



# THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

## REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF LIONS BAY HELD ON TUESDAY, APRIL 15, 2014 at 7:00 PM IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

### MINUTES

In Attendance: Mayor Brenda Broughton  
Councillor Scott Ando (7:04 p.m.)  
Councillor Fred Bain  
Councillor Ron McLaughlin  
Councillor Joanne Ronsley  
Grant McRadu, Interim CAO  
Mandy Koonts, Municipal Coordinator (Recorder)

#### 1. Call to Order

Mayor Broughton called the meeting to order at 7:00 p.m.

#### 2. Approval of Agenda

Councillor McLaughlin added one item:

- 9C: Resolution to Appoint Mayor Broughton as Vice-Chair of the Infrastructure Committee

Interim CAO McRadu added two items:

- 9D: Recommendation of COTW to award "Village Office move contract"
- 9E: Recommendation of COTW to award "Re-roofing & seismic upgrading contract"

Moved: Councillor Bain  
Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council approves the Agenda of the Regular Council Meeting of April 15, 2014, as amended.

**CARRIED**

#### 3. Public Participation

Mayor Broughton read the Public Participation section of the Procedure Bylaw relating specifically to time limits.

##### Susan Publicover

Ms. Publicover expressed her deep concern over recent tree cutting and the stability of the slope adjacent to her property.

Mayor Broughton recused herself from the meeting at 7:04 p.m. as this topic directly involves her husband, Michael Broughton.

Nelson Publicover

Mr. Publicover explained the extent of the tree cutting and expressed his concern over the potential for induced bank erosion.

Interim CAO McRadu requested Mr. and Mrs. Publicover to forward all other correspondence and information with respect to this matter so it may be investigated further.

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

Carole Conlin:

Ms. Conlin noted that the CAO's report is missing from the Agenda package and asked if the package would be amended to include the report.

Ms. Conlin asked if and when Council would be responding to her submission in pages 171-179 of the April 1, 2014 Agenda package.

Ms. Conlin sought information from Council as to the cost to taxpayers for the legal opinion, read aloud in the March 4, 2014 Regular Council meeting, with respect to conflict of interest. Ms. Conlin further questioned whether a policy will be drafted to address the process for Councillors to obtain legal advice in cases of potential conflict of interest. Interim CAO McRadu confirmed this is being researched.

**4. Delegations**

A. Brent Loewen, Bylaw Officer Appointee

Mr. Loewen introduced himself to Council and residents and provided a brief background of himself and his previous experience. Mr. Loewen answered questions from residents regarding dogs and bears.

B. Birgitta von Krosigk – Bear Smart Committee

Ms. von Krosigk sought clarification from Council on plans for staff training noting that bear season is upon us and training is critical. Ms. von Krosigk further iterated the need to discuss alternative garbage options given the recent removal of the Smithrite dumpster at the fire hall. Council agreed the training should be scheduled as soon as possible; staff will work with the Bear Smart Committee in order to facilitate this.

Council discussed the fact that the Bear Smart Committee had not submitted a Municipal Grant Application this year and therefore had not been included in the budget framework. Councillor Ronsley gave an overview of the history of this Committee and the importance of its ongoing commitment to the Village. Council recommended a resolution to add the Bear Smart Committee to the list of approved 2014 municipal grants.

Moved: Councillor McLaughlin

Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council approves the allocation of \$500 to the Bear Smart Committee under the 2014 Community Grant program.

**CARRIED**

C. Mateo Ocejo – Sea to Sky Soils

Mr. Ocejo attended with colleagues Peter Ladner, SFU Fellow, and Jaye-Jay Berggren, Director of Operations. A copy of the presentation is retained with the Agenda package.

Mr. Ocejo expressed Sea to Sky Soils' interest in working with Village staff to implement a pilot program for green waste in the Village. Similar programs have been implemented in other municipalities in as little as 60 days. Mr. Ocejo further iterated that there are grants available to promote the capturing of heat energy to heat greenhouses.

Staff will follow up directly with Mr. Ocejo to work on a costing and project proposal.

**5. Adoption of Minutes**

A. Special Meeting of March 13, 2014:

Moved: Councillor McLaughlin

Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council adopt the Minutes of the Special Council Meeting of March 13, 2014, as submitted.

**CARRIED**

B. Regular Meeting of April 1, 2013:

Moved: Councillor Ando

Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council adopt the Minutