's report: <https://www.google.ca/#q=agricultural+land+commission>

<sup>iii</sup> BCFSN submission to Finance and Government Services Committee: <http://fooddemocracy.org/what-we-do/protecting-the-agriculture-land-reserve/>

<sup>iv</sup> Cost of community services studies, American Farmland Trust [www.farmland.org](http://www.farmland.org)

<sup>v</sup> SmartGrowth BC, Position on the ALR: <http://www.smartgrowth.bc.ca/Portals/0/Downloads/SGBCALRposition.PDF>

**For further information:** [www.fooddemocracy.org](http://www.fooddemocracy.org)

Brent Mansfield, Co-Chair, ph: 604.837.7667 / email: [brentmansfield@gmail.com](mailto:brentmansfield@gmail.com)

Linda Geggie, Policy Working Group Chair, ph: 250.896.7004 / email: [lgeggie@telus.net](mailto:lgeggie@telus.net)



To: Regional Planning and Agriculture Committee

From: Theresa Duynstee, Regional Planner  
Planning, Policy and Environment Department

Date: October 18, 2013

Meeting Date: November 8, 2013

Subject: **Provincial Core Review and the Agricultural Land Commission**

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### **RECOMMENDATION**

That the Board request that the Minister Responsible for Core Review and the Minister of Agriculture:

- a) ensure the Provincial Core Review process protects and enhances the Agricultural Land Reserve and Agricultural Land Commission (ALC) in support of mutual objectives to protect the region's supply of agricultural land and promote agricultural viability;
  - b) reconfirm the Provincial 2013 budget commitment to provide the ALC an additional \$4 million over three years to support the ALC in providing better oversight over the Agricultural Land Reserve including working with local governments to encourage farming; and
  - c) ensure adequate consultation opportunities for the Metro Vancouver Board and all local governments in the region.
- 

### **PURPOSE**

This report describes the importance of engaging in the Provincial Core Review as it pertains to the ability of the Agricultural Land Commission (ALC) to oversee farming and nonfarm use activities within the Agricultural Land Reserve.

### **BACKGROUND**

The ALC is a critical partner for implementing Metro Vancouver's Regional Growth Strategy (RGS) "Metro Vancouver 2040 Shaping our Future", adopted by the Board on July 29, 2011. The RGS explicitly states the importance of protecting the supply of agricultural land and promoting agricultural viability in collaboration with the Province and the ALC. The policy to maintain the Urban Containment Boundary not only helps to concentrate growth in urban areas, but also provides predictability and efficient use of financial investments in utility, road and transit infrastructure. In addition, lands designated for agriculture are essential for agriculture economic development, food security, as well as the future well-being of residents.

The Provincial Core Review was announced on July 31, 2013 to ensure the best possible use of government resources with clear objectives to reduce costs and eliminate overlap. The work will be accomplished through four phases to ensure completion of the process by December 2014 ([Bennett seeks a bold approach on core review September 24, 2013.html](#)). Currently, the process is in Phase I Mandate Review (October - December 2013), where the Ministers are asked to highlight the scope of proposed changes to programs and services. Although Ministries are expected to undertake targeted consultations with stakeholders, there is no information available about who will be consulted and how or when this might occur.

## DISCUSSION

The success of the RGS is dependent on a well functioning ALC that meets its responsibilities to preserve agriculture land and encourage farming in collaboration with other communities of interest. A comprehensive review of the ALC titled "Moving Forward: A Strategic Vision of the ALC for Future Generations" was completed by Chair Richard Bullock on November 26, 2010 in response to a request from the Minister of Agriculture. The Bullock report addressed the concerns raised by the BC Auditor General (Audit of the Agricultural Land Commission September 2010), which identified the challenges in administering the Agricultural Land Reserve in the face of continued pressure to convert ALR land to non-farm use and the lack of budget and staff resources provided to the ALC.

In response to Chair Bullock's report, the Province announced in November 2011 additional funding and tools to enable the ALC to fulfill their mandate. On March 21st, 2012, the Metro Vancouver Board sent a letter to the Minister of Agriculture expressing appreciation for providing the additional funding and also conveyed the Board's determination to protect agricultural land and enforce the Urban Containment Boundary set by the Regional Growth Strategy.

On June 10, 2013 the Minister of Agriculture, the Honourable Pat Pimm, received a mandate from the Premier with the government's priorities, among which was to ensure the ALC is delivering the improvements promised, ensure the Agricultural Land Reserve is working for British Columbians and propose any changes necessary. The mandate further dictates that the changes must balance the desire to protect valuable farmland while allowing for responsible economic development opportunities, as well as encourage the stability of farm families and the farming industry in BC.

The question as to whether the ALC is at risk to losing its ability to protect farmland emerged when the Minister in Charge of the Core Review process stated that they were specifically going to look at the Agricultural Land Reserve and the ALC. This seemed inconsistent with previous provincial direction to improve operations of the ALC, whose 2011 budget (\$2.9 million) is less than 0.01 percent of the total provincial budget.

## ALTERNATIVES

1. That the Board request that the Minister Responsible for Core Review and the Minister of Agriculture:
  - a) ensure the Provincial Core Review process protects and enhances the Agricultural Land Reserve and Agricultural Land Commission (ALC) in support of mutual objectives to protect the region's supply of agricultural land and promote agricultural viability;
  - b) reconfirm the Provincial 2013 budget commitment to provide the ALC an additional \$4 million over three years to support the ALC in providing better oversight over the Agricultural Land Reserve including working with local governments to encourage farming; and
  - c) ensure adequate consultation opportunities for the Metro Vancouver Board and all local governments in the region.
2. That the Board receive for information the report dated October 18, 2013, titled "Provincial Core Review and the Agricultural Land Commission".

**FINANCIAL IMPLICATIONS**

There are no financial implications to this report.

**SUMMARY / CONCLUSION**

Three years ago both the ALC Chair and the BC Auditor General completed a substantial amount of work that reviewed ALC operations and their ability to protect the Agricultural Land Reserve. In response, the BC Government committed to an additional \$4 million in funding and legislative changes to help the ALC become a stronger organization and transition to a more self-supporting model.

A well functioning ALC is an essential component to achieving Metro Vancouver's regional land use strategy to protect the supply of agricultural land and promote agricultural viability. The recent announcements associated with the Provincial Core Review have created uncertainty about the future ability of the ALC to fulfill its mandate. Rather than wait until after proposals to cut costs and programs are announced, staff recommend informing the Ministers responsible for Core Review and Agriculture about Metro Vancouver's stance regarding the importance of the Agricultural Land Reserve and the critical role the ALC plays in the implementation of the Metro Vancouver's Regional Growth Strategy. Staff recommends Alternative 1.

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## *City of Pitt Meadows*

OFFICE OF THE MAYOR

November 20, 2013

The Honourable Bill Bennett  
Minister of Energy and Mines and Minister Responsible for Core Review  
PO BOX 9069 STN PROV GOVT  
Victoria, BC V8W 9E2

Dear Minister Bennett:

Re: Provincial Core Review: Protecting and Enhancing the Agricultural Land Commission and Reserve

This is to advise that at its Regular council meeting held on Tuesday, November 19, 2013, Pitt Meadows City Council adopted the following resolution:

1. That Pitt Meadows City Council reiterate to the Premier, Minister of Agriculture, and Minister responsible for the Core Review that during the Review, the Provincial Government should:
  - (a) protect, enhance, adequately fund, and enforce the Agricultural Land Reserve, the independent Agriculture Land Commission, and its policies; and
  - (b) enable consultation opportunities for City Council, the Pitt Meadows Agriculture Advisory Committee (AAC) and public; and
2. That copies of the letter be sent to all Members of the Legislative Assembly (MLAs), the Metro Vancouver Board and local governments, and the Port Metro Vancouver Board.

If you require further information, please feel free to contact Terry Fryer, Acting Operations & Development Services Director at 604-465-2428.

Sincerely,

A handwritten signature in cursive script that reads "Deb Walters".

Deb Walters  
Mayor

cc: Members of the Legislative Assembly  
Metro Vancouver Board  
Metro Vancouver Local Governments  
Port Metro Vancouver Board

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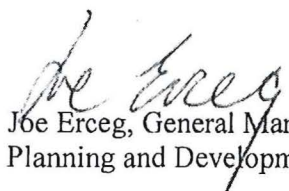
# City of Richmond

## Report to Council Planning and Development Department

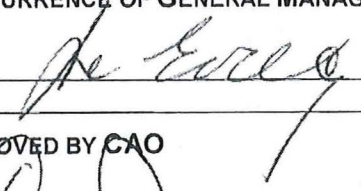
**To:** Richmond City Council  
**Date:** November 8, 2013  
**From:** Joe Erceg  
General Manager, Planning and Development  
**File:**  
**Re:** **Provincial Core Review: Protecting and Enhancing the Agricultural Land Commission and Reserve**

### Staff Recommendation

1. That the City of Richmond Council reiterate to the Premier, Minister of Agriculture and Minister responsible for the Core Review, that during the Review, the Provincial Government should:
  - (a) protect, enhance, adequately fund, and enforce the Agricultural Land Reserve, Agricultural Land Commission, and its policies; and
  - (b) enable consultation opportunities for City Council, the Richmond Agriculture Advisory Committee (AAC) and public; and
2. That copies of the letter be sent to all Members of the Legislative Assembly (MLAs), the Metro Vancouver Board and local governments, and the Port Metro Vancouver Board.

  
Joe Erceg, General Manager,  
Planning and Development

Att. 3

| REPORT CONCURRENCE                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------|
| CONCURRENCE OF GENERAL MANAGER<br> |
| APPROVED BY CAO<br>                |

## **Staff Report**

### **Origin**

The purpose of this report is to respond to a series of recent articles which are attached regarding possible changes to the Agricultural Land Commission and Agricultural Land Reserve (**Attachments 1, 2, 3**). The report is provided so Council can comment further on this matter.

#### *Council's 2011 - 2014 Term Goals*

This report addresses the following Council Term Goals:

- 6. Intergovernmental Relations
- 7. Managing Growth and Development.

### **Findings of Fact**

#### Council's Monday, October 7, 2013 Resolution:

On Monday, October 7, 2013, at a Special Council meeting, Council passed the following resolution regarding the Provincial Core Review as it affects Agricultural Land Commission and Reserve:

- (1) *That as the Provincial Government is conducting a Core Review of its programs and services including the Agricultural Land Commission (ALC) and Reserve (ALR), and as opportunities for Council and public consultation during the Review are unclear, Council write the Premier and Minister of Agriculture requesting that the Core Review:*
  - (a) *protect, enhance, adequately fund, and enforce the Agricultural Land Reserve, Agricultural Land Commission, and its policies; and*
  - (b) *enable consultation opportunities for City Council, the Richmond Agriculture Advisory Committee (AAC) and public; and*
- (2) *That copies of the letter be sent to all Members of the Legislative Assembly (MLAs), the Metro Vancouver Board and local governments, the Port Metro Vancouver Board, and the Core Review Panel.*

At the time of writing this report, the City has not received a response from the Provincial Government regarding this resolution.

### **Analysis**

Since Council passed the above resolution in October 2013 and advised the Province of its support for the ALC and ALR, the status of this matter has become less clear. There is considerable speculation regarding potential changes to the ALC and ALR which would erode the protection of farming in British Columbia. In view of this uncertainty, staff recommend that Council reiterate its position to the Premier, Minister of Agriculture and Minister responsible for the Core Review to protect the ALC and ALR.

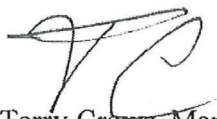
### **Financial Implications**

None



## **Conclusion**

To ensure that the City's ALC and ALR interests are protected during the upcoming provincial Core Review, staff recommend that Council reiterate to the Premier, Minister of Agriculture and Minister responsible for the Core Review, that the Provincial Government: (1) protect, enhance, adequately fund, and enforce the Agricultural Land Reserve, Agricultural Land Commission, and its policies; and (2) enable consultation opportunities for City Council, the Richmond Agriculture Advisory Committee (AAC) and public. As well, copies of the letter be sent to all Members of the Legislative Assembly (MLAs), the Metro Vancouver Board and local governments, and the Port Metro Vancouver Board.



Terry Crowe, Manager,  
Policy Planning  
(604-276-4139)

TC:kt

- |                     |                                                                                                                                                                                                                            |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Attachment 1</b> | November 7, 2013, The Globe and Mail Article titled: 'Sacrosanct' Agricultural Land Commission eyed for breakup" which includes: "B.C. government documents summarize proposal to dismantle Agricultural Land Commission". |
| <b>Attachment 2</b> | November 7, 2013, Vancouver Sun article titled: "B.C. looks to overhaul Agricultural Land Reserve"                                                                                                                         |
| <b>Attachment 3</b> | November 8, 2013, The Province article titled: "B.C. gov't denies it wants to change land reserve"                                                                                                                         |

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## 'Sacrosanct' Agricultural Land Commission eyed for breakup

**MARK HUME**

VANCOUVER — The Globe and Mail

Published Thursday, Nov. 07 2013, 8:00 AM EST

Last updated Thursday, Nov. 07 2013, 6:58 PM EST

British Columbia's "sacrosanct" Agricultural Land Commission will be effectively dismantled and the B.C. Oil and Gas Commission will assume new responsibilities for land use decisions if a proposal prepared for cabinet is adopted, according to confidential government documents

[\[http://www.theglobeandmail.com/news/british-columbia/bc-government-documents-summarize-proposal-to-dismantle-agricultural-land-commission/article15322690/\]](http://www.theglobeandmail.com/news/british-columbia/bc-government-documents-summarize-proposal-to-dismantle-agricultural-land-commission/article15322690/).

Information obtained by The Globe and Mail shows that B.C. Agriculture Minister Pat Pimm is preparing to ask cabinet to endorse a plan to "modernize" the ALC, an independent Crown agency, which has overseen and protected about four million hectares of farmland for 40 years. Under the plan, the ALC – long a thorn in the side of developers who want to free up farmland – would move within the Ministry of Agriculture, apparently ending its autonomy from government.

### More Related to this Story

- [B.C. Liberals looking to appease private interests with land reforms, Dix says](#)
- [B.C. land dispute underlines Delta farmland's uncertain future](#)
- [Delta council feeling the heat in Tsawwassen hearings](#)

The move reflects the rapid ascendancy of the oil and gas industry in B.C., which has become a prime focus of government.

"The Agricultural Land Commission legislative mandate is too narrow to allow decisions that align with the priority for economic development," is the message Mr. Pimm will deliver, according to a document labelled Cabinet Decision Summary Sheet.

The document provides a point-by-point description of the steps Mr. Pimm wants to take. It calls on cabinet to allow him to "develop the necessary policy, regulatory and legislative amendments" he needs to implement dramatic change.

Energy Minister Bill Bennett – who earlier this year identified the ALC as a target when he promised the government's core review would "look at some sacrosanct things, like ... the Agricultural Land

Reserve and the Agricultural Land Commission" – returned a call made to Mr. Pimm's office.

"It's a cabinet process and you apparently have a cabinet document. I'm not permitted ... to talk about cabinet processes and the things that are being discussed," said Mr. Bennett, who is in charge of the core review.

"Nothing that the core review process could potentially do would reduce the protection for farmland in British Columbia," he said. "Bottom line. There is nothing that we would contemplate that would reduce or undermine the central principle of the Agricultural Land Reserve, which is the protection of farmland and the sustainability of farming."

According to a second unmarked document, Mr. Pimm will propose splitting the ALR into two zones, where different rules would apply. The ALR currently protects all agricultural land across the province, but Mr. Pimm would like to see the land in the Okanagan and Fraser valleys and Vancouver Island in one zone, with land in the Interior, Kootenays and everything north of the Okanagan in a second zone.

The move appears designed to allow the government to ease the way for resource development in the northeast, where oil and gas development has increasingly been in conflict with farmers and ranchers.

Mr. Pimm spent 25 years working in the oil and gas industry before being elected to the provincial legislature. His appointment by Premier Christy Clark as Agriculture Minister was seen as an early sign the Liberal government didn't want the ALC to hinder energy resource development.

Earlier this year, the ALC signed a "delegation agreement" with the BC OGC, giving the agency limited authority to authorize non-farm use of agricultural land. Under Mr. Pimm's proposal, the BC OGC would become the primary authority on deciding whether agricultural land, outside the Okanagan and southwest region, could be withdrawn for industrial use.

Mr. Pimm is also proposing to give local governments more control, calling for "community growth applications [to be] decided by local governments."

The ALC was established in 1974 as concerns grew in B.C. about the 6,000 hectares a year of prime agricultural land then being lost to development. Now about 500 hectares are removed annually.





## B.C. government documents summarize proposal to dismantle Agricultural Land Commission

**MARK HUME**

Vancouver — The Globe and Mail

Published Thursday, Nov. 07 2013, 6:48 PM EST

Last updated Thursday, Nov. 07 2013, 6:56 PM EST

*This is a partial transcript of a document on government letterhead, portions of which were blacked out, that carries the signature line for B.C. Agriculture Minister Pat Pimm. It identifies the Agricultural Land Reserve as the issue to be addressed through proposed policy changes.*

Read the original story here. [<http://www.theglobeandmail.com/news/british-columbia/sacrosanct-agricultural-land-commission-eyed-for-breakup/article15306864/>]

### **Cabinet Decision Summary Sheet**

Issue: Agricultural Land Reserve

The Agricultural Land Commission legislative mandate is too narrow to allow decisions that align with the priority for economic development.

Request:

Modernize the ALC to ensure that government's priorities for economic development are reflected in ALC decisions, and to improve service levels for applicants.

Proposed Minute:

- Develop the necessary policy, regulatory and legislative amendments to:
- Modernize ALC decision making to reflect government priorities.
- Create two ALR areas with different rules.
- Change the ALC's legislative mandate, in one or both ALR areas
- Remove some decisions from the ALC.
- Community growth applications decided by local governments.
- Modernize ALC operations by moving the ALC into the Ministry.

– Honorable Pat Pimm

A second document was not on government letterhead and contained additional information and

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3

*sources say it appears to be an accurate summary of the government's proposals.*

Cabinet is days away from considering the Core Review's proposal on the Agricultural Land Reserve and Agricultural Land Commission.

The proposed changes, if approved, will:

- 1) Dismantle the Agricultural Land Commission – staff and their functions will move into the Ministry of Agriculture. There will be regional panels but decisions will be able to be appealed to a third party and overturned.
- 2) Change the mandate of the ALC – the ALC will be required to give equal weight to economic development as well as agriculture.
- 3) Create two classes of ALR – one area will be status quo – this will be the Okanagan and Fraser Valley-Vancouver Island. The other area will cover the Interior, Kootenays and everything north of the Okanagan, where the rules will be “anything goes.”
- 4) Change what local governments can and can't do around land use decisions.
- 5) Make oil and gas decisions the priority land use decisions and the Oil and Gas Commission the primary authority.

### **More Related to this Story**

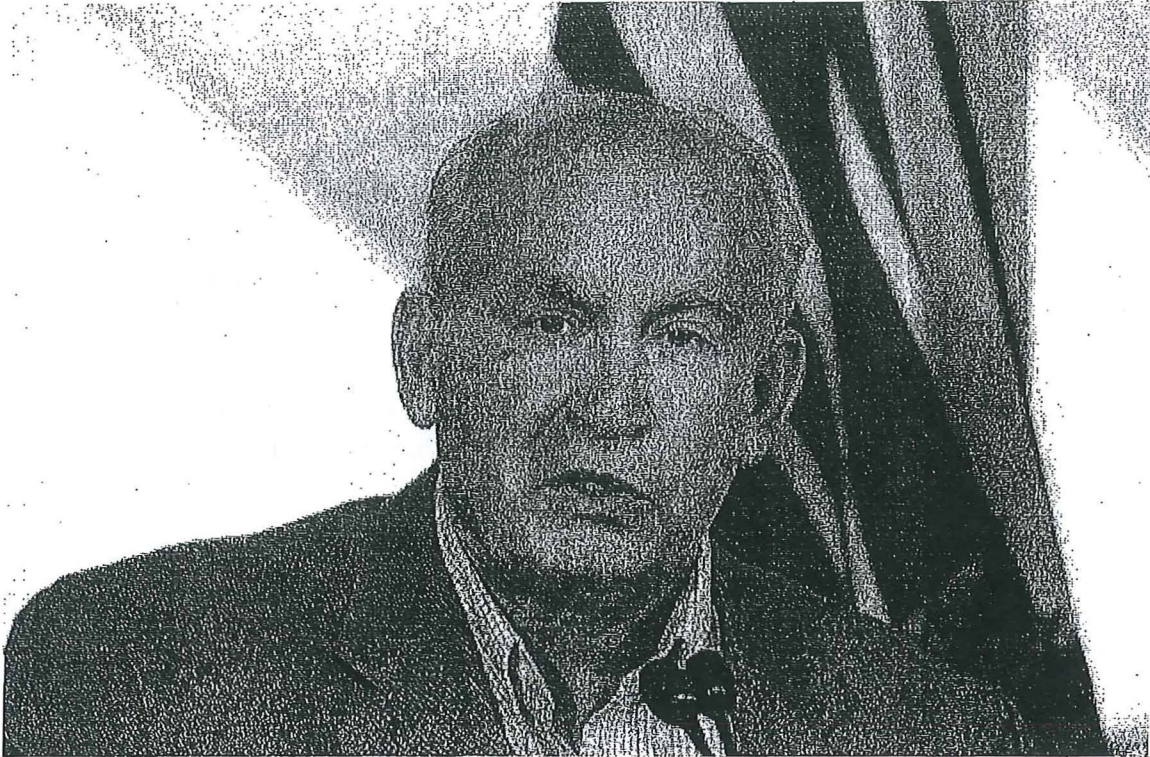
- 'Sacrosanct' Agricultural Land Commission eyed for breakup
- B.C. Liberals looking to appease private interests with land reforms, Dix says



## B.C. looks to overhaul Agricultural Land Reserve

Plans could dismantle one of B.C.'s most-popular government initiatives

BY RANDY SHORE, VANCOUVER SUN NOVEMBER 7, 2013 4:16 PM



Bill Bennett, cabinet minister in charge of Victoria's core review of government programs, says the provincial government is hoping to free up land in northern and eastern B.C. that is currently locked in the Agricultural Land Reserve to encourage economic development

Photograph by: NICK PROCAYLO, PNG

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The provincial government is hoping to free up land in northern and eastern B.C. that is currently locked in the Agricultural Land Reserve to encourage economic development, according to Energy Minister Bill Bennett, the minister responsible for B.C.'s core service review.

Bennett wants to ensure that marginal agricultural land within the Agricultural Land Reserve in the Kootenays, Cariboo and the northeast is used for the broader benefit of local economies.

"That's what people in those areas tell us they want," he said.

Bennett suggested the Agricultural Land Commission, the independent Crown agency charged with protecting 4.7 million hectares of land in the ALR for farming, has been too rigid in its pursuit of that mandate, something that could change as part of the government's service review.

**CNCL - 285**

"When the reserve was created several decades ago, there was much land put in that wasn't good for agriculture," said Bennett. "We were promised a review of the boundaries after five years, and that never happened."

The province's best agricultural land is concentrated in Richmond, South Vancouver Island, the Fraser Valley and the Okanagan, said Bennett.

"When you get outside those areas into places like the Kootenays, the Cariboo and the northeast, you'll find a fair bit of land that really isn't good for agriculture," he said.

About one-third of the ALR land in the Kootenays — approximately 140,00 hectares — is Class 5, 6 or 7, the lowest-quality soils for agriculture, according to government data.

Critics worry the B.C. Liberals intend to weaken the commission's mandate in order to facilitate economic expansion and real estate development, the very forces the ALR was created to defend against.

The commission considers 600 to 1,000 applications a year for exclusion from the land reserve.

"That's our farming and food security gone, right there," said Brent Mansfield, co-chair of the B.C. Foods Systems Network. "If you change its farmland protection mandate and take away its provincial focus and its independence, you make the Agricultural Land Commission powerless and ineffective."

In a letter to Bennett and Agriculture Minister Pat Pimm, Mansfield and co-chair Abra Byrne worry that the government is sacrificing B.C.'s future food security for short-term economic gain.

"As B.C. considers the current opportunities in the energy sector, resource development must be balanced with the long-term food production capacity of the province so crucial to our food security," they wrote.

But farmers have been lobbying for change to the legislation that governs the land commission, arguing that it is too restrictive and stifles business growth — activities such as on-farm processing and agri-tourism — in what is an increasingly diverse food industry, according to Rhonda Driediger, chairwoman of the B.C. Agriculture Council.

"There is definitely land throughout B.C. that is in the wrong classification, some of which can be used for non-soiled-based agriculture such as greenhouses and poultry operations," she said. "We should be looking at the best economic use of land."

Driediger is unconcerned about a rumoured government agenda to hand control of agricultural land to the oil and gas industry.

The Oil and Gas Commission already has authority to exclude ALR land for oil and gas extraction and pipeline construction under a decade-old agreement with the land commission.



"That's old news," she said.

Bennett spent much of his day Thursday responding to documents obtained by The Globe and Mail that appeared to suggest the government is considering an expanded responsibility for land use decisions for the Oil and Gas Commission. The Globe story also suggested the government wants the land commission under the control of the ministry of agriculture.

Bennett dismissed the documents as "talking points" and "bold ideas" meant to elicit discussion.

"We have no plans to bring the (land commission) into the government or let public servants or elected people to make decisions about the Agricultural Land Reserve," said Bennett. "We are not going to dismantle the (land commission) and regional panels that we ourselves created. That I can tell you for certain."

The provincial government two years ago restored funding to the land commission in response to a 2010 report by the auditor general that said the commission was struggling to fulfil its mandate. A moratorium on repeat applications to exclude land from the reserve was also implemented at that time to ease development pressure on farmland.

NDP agriculture critic Nicholas Simons said Bennett appears to be pursuing a personal agenda in his criticism of the land commission, stemming from irritation over specific decisions by the body.

"He just seems unhappy that decisions have been made that promote farm uses, and he seems to think there are better ways to use that land," said Simons.

The core service review is meant to examine ways to deliver government services in a more cost-effective way. The review is expected to continue until the end of 2014.

[rshore@vancouver.sun.com](mailto:rshore@vancouver.sun.com)

Blog: [vancouver.sun.com/greenman](http://vancouver.sun.com/greenman)

Podcast: [vancouver.sun.com/podcasts](http://vancouver.sun.com/podcasts)

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## B.C. gov't denies it wants to change land reserve

A leaked cabinet document that proposes significant changes to B.C.'s Agricultural Land Reserve prompted swift denials Thursday from the provincial government.

The Globe and Mail published a story based on cabinet documents that reportedly outline a proposal from Agriculture Minister Pat Pimm to "modernize" the Agricultural Land Commission, the Crown agency that manages the land reserve.

Among other things, the proposal would see the commission cease to be an independent agency.

Instead, it would come under the control of the Agriculture Ministry, while handing "primary authority" to authorize industrial activity on agricultural land to the B.C. Oil and Gas Commission, the newspaper reported.

The documents were prepared as part of a so-called "core review" of government operations, launched earlier this year in a bid to trim the provincial budget.

The cabinet minister in charge of that review responded Thursday by ruling out many of the most controversial aspects of the leaked proposal.

Bill Bennett, also the minister of energy and mines, said the newspaper story was based on an "older document" that has been rejected.

"We certainly have no plans to bring the commission inside government or tamper with the independence of the commission, and we have no plans to undermine the central principle of the reserve, which is the protection of good quality farmland," Bennett said.

But his comments did little to assure supporters of the land reserve, created in the mid-

1970s by the NDP government of the day.

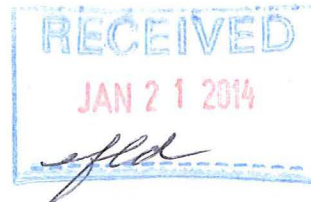
Harold Steves, a Richmond councillor who as an NDP member of the legislature in the 1970s was considered one of the land reserve's co-founders, said he's convinced the Liberal government is searching for ways to weaken the reserve and the commission that protects it.

Steves warned any attempt to tamper with the land reserve would be fraught with political danger. "If they called an election on this issue, they wouldn't get a seat," he said.

— *The Canadian Press*

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VILLAGE OF LIONS BAY  
FILE TO I/C .....  
FILE TO PROPERTY FILE .....  
OTHER .....



From the office of:

The Mayor,  
Lois E. Jackson



## THE CORPORATION OF DELTA

January 14, 2014

COPY

Mayor Greg Moore, Chair  
Metro Vancouver Board of Directors  
4330 Kingsway  
Burnaby, BC V5H 4G8

Dear Chair Moore,

**Re: Referral to Metro Vancouver for Southlands Application  
(Century Industries Ltd.), Delta, BC**

The purpose of this letter is to refer the development application for the Southlands properties to Metro Vancouver, and to seek approval of several amendments to the Regional Growth Strategy and Delta's Regional Context Statement. The letter includes the following sections:

- Proposal
- Process
- Local and Regional Context
- Commentary from Council
- Supporting Information
- Delegation Request
- Conclusion

### 1. Proposal

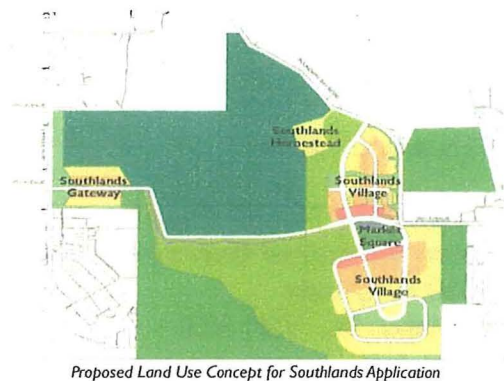
The Southlands application involves seven properties totaling 217 ha (537 ac) in area. All of the properties are designated A-Agricultural in the Future Land Use Plan in Schedule A of Delta's Official Community Plan, designated AGR-Agricultural in the Tsawwassen Future Land Use Plan in Schedule D.1 of Delta's Official Community Plan, and zoned A1 Agriculture.

The owner, Century Industries Ltd., has made application for a proposed comprehensive development that would include agricultural uses, natural habitat, public open spaces and greenways as well as a Market Square on approximately 80 percent of the subject site, and residential, commercial and institutional uses on approximately 20 percent of the subject site.





The owner proposes to develop a mixed-use residential community with 950 residential units in various forms and densities, including single family homes, townhomes, apartments and live-work units and approximately 7,432 m<sup>2</sup> (80,000 ft<sup>2</sup>) of ground oriented commercial space. The development would occur in two areas: one on the Boundary Bay side called "Southlands Village", and a smaller area off 56 Street called "Southlands Gateway". The owner proposes to construct a new connector road which would extend from 3 Avenue and Boundary Bay Road to 4 Avenue and 56 Street.



The owner proposes to transfer 172 ha (425 ac) of land to Delta, to be held in public ownership as amenity land. This amounts to approximately 80 percent of the total site, less the proposed 2.4 ha (6 ac) Southlands Homestead. The land to be transferred to Delta would be used for agriculture, natural habitat, public open space (including a Market Square) and greenways. Included with the amenity land are the Alexander/ Gunn House and the Red Barn. Both of these buildings are in the proposed Market Square area. The owner would also construct a new multi-use community building in the Market Square area, complete extensive renovations to the Red Barn, and also provide landscaping and open space improvements throughout the Market Square area. The Earthwise Gardens and community gardens would also be located within this area.

The owner proposes to provide a \$9 million amenity contribution to Delta that would be put in a special reserve by Delta and administered by it at its discretion for the sole purpose of improving agricultural drainage and irrigation for the agricultural land that is proposed to be transferred to Delta. The owner proposes to lease back a portion of the land that is proposed to be transferred to Delta, including approximately 18.7 ha (46 ac) of the agricultural land for use for small-scale farming (the "Community Farming Area"), in addition to the owner leasing and operating the Market Square area, each for a minimum period of 10 years with options to extend for a further 10 years. Additional areas comprising public parking, open spaces and pathways are also proposed to be leased back and thus maintained by Century Industries Ltd. The remainder of the agricultural land that would be transferred to Delta would be available to be leased by Delta to one or more third party tenants for larger scale soil-based farming, to be actively used in a manner with consideration to surrounding residential neighbourhoods. Leases are to be negotiated/considered at a later date.

## 2. Process

The proposal requires an amendment to Delta's Official Community Plan for a portion of the lands, rezoning of a portion of the lands, and other bylaws, permits and considerations. Amendments to the Metro Vancouver Regional Growth Strategy would also be required in order for the development to proceed. Additionally, Century Industries Ltd. has requested a Phased Development Agreement of 20 year duration, which requires approval of the Inspector of Municipalities.

This application has been under consideration since October 2011. Delta has, throughout that period, undertaken extensive analysis of the project and also had consultation with the community. The consultation process has included:

- Public Information Meetings Hosted by Century Industries Ltd. on May 12 and 15, 2012;
- Public Information Meeting Hosted by the Corporation of Delta on October 25, 2012;
- Public Information Meeting Hosted by the Corporation of Delta on May 30, 2013; and
- Public Hearing on October 28, 29 and 30, 2013 and November 1, 2 and 8, 2013.

Throughout the application process a number of technical studies have been completed and the development plans have undergone refinements. The application review process has been thorough and there is extensive information on the proposal in the staff report dated July 18, 2013 which was considered by Council at their July 29, 2013 Regular Meeting and the staff report dated October 4, 2013 which was considered by Council at their October 7, 2013 Regular Meeting. There is further information contained in the staff report dated November 7, 2013 that was considered by Council at the Special Meeting on November 8, 2013. Various technical studies, staff reports and other documents are available through Delta's website at [www.delta.ca/southlands](http://www.delta.ca/southlands).

At the Special Meeting on November 8, 2013, Council gave third reading to Official Community Plan Amendment (Regional Context Statement) Bylaw No. 7167, Official Community Plan Amendment Bylaw No. 7168, Zoning Amendment Bylaw No. 7169, Development Application Procedures Amendment Bylaw No. 7170 and Phased Development Agreement Bylaw No. 7271 and endorsed a motion requesting the Metro Vancouver Board to amend "Greater Vancouver Regional District Regional Growth Strategy Bylaw Number 1136, 2010". The amendments requested involve:

1. Changing the regional land use designation of approximately 27 percent of the site from Agricultural to General Urban, and adding these lands to the Urban Containment Boundary;
2. Changing the regional land use designation of approximately 19 percent of the site from Agricultural to Conservation and Recreation; and



3. Amending the Regional Growth Strategy Maps as necessary to reflect the required amendments listed above.

Council also endorsed a motion that, subject to approval of the Regional Growth Strategy amendments, the Metro Vancouver Board be requested to approve the amendments to Delta's Regional Context Statement, as reflected in "The Corporation of Delta Official Community Plan Bylaw No. 3950, 1985 Amendment (Regional Context Statement Amendment for Southlands Properties – LU006390) Bylaw No. 7167, 2013". Please find enclosed a copy of Bylaw No. 7167, certified correct at third reading (Attachment A).

### **3. Local and Regional Context**

Attachment B to this letter illustrates the proposed Regional Growth Strategy land use designations in relation to the subject site and the portions of the subject site that are proposed to be included in the Urban Containment Boundary.

Metro Vancouver staff provided comments on the Southlands application on January 5, 2012. The comments outlined regional factors which should be considered should Council submit a request for a Regional Growth Strategy amendment to the Metro Vancouver Board. Further discussion on the regional factors identified by Metro Vancouver and Delta staff's response is provided in Attachment C to this letter, and this information was presented to Council in the July 2013 report.

In Delta's view, some of the significant regional benefits that would be generated by the proposal include the following:

- While this proposal would result in increased urban area within the Urban Containment Boundary, Tsawwassen would remain a compact urban area. The proposed development would provide an opportunity to make Tsawwassen a more complete community by providing more housing options for diverse needs and more population to support commercial uses and employment in this local centre.
- The owner is proposing to transfer approximately 80 percent of the site to Delta, including 110 ha (272 ac) of land that would be zoned A1 Agriculture. If the application is approved and the lands become publicly owned, the Municipality has identified objectives to ensure the lands are in active agricultural use and farmed in a sustainable manner. The lands have not consistently been farmed in the past.
- Promoting agricultural viability by enhancing the agricultural capability of the land. Specifically, the owner is proposing to provide a \$9 million amenity contribution to Delta, to be put in a special reserve for the sole purpose of improving drainage and providing irrigation to improve and sustain the agricultural capability of the agricultural land that is proposed to be dedicated to Delta.

- Part of the land that is proposed to be transferred to Delta is the 12.9 ha (31.9 ac) parcel located on the east side of Boundary Bay Road, which borders the southern portion of the Boundary Bay Regional Park. If the proposal is approved and the land transferred to Delta, then Delta would consider giving this parcel to Metro Vancouver to help increase the overall size of the Boundary Bay Regional Park and provide additional land to be used for conservation and/or recreation.
- The entire Southlands site is currently designated Agricultural in the Regional Growth Strategy and Delta's Official Community Plan, is zoned A1 Agriculture and could therefore be cleared at any time to use for farming purposes. If the portion of the Southlands site on the east side of Boundary Bay Road was given to Delta, the Official Community Plan designation of the property is proposed to be changed to Environmentally Sensitive Area 3. Permitted uses in this designation include passive recreation and education activities oriented to an appreciation of the natural environment, and preserving or managing wildlife habitat.

#### **4. Commentary from Council**

The minutes of the Special Meeting of Council on November 8, 2013 are provided in the referral package, and include detailed comments from all Council members. Please note that the full statements of all members of Council can be viewed by watching the enclosed video recording of the Special Meeting proceedings.

The following provides a brief summary of some of the comments that were made by Members of Council during the Special Meeting in consideration of this application:

- The application presents an unbelievable deal for agriculture in Delta. The subject property has become fallow and overgrown with blackberries, thistles and trees. At the Public Hearing, a local farmer showed pictures of crops that he lost to flooding in 2013 on farmland that is part of the subject property. The \$9 million contribution from the developer would improve the ditching, drainage and the farmland.
- Approval of the application means certainty for the site. As 80 percent of the land would be donated to Delta, the usage of the land is ensured through public control.
- The proposal adheres to Delta's values, which include preservation of environment, food security, connectivity and wellness, harmony, and excellence, with 950 proposed homes and the remaining 80 percent of the land to be given to Delta in perpetuity. An opportunity like this will not come again in our lifetime.
- With reference to Official Community Plan Amendment (Regional Context Statement) Bylaw No. 7167, it was suggested that alterations to regional land use designations would be offset by environmental and agricultural benefits for the region.



- There is a long history of development proposals on the subject property. Each time an application was denied, the subsequent proposal presented to Council and the community was improved. The current application is the best compromise and the best thing for the community.
- There are many residents who feel that there should be no compromise; however, the only way to have certainty on this land is for it to come into public ownership.
- There is a desire to have a balance and compromise for the property and find an option with the greatest benefit to Delta.
- Developer proposal to donate 80 percent of the property to the public domain in order to have development on the remaining piece is unprecedented.
- It is important to not just save the land but also the farmer. The opportunity to save this much agricultural land is rare. The proposed donation of 80 percent of the parcel to the Municipality for agricultural use is one of the most astounding proposals ever seen.
- Should the application be approved by both Delta Council and the Metro Vancouver Board, Council will be requested to take the necessary action to have the donated agricultural land under Delta's purview put back in the Agricultural Land Reserve.

One Councillor did not support the proposal and voted in opposition. She referenced information from Metro Vancouver indicating that there is sufficient residential capacity to meet the region's needs within the defined Urban Containment Boundary. She also cited concerns regarding development on agricultural land, development on a floodplain, and the Phased Development Agreement among other items.

## **5. Supporting Information**

In forwarding this application to Metro Vancouver, we have prepared a comprehensive package that contains all of the information noted in Attachment D, including staff reports to Council, minutes of Council meetings and the Public Hearing, a video recording of the Special Meeting on November 8, 2013, technical reports, comment sheets from Public Information Meetings held by Century Industries Ltd. and The Corporation of Delta, correspondence submitted to staff and correspondence to Mayor and Council regarding the Southlands application received from October 3, 2011 (date of Official Community Plan Amendment application) until 12:00 p.m. (noon) on November 7, 2013 (deadline for written submissions for the Public Hearing) including individual pieces of correspondence (letters and emails), form letters and petitions. It was Council's direction that this correspondence going back to the initial date of the application to Delta be provided to Metro Vancouver.

## 6. Delegation Request

There is a significant amount of information included in the referral package, and there are many details and components to this request to amend the Regional Growth Strategy. Delta staff will therefore be making a request, through Metro Vancouver's Board Secretariat and Corporate Information Department, to appear as a delegation and speak to the following Metro Vancouver Committees:

- Greater Vancouver Regional District (Metro Vancouver) Board;
- Mayors Committee;
- Environment and Parks Committee; and
- Regional Planning and Agriculture Committee,

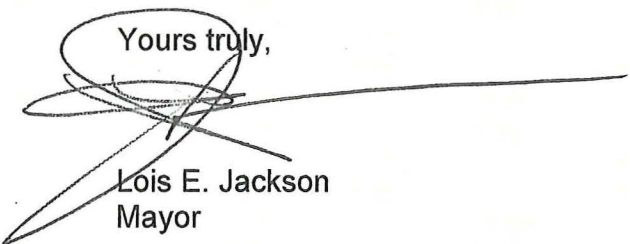
as well as staff Technical Committees. We feel that these presentations would be very valuable as they would allow for an overview of the application to be provided to the Board and the Committees, and Delta staff would also be available to answer questions.

Delegations to Metro Vancouver Boards and Committees are normally given a maximum of five minutes to present. We respectfully request that Delta staff be provided with 15 minutes for each of these presentations in order to provide a more comprehensive overview of various components of this proposal.

## 7. Conclusion

As part of the Metro Vancouver process, my staff would welcome the opportunity to meet with Metro Vancouver staff and make presentations to the Metro Vancouver Board and Committees at the appropriate times. Please do not hesitate to contact Delta's Chief Administrative Officer, Mr. George V. Harvie, at 604-946-3212, or Delta's Director of Community Planning and Development, Mr. Jeff Day at 604-946-3381, should you require any additional information.

Yours truly,



Lois E. Jackson  
Mayor

Attachments

- A. Copy of Official Community Plan Amendment (Regional Context Statement)  
Bylaw No. 7167 certified correct at third reading
- B. Proposed Regional Growth Strategy Land Use Designations as well as Portions of  
Subject Site to be Added to the Urban Containment Boundary
- C. Regional Factors to Consider for the Proposed Regional Growth Strategy Amendments
- D. List of Information Included in Referral Package to Metro Vancouver

cc: Metro Vancouver Board of Directors  
Delta Council  
George V. Harvie, Chief Administrative Officer  
Jeff Day, Director of Community Planning and Development



THE CORPORATION OF DELTA

BYLAW NO. 7167

Attachment A  
Page 1 of 2

*A Bylaw to amend "The Corporation of Delta  
Official Community Plan Bylaw No. 3950, 1985"*

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WHEREAS the Council of The Corporation of Delta has adopted an Official Community Plan pursuant to Section 876 of the *Local Government Act*:

NOW THEREFORE, the Municipal Council of The Corporation of Delta in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as **"The Corporation of Delta Official Community Plan Bylaw No. 3950, 1985 Amendment (Regional Context Statement Amendment for Southlands Properties – LU006390) Bylaw No. 7167, 2013"**.
2. Schedule A of "The Corporation of Delta Official Community Plan Bylaw No. 3950, 1985", as amended, is hereby further amended by deleting, from Section 1.8 Regional Context Statement, the Regional Context Statement Map, and inserting in its place the Regional Context Statement Map in Schedule 7167-1.

READ A FIRST time the 29<sup>th</sup> day of July, 2013.

READ A SECOND time the 29<sup>th</sup> day of July, 2013.

PUBLIC HEARING held the 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup> day of October  
and the 1<sup>st</sup>, 2<sup>nd</sup> and 8<sup>th</sup> day of November, 2013.

READ A THIRD time the 8<sup>th</sup> day of November, 2013.

FINALLY CONSIDERED AND ADOPTED the day of , 201 .

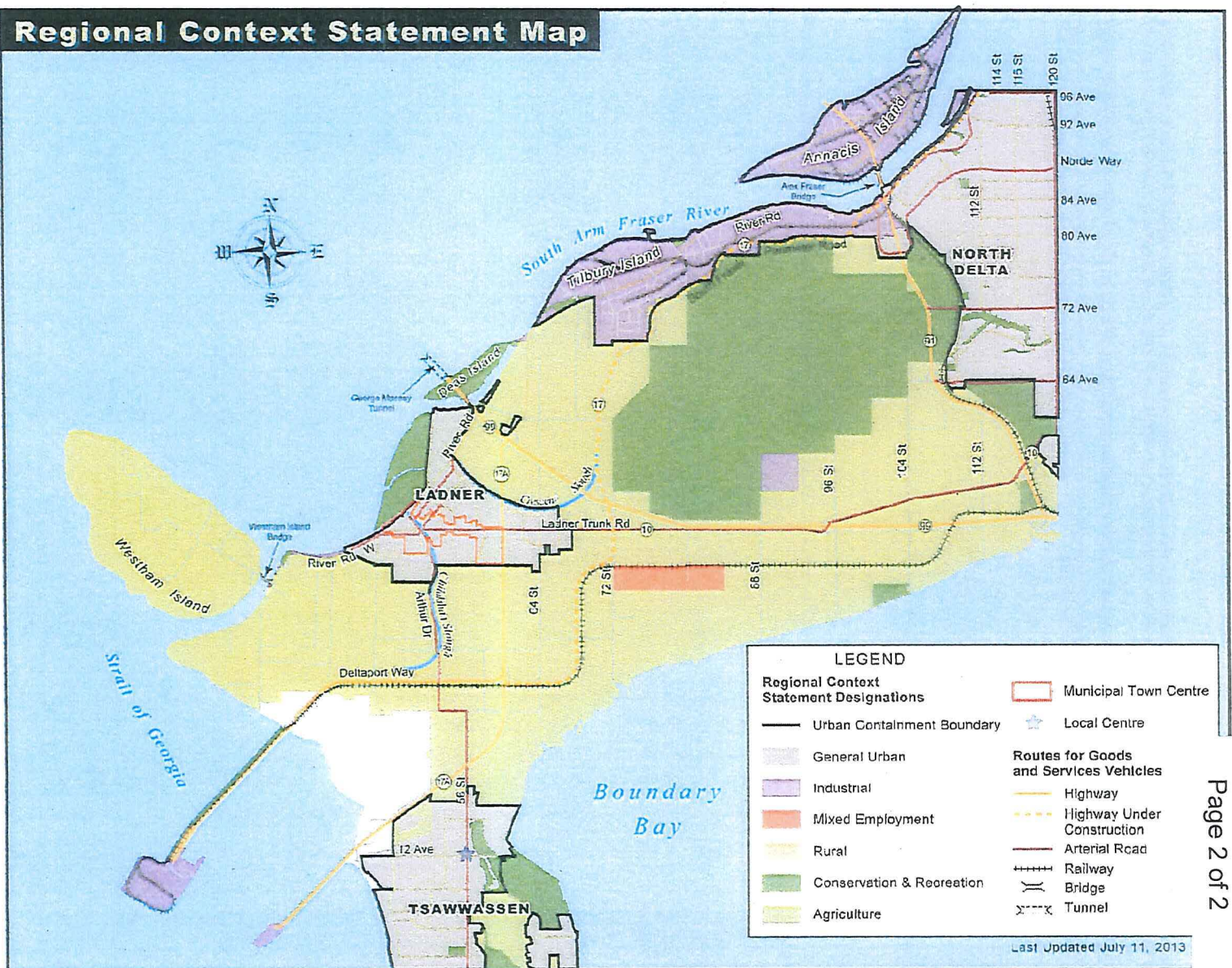
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Lois E. Jackson  
Mayor

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Sandra MacFarlane  
Acting Municipal Clerk





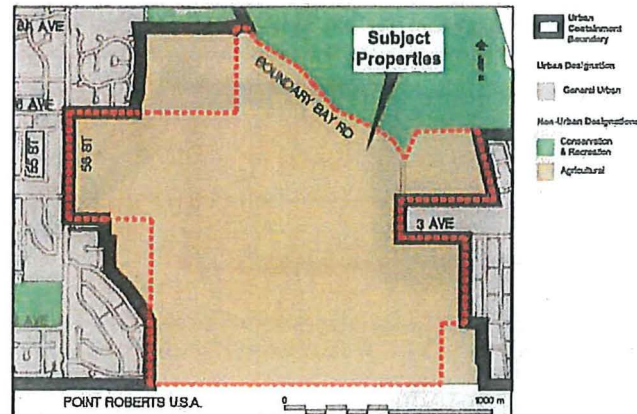
This is Schedule 7167-1 to  
 "The Corporation of Delta Official Community Plan Bylaw No. 3950, 1985  
 Amendment (Regional Context Statement Amendment for Southlands Properties –  
 LU006390) Bylaw No. 7167, 2013



# REGIONAL GROWTH STRATEGY LAND USE DESIGNATIONS

## Existing Regional Growth Strategy Land Use Designations for Southlands Properties

The existing Regional Growth Strategy Land Use Designations for the Southlands site and surrounding properties are shown on Map 1 at right. The entire 217.5 ha (537.5 ac) Southlands site has an existing Regional Growth Strategy Land Use Designation of "Agricultural". Descriptions of the Regional Land Use Designations are provided below.



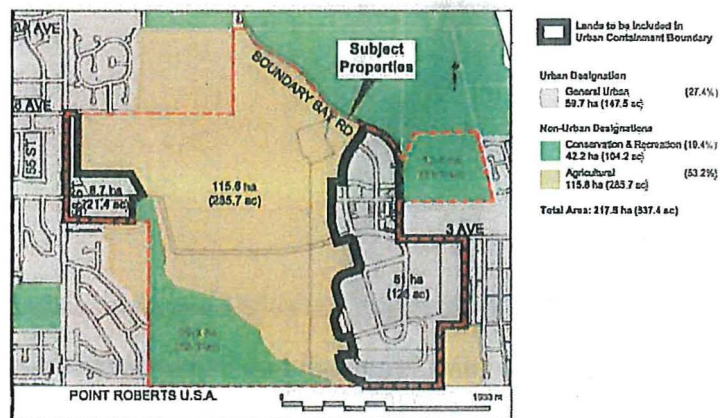
Map 1. Existing Regional Growth Strategy Land Use Designations

## Proposed Regional Growth Strategy Land Use Designations for Southlands Properties

The Regional Land Use Designations proposed for the Southlands site include "Agricultural", "General Urban" and "Conservation & Recreation", as shown on Map 2 at right. Descriptions of the Regional Growth Strategy Land Use Designations are provided below.

Some of the lands within the proposed "General Urban" area are proposed to be used for parks and recreational uses; however, they are not considered to be regionally significant green space. The Market Square area is proposed to be designated "General Urban".

Table 1 below provides a breakdown of the different Regional Growth Strategy Land Use Designations proposed by area and percentage of the Southlands site.



Map 2. Proposed Changes to Regional Growth Strategy Land Use Designations

Table 1. Breakdown of Proposed Regional Growth Strategy Land Use Designations for Subject Properties by Area

| Land Use Designation      | Area (Ha) | Area (Ac) | Percentage of Southlands Site |
|---------------------------|-----------|-----------|-------------------------------|
| Agricultural              | 115.6 ha  | 285.7 ac  | 53.2%                         |
| General Urban             | 59.7 ha   | 147.5 ac  | 27.4%                         |
| Conservation & Recreation | 42.2 ha   | 104.2 ac  | 19.4%                         |
| Total                     | 217.5 ha  | 537.5 ac  | 100%                          |

Please note that the 12.9 ha (31.9 ac) portion of the Southlands site on the east side of Boundary Bay Road could be added to the Boundary Bay Regional Park, subject to further discussion with Metro Vancouver.

## Descriptions of Regional Land Use Designations

### Urban Land Use Designation

#### General Urban

General Urban areas are intended for residential neighbourhoods and centres, and are supported by shopping, services, institutions, recreational facilities and parks. Within General Urban areas, higher density trip-generating development is to be directed to Urban Centres and Frequent Transit Development Areas. General Urban Areas are intended to emphasize place-making, an enriched public realm, and promote transit-oriented communities, where transit, multiple-occupancy vehicles, cycling and walking are the preferred modes of transportation.

### Non-Urban Land Use Designations

#### Agricultural

Agricultural areas are intended primarily for agricultural uses, facilities and supporting services with an emphasis on food production where appropriate. These areas reinforce provincial and local objectives to protect the agricultural land base of the region.

#### Conservation and Recreation

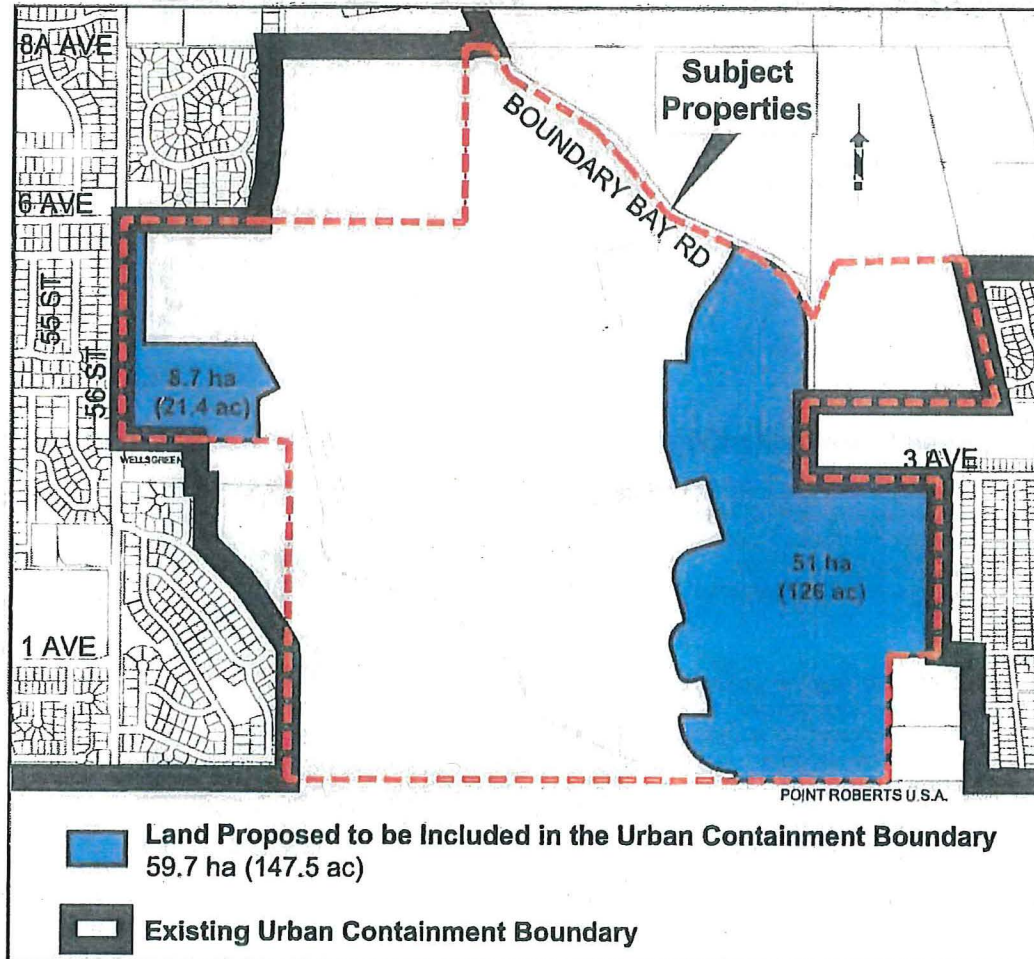
Conservation and Recreation areas are intended to protect significant ecological and recreation assets, including: drinking watersheds, conservation areas, wildlife management areas and ecological reserves, forests, wetlands, riparian corridors, major parks and recreation areas, ski hills and other tourist recreation areas.

This is a copy of an attachment to the staff report dated July 18, 2013 which shows the existing and proposed Regional Growth Strategy Land Use Designations for the Southlands Properties.



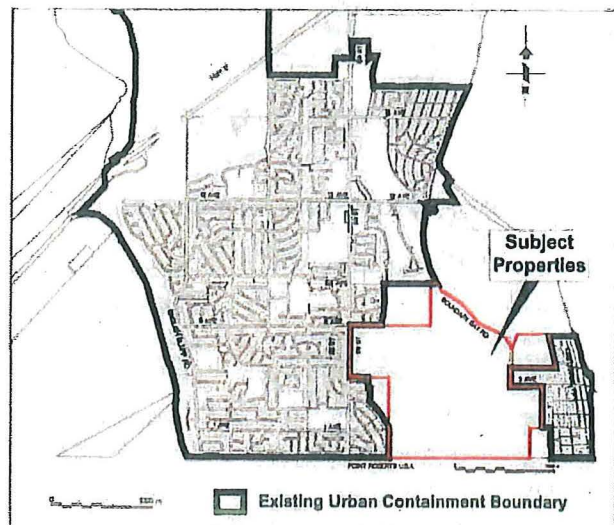
# REGIONAL GROWTH STRATEGY PROPOSED AMENDMENT TO URBAN CONTAINMENT BOUNDARY

## Land Proposed to be Included in the Urban Containment Boundary



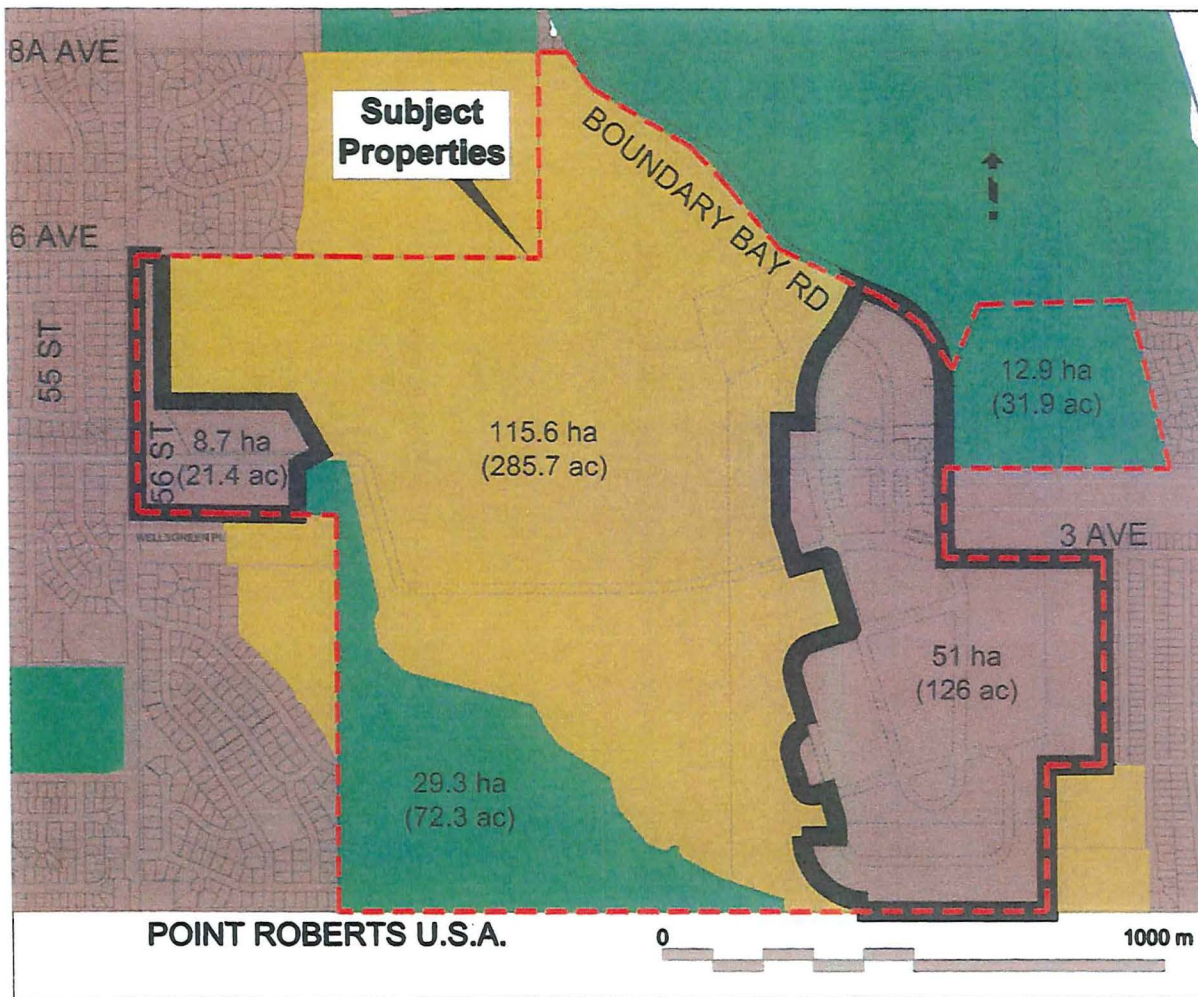
Currently, the Regional Growth Strategy includes a regionally defined Urban Containment Boundary, which is intended to establish a stable, long-term regionally defined area for urban development. The Regional Growth Strategy notes that the establishment of the Urban Containment Boundary will reinforce the protection of agricultural, conservation and rural areas, and provide predictability for locating urban uses, major transportation and infrastructure investment.

The entire Southlands site currently has a Regional Land Use Designation of "Agricultural" and is located outside of the regionally defined Urban Containment Boundary. As part of the Southlands application, it is proposed that 59.7 ha (147.5 ac) of the 217.5 ha (537.4 ac) Southlands site be included in the Urban Containment Boundary. The areas that are proposed to be included in the Urban Containment Boundary include an 8.7 ha (21.4 ac) area on the west side of the Southlands site, and a 51 ha (126 ac) area on the east side of the site, including the Market Square area.



This is a copy of an attachment to the staff report dated July 18, 2013 which shows the existing Urban Containment Boundary and the proposed amendments to the Urban Containment Boundary.





Lands to be Included in Urban Containment Boundary

**Urban Designation**

General Urban (27.4%)  
59.7 ha (147.5 ac)

**Non-Urban Designations**

Conservation & Recreation (19.4%)  
42.2 ha (104.2 ac)

Agricultural (53.2%)  
115.6 ha (285.7 ac)

**Total Area: 217.5 ha (537.4 ac)**

Subject Properties

**Proposed Regional Growth Strategy  
Amendments for the Southlands Properties**

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**Regional Factors to Consider for the Proposed Regional Growth Strategy  
Amendments for the Southlands Application:**

The subject properties are currently designated Agriculture in the Metro Vancouver Regional Growth Strategy, and are located outside of the regional Urban Containment Boundary. At the time that the Regional Growth Strategy was being drafted, municipalities were requested to identify regional designations for lands within their boundaries. As Delta's Official Community identified the lands as agricultural, a regional agricultural designation was selected.

The following section responds to comments received by Metro Vancouver when the application was referred to them in 2011 and 2012. Should the application proceed, Council would at a later date need to consider a resolution to request amendments to the Regional Growth Strategy. At that time staff would prepare a more comprehensive overview of the application with reference to the Regional Growth Strategy goals, objectives and strategies.

**i) Impact on Compact Region Objectives**

Metro Vancouver noted that the subject site is located outside of the Regional Growth Strategy Urban Containment Boundary. They noted that sufficient residential capacity to meet the region's needs is available within the Urban Containment Boundary, and asked Delta to explain why an expansion of the Urban Containment Boundary is necessary and how the expansion will help achieve Goal 1 of Creating a Compact Urban Area.

While the subject site is outside of the Urban Containment Boundary, it is located within one of Delta's three urban communities and separated from the majority of Delta's agricultural lands. The area that is proposed to be developed on the west portion of the site has existing residential development to the north, south and west of it. The area that is proposed to be developed on the east portion of the site is in close proximity to residential development in Boundary Bay, which is located to the east of the subject site. The road and transit network traverse through this site because of its central location within the community.

While this proposal would result in increased urban area within the Urban Containment Boundary, Tsawwassen would remain a compact urban area. The proposed development would provide an opportunity to make Tsawwassen a more complete community by providing more housing options for diverse needs and more population to support commercial uses and employment in this local centre.

The proposed development would also create the opportunity to strengthen the connection between the urban and agricultural communities and emphasize the importance of agriculture, given the significant agricultural component of this proposal.



**ii) Impact on agricultural land base and agriculture economy of the region**

Metro Vancouver noted that Strategy 2.3 of the Regional Growth Strategy focuses on protecting the existing supply of agricultural land and promoting agricultural viability, and asked Delta to explain how these objectives will be met.

The entire Southlands site is designated Agricultural in the Regional Growth Strategy and Delta's Official Community Plan and zoned A1 Agriculture.

As part of the application, the owner is proposing to give Delta approximately 80 percent of the site, including 110 ha (274 ac) of land that would be zoned A1 Agriculture. If the application is approved and the lands become publicly owned, the Municipality has identified objectives to ensure the lands are in active agricultural use and farmed in a sustainable manner. The lands have not consistently been actively farmed in the past.

The proposal includes promoting agricultural viability by enhancing the agricultural capability of the land. Specifically, the owner is proposing to provide a \$9 million amenity contribution to Delta, to be put in a special reserve for the sole purpose of improving drainage and providing irrigation to improve and sustain the agricultural capability of the agricultural land that is proposed to be dedicated to Delta.

The owner is proposing to lease 18.7 ha (46 ac) of the agricultural land from Delta, and to enter into an agreement to establish a Delta Community Farm District on these lands. The owner would maintain and provide agricultural programs and subleases to activate agriculture and demonstrate the viability of the Delta Community Farm District within the lease area. The agricultural land that the owner proposes to lease from Delta is located immediately west of the main development area for the Southlands site and will be closely linked to the development and proposed Market Square, community garden and new farm support building.

The remaining 91.3 ha (228 ac) of agricultural land to be given to Delta is proposed to be leased to farmers. The majority of the land is proposed to be leased for larger scale soil-based farming. Farm lease holders would be required to implement and Environmental Farm Plan and adopt Beneficial Management Practices that enhance agricultural sustainability and contribute to a cleaner, healthier environment. Delta would also work with farm lease holders and the Delta Farmland & Wildlife Trust to identify and implement stewardship programs for the long-term benefit of the land and wildlife.

**iii) Impact on Regional Parks**

Metro Vancouver staff noted that the subject site is adjacent to Boundary Bay Regional Park, and asked Delta to assess impacts on recreation and conservation values of the park.

The owner is proposing to transfer approximately 80 percent of the subject site to Delta, including the 12.9 ha (31.9 ac) parcel located on the east side of Boundary

Bay Road, which borders the southern portion of the Boundary Bay Regional Park. If the proposal is approved and the land transferred to Delta, then Delta would consider giving this 12.9 ha (31.9 ac) parcel to Metro Vancouver to help increase the overall size of the Boundary Bay Regional Park and provide additional land to be used for conservation and/or recreation. Further discussion between Delta and Metro Vancouver would be required on this matter.

The portion of the Southlands site that is proposed to be developed for housing and commercial uses is all located on the west side of Boundary Bay Road, away from the Boundary Bay Regional Park. This would help to minimize the impacts of the proposed development on the recreation and conservation values of the park.

The entire Southlands site is currently designated Agricultural in the Regional Growth Strategy and Delta's Official Community Plan, is zoned A1 Agriculture and could therefore be cleared at any time to use for farming purposes. If the portion of the Southlands site on the east side of Boundary Bay Road was given to Delta, the Official Community Plan designation of the property is proposed to be changed to Environmentally Sensitive Area 3. Permitted uses in this designation include passive recreation and education activities oriented to an appreciation of the natural environment, and preserving or managing wildlife habitat.

**iv) Impact on demand for regional services (utilities, transit and roads)**

The January 5, 2012 letter from Metro Vancouver noted that the subject site is within the Fraser Sewerage Area. Metro Vancouver requested further details on volumes and loadings to determine if there will be an impact on existing and future Sanitary Sewer Overflows within the regional collection system.

Delta has no defined Sanitary Sewer Overflow (SSO) points. In general, Delta's sanitary sewer system is well-contained.

According to the Engineering Servicing Executive Summary by Aplin & Martin for the Southlands dated September 21, 2013, the total sanitary flow would be 43.1 l/s, which is included in the Official Community Plan build-out flows for Tsawwassen.

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**List of Information Included in Referral Package to Metro Vancouver**

| Item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Binder Number      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 1. Cover Letter to Chair Moore from Mayor Lois E. Jackson dated January 7, 2014 with 4 Attachments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 1                  |
| 2. Comment Sheets from Century Group's Public Information Meetings on May 12 and 15, 2012                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 2                  |
| 3. Comment Sheets from The Corporation of Delta's Public Information Meeting on October 25, 2012                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 3                  |
| 4. Southlands Correspondence (to Mayor and Council) from October 3, 2011 up to and Including November 16, 2012                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 4 (A) (B) (C)      |
| 5. Southlands Correspondence (to Staff) from October 3, 2011 up to and Including November 16, 2012                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 5                  |
| 6. Southlands Petitions Received up to and Including November 16, 2012                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 6                  |
| 7. Southlands the Facts Form Letters                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 7                  |
| 8. Comment Sheets from The Corporation of Delta's Public Information Meeting on May 30, 2013                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 8                  |
| 9. Southlands Correspondence (to Mayor and Council) from November 17, 2012 up to and Including June 14, 2013                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 9                  |
| 10. Southlands Correspondence (to Staff) from November 17, 2012 up to and Including June 14, 2013 and Comment Sheets from The Corporation of Delta's Public Information Meeting on October 25, 2012 Submitted After November 16, 2012                                                                                                                                                                                                                                                                                                                                                                                                                         | 10                 |
| 11. Southlands Correspondence from June 15, 2013 to July 29, 2013                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 11                 |
| 12. Public Hearing: Southlands Correspondence (Received after July 29, 2013 up to 12:00 pm (noon) on November 7, 2013)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 12 (A) (B) (C) (D) |
| 13. Council Reports and Minutes <ul style="list-style-type: none"> <li>a) Report considered by Council on July 29, 2013 (Item F.01)</li> <li>b) Report considered by Council on October 7, 2013 (Item E.00)</li> <li>c) Memo to Council for Public Hearing on November 8, 2013</li> <li>d) Report considered by Council on November 8, 2013 (Item A.01)</li> <li>e) Minutes of Public Hearing on October 28, 29, 30 and November 1, 2 and 8, 2013</li> <li>f) Minutes of Special Meeting on November 8, 2013</li> <li>g) Video Recording of Special Meeting on November 8, 2013</li> </ul>                                                                    | 13 (A) (B)         |
| 14. Consultant Reports and Studies (not attached to Council reports) <ul style="list-style-type: none"> <li>a) Southlands Master Plan Transportation Review by Bunt and Associates – May 14, 2013</li> <li>b) Environmental Baseline and Impact Assessment by Robertson Environmental Services Ltd. – September 2012</li> <li>c) Delta Community-Based Farm District: Planning Southlands as a Regionally Significant Model for Metro Vancouver, by Tara Moreau and Kimberley Hodgson – October 2012</li> <li>d) Southlands Public Design Charrette Assessment of Archaeological Concerns by Arcas Consulting Archaeologists Ltd. – April 30, 2008</li> </ul> | 14                 |

Note: Additional information and documents relating to the Southlands application, including copies of presentations, can be found on Delta's website at [www.delta.ca/southlands](http://www.delta.ca/southlands).

g:\current development\lu files\lu006\lu006390\council\jan 13 2014 report\attachment d metro vancouver binder list of information included in referral package to metro vancouver.docx

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Trans Mountain Expansion Project

✉ Email: [info@transmountain.com](mailto:info@transmountain.com) | ☎ Phone: 1.866.514.6700 | 🌐 Website: [www.transmountain.com](http://www.transmountain.com)

January 15, 2014

All Interested Parties

Dear Sir/Madam:

**Re: NEB File: OF-FAC-OIL-T260-2013-03 02  
dated 31 December 2013  
Trans Mountain Pipeline ULC  
Trans Mountain Expansion Project Application  
Application to Participate Notification**

Trans Mountain Pipeline ULC has been directed by the National Energy Board (NEB) to issue the enclosed Application to Participate Notification for the proposed Trans Mountain Pipeline ULC application to the NEB for approval to construct and operate the Trans Mountain Expansion Project.

All correspondence in response to this Application to Participate Notification should be directed to the NEB as specified in the enclosed.

Yours truly,

Scott Stoness  
Vice President, Finance & Regulatory Affairs

enclosure

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National Energy  
Board

Office national  
de l'énergie

## Application to Participate in National Energy Board Public Hearing for Trans Mountain Pipeline ULC Trans Mountain Expansion Project

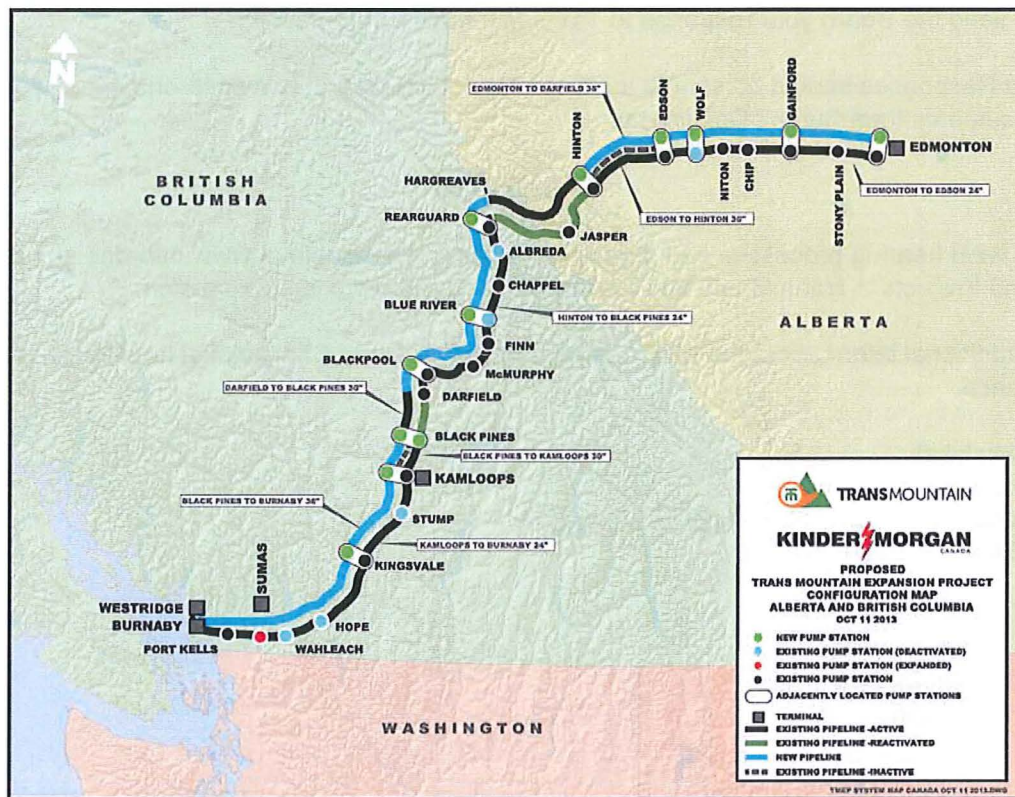
The National Energy Board (NEB) has received an application from Trans Mountain Pipeline ULC for approval to construct and operate the Trans Mountain Expansion Project (Project).

### Description of The Project

The Project would expand the existing Trans Mountain pipeline system located between Edmonton, AB and Burnaby, BC. It would include approximately 987 km of new pipeline, new and modified facilities, such as pump stations and tanks, and the reactivation of 193 km of existing pipeline. There would also be an expansion of the Westridge Marine Terminal.

New pipeline segments would be added between Edmonton to Hinton, AB, Hargreaves, BC to Darfield, BC and Black Pines, BC to Burnaby, BC. Reactivation of existing pipeline segments would occur between Hinton, AB to Hargreaves, BC and Darfield to Black Pines, BC.

The application can be found on the NEB website.





National Energy  
Board

Office national  
de l'énergie

## Participation in NEB Hearing

The NEB will determine if the application is complete and if so, it will hold a public hearing.

Those who wish to participate in the NEB hearing must apply to participate. Applicants must clearly describe their interest in relation to the List of Issues for the hearing, which is on the NEB website and included in the application to participate. Those who are directly affected by the proposed project will be allowed to participate in the hearing and those with relevant information or expertise may be allowed to participate.

The application to participate is on the NEB's website at:

[www.neb-one.gc.ca](http://www.neb-one.gc.ca)

**select Major Applications and Projects then  
Trans Mountain Pipeline ULC - Trans Mountain Expansion**

**Applications to participate in the NEB Hearing are due on or before noon on 12 February 2014.**

**Individuals and groups applying to participate must provide enough information for the NEB to decide whether participant status should be granted.**

Trans Mountain ULC has until 19 February 2014 to provide the NEB with comments on Applications to Participate and must provide a copy of its comments to those applicants to whom the comments apply. Applicants who received comments from Trans Mountain ULC about their Application to Participate have until 4 March 2014 to send the Board your response to Trans Mountain's comments.

Comments and Responses should be sent to the Secretary of the Board: [www.neb-one.gc.ca](http://www.neb-one.gc.ca), select Regulatory Documents then Submit Documents.

## CONTACTS

Information on NEB hearing processes and participant funding is available at [www.neb-one.gc.ca](http://www.neb-one.gc.ca) > Major Applications and Projects > Trans Mountain Pipeline ULC - Trans Mountain Expansion.

If you require additional information, the NEB has appointed Ms. Reny Chakkalakal as a Process Advisor to provide assistance.

Ms. Reny Chakkalakal

Process Advisor, NEB

E-mail: [TransMountainPipeline.Hearing@neb-one.gc.ca](mailto:TransMountainPipeline.Hearing@neb-one.gc.ca)

Telephone (toll free): 1-800-899-1265

Ms. Sarah Kiley

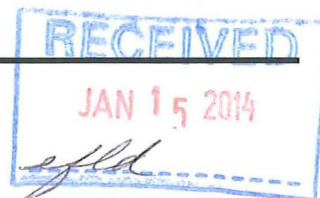
Communications Officer, NEB

E-mail: [sarah.kiley@neb-one.gc.ca](mailto:sarah.kiley@neb-one.gc.ca)

Telephone: 403-299-3302

Canada 





Farouk Zaba  
Secretary-Treasurer  
Village of Lions Bay  
PO Box 141  
LIONS BAY BC V0N 2E0

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## Files Closed from October 1 to December 31, 2013

Village of Lions Bay

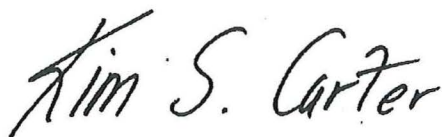
|                                                                                 |          |
|---------------------------------------------------------------------------------|----------|
| <b>1. Requests for Information or Assistance</b>                                | <b>0</b> |
| <b>2. Complaints with No Investigation</b>                                      | <b>2</b> |
| <i>a. Assistance and/or referral</i>                                            | 0        |
| <i>b. Refused (discretion)</i>                                                  |          |
| • More than one year between event and complaint                                | 0        |
| • Insufficient personal interest                                                | 0        |
| • Available remedy                                                              | 0        |
| • Frivolous/vexatious/trivial matter                                            | 0        |
| • Can consider without further investigation                                    | 1        |
| • No benefit to complainant or person aggrieved                                 | 0        |
| • Complaint abandoned                                                           | 0        |
| • Complaint withdrawn                                                           | 1        |
| <i>c. Statute barred (FIPPA, Police Act, etc.)</i>                              | 0        |
| <i>d. Not a matter of administration</i>                                        | 0        |
| <i>e. Pre-empted by existing statutory right of appeal, objection or review</i> | 0        |
| <b>3. Complaints Investigated</b>                                               | <b>1</b> |
| <i>a. Not a matter of administration</i>                                        | 0        |
| <i>b. Pre-empted by existing statutory right of appeal, objection or review</i> | 0        |
| <i>c. Investigation ceased (discretion) - No findings</i>                       |          |
| • More than one year between event and complaint                                | 0        |
| • Insufficient personal interest                                                | 0        |
| • Available remedy                                                              | 0        |
| • Frivolous/vexatious/trivial matter                                            | 0        |
| • Can consider without further investigation                                    | 1        |
| • No benefit to complainant or person aggrieved                                 | 0        |
| • Complaint abandoned                                                           | 0        |
| • Complaint withdrawn                                                           | 0        |
| • Complaint settled                                                             | 0        |



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|                                                                  |          |
|------------------------------------------------------------------|----------|
| <b>d. Investigation completed - Findings - Substantiated</b>     |          |
| • Remedied in whole                                              | 0        |
| • Remedied in part                                               | 0        |
| • Not remedied                                                   | 0        |
| • Recommendations made - remedy to be implemented over time      | 0        |
| <b>e. Investigation completed - Findings - Not substantiated</b> | 0        |
| <br><b>4. Ombudsperson Initiated Investigations</b>              | <b>0</b> |
| <b>a. Investigation ceased (discretion) - No findings</b>        | 0        |
| <b>b. Investigation completed - Findings - Substantiated</b>     |          |
| • Remedied in whole                                              | 0        |
| • Remedied in part                                               | 0        |
| • Not remedied                                                   | 0        |
| • Recommendations made - remedy to be implemented over time      | 0        |
| <b>c. Investigation completed - Findings - Not substantiated</b> | 0        |

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Kim S. Carter  
Ombudsperson  
Province of British Columbia

08/01/2014



Selina Robinson, MLA  
(Coquitlam-Maillardville)



Province of  
British Columbia  
Legislative Assembly

VILLAGE OF LIONS BAY  
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Selina Robinson, MLA  
(Coquitlam – Maillardville)  
Room 201, Parliament Buildings  
Victoria, BC V8V 1X4

Community Office:  
102 – 1108 Austin Avenue  
Coquitlam, BC V3K 3P5  
Phone: 604 933-2001  
Facsimile: 604 933-2002

January 16, 2014

Her Worship Mayor Brenda R. Broughton  
and Members of Council  
Village of Lions Bay  
Box 141  
Lions Bay, BC V0N 2E0

Dear Mayor Broughton and Councillors,

Happy New Year. I hope that 2014 is a year of good health and good governance for you all.

As you are likely aware, the Province intends to introduce the long awaited Local Elections Campaign Financing Act during the upcoming Spring 2014 legislative session. These proposed changes stem from the 2010 recommendations made by the Local Government Elections Task Force and represent the first major changes to municipal elections in many years. I am writing to seek your feedback on the proposed bill and offer myself as your representative in the upcoming legislative debate as the Opposition Critic for Local Government.

The changes that are being proposed are noted in a number of documents that can be found on the Ministry of Community, Sport and Cultural Development website:

- Report of the Local Government Elections Task Force – May 2010
- White Paper on Local Government Election Reform – September 2013
- Summary of Consultation Comments – November 2013
- Expense Limits Discussion paper – November 2013

There has been a long history of attempts to introduce legislation stemming from these recommendations. In July 2010, the Province announced that it had been given the 'green light' to implement the recommendations of the Task Force. Then in April 2011, the Province announced that it would not proceed with implementing those changes for the 2011 municipal election because there would not be sufficient time to inform all stakeholders of the changes in advance. In the Spring 2014 Legislative session we will be debating these proposed changes in the months leading up to a municipal election.

page...2 – continued

You will note that a key recommendation of the Local Government Elections Task Force – the establishment of campaign expense limits – is not included in these proposed changes. The Province has decided that more study is needed and they are seeking feedback on their November 2013 Expense Limits Discussion paper by January 31, 2014, for implementation in advance of the November 2017 municipal election.

Following these years of consultation, I invite you to share any thoughts and concerns you might have about these proposed changes with me, so that I am able to seek clarification and, if necessary, changes through debate in the legislature. The best way to reach me is by email [Selina.robinson.mla@leg.bc.ca](mailto:Selina.robinson.mla@leg.bc.ca)

Thank you for your attention and I look forward to hearing from you. Please do not hesitate to contact me on any matters of concern to your local government.

All the best,

A handwritten signature in cursive script that reads "Selina Robinson".

Selina Robinson, MLA  
Official Opposition Critic for Local Government and Sports

## Lions Bay Reception

From: seniorsbc@gov.bc.ca  
Sent: Friday, January 17, 2014 9:02 AM  
To: Lions Bay Reception  
Subject: SeniorsBC.ca e-Newsletter

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If you are having problems viewing this e-newsletter, go to the [Online version](#).



e-Newsletter

SeniorsBC.ca

### Welcome to the e-Newsletter

Volume 5/ Issue 1/ January  
2014

#### Inside this issue:

- Message from Parliamentary Secretary
- Update on Seniors Advocate
- Free fitness classes for seniors
- More communities get age-friendly
- Recognize an outstanding citizen
- Planning for your care needs
- Bereavement checklist
- Senior smashing world records
- Move for healthy aging
- Council to Reduce Elder Abuse meets
- Tofu stir fry recipe

**Printable PDF e-Newsletter**



### B.C. moves forward with Seniors Advocate

The Government of B.C. recently launched a national executive search to recruit Canada's first Seniors Advocate. Once established, the Office of the Seniors Advocate will provide an important voice to nearly 700,000 seniors in British Columbia. [Read more](#)





## Message from Parliamentary Secretary

A new year is a great opportunity to share my enthusiasm for my commitment to work hard for British Columbia's seniors and their families. As Parliamentary Secretary for Seniors, I look forward to continuing to connect with as many British Columbians as I can throughout the province. [Read more](#)

## FREE fitness classes for seniors

There are free exercises classes available for seniors (65+ years of age) at three YMCA locations in the Greater Vancouver area. As part of a research study being conducted at the University of B.C., seniors are invited to attend an exercise class 3x per week from March to August. [Read more](#)

## Do you know an outstanding citizen?

If so, the British Columbia Honours and Awards Secretariat is seeking nominations for the province's highest honour, the Order of British Columbia (OBC). [Read more](#)



## More communities get age- friendly

In Houston, B.C., seniors will join Northwest Community College students on a Daily Life mapping exercise to investigate safety issues. In Mackenzie, the Seniors' Housing Committee will look at ways to adapt the temporary housing associated with industrial projects to provide affordable seniors' housing. [Read more](#)

## 76 year old female smashes world records



Christa Bortignon, a 76-year-old from West Vancouver, has received the highest award in track and field from the World Masters Athletics after breaking seven world records this year.

[Read more](#)

## Planning tip: Move for Healthy Aging

Walk, run, stretch. Be active! Staying physically active is one of the best ways to prepare for healthy aging. [Read more](#)



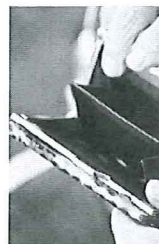
## Planning for your care needs



Are you or a loved one having difficulty managing at home? The booklet

"Planning For Your Care Needs – Help in Selecting a Residential Care Facility" provides information about residential care services and also includes descriptions of other services available to help you. [Read more](#)

## Council to Reduce Elder Abuse up and running



After much anticipation, the Office to Reduce Elder Abuse is pleased to advise that the Council to Reduce Elder Abuse (Council) met for the first time in Vancouver, on December 13, 2013. [Read more](#)

## Bereavement Checklist

The B.C. Bereavement Checklist is a tool that can assist with identifying key federal departments and provincial ministries that should be notified of a death to terminate benefits and services or to initiate benefits for survivors. [Read more](#)

## Tofu Stir Fry recipe



For more great recipes order your **FREE** copy of the Healthy Eating for Seniors handbook by calling HealthLink BC at 8-1-1.

[Read more](#)

[www.SeniorsBC.ca](http://www.SeniorsBC.ca)

[Subscribe](#) | [Unsubscribe](#) | [Privacy Statement](#) | [Contact Info](#)

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## Lions Bay Reception

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**From:** [REDACTED]  
**Sent:** Tuesday, January 21, 2014 7:23 PM  
**To:** Village of Lions Bay  
**Cc:** Brenda Broughton\_Telus  
**Subject:** Park and Parking

VILLAGE OF LIONS BAY  
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RECEIVED  
JAN 22 2014

Hello,

Spring is close by and we experience the noise and illegal activities during the day and after 10 pm which are during the time that the park and parking should be closed.

After a few e-mails, calling the office and meetings, still we have not received any respond even though NO one is returning our calls from the office which is not acceptable.

We are making this requests again and demand for your swift respond to make some progress towards this request. We need By-law officer.

These things must be done in Lower Kelvin Grove:

- 1) The sign for towing illegally parked cars and contract with towing company.
- 2) The sign for to show washroom inside the park area
- 3) To have the by-law officer to check on designated 3 hours visitor parking
- 4) Clean up and trim trees and bushes

Regards,

[REDACTED] TIDE WATER WAY

[REDACTED] TIDE WATER WAY



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

[www.village.lions-bay.bc.ca](http://www.village.lions-bay.bc.ca)

---

Mr. Jeffrey Stone  
Box 479  
Lions Bay, BC  
V0N 2E0

January 27, 2014

Dear Mr. Stone,

**Re:     *Freedom of Information and Protection of Privacy Act (the "Act")***  
**Request for Access to Records - Reference No. 2013-0011**

This letter is in follow up to your request for records dated December 31, 2013.

Enclosed, please find the results of your request.

Please contact me on 604-921-9333 or at [admin@lionsbay.ca](mailto:admin@lionsbay.ca) if you have any questions during the processing of your request.

Sincerely,  
**Village of Lions Bay**

Grant McRadu  
Interim CAO

/mk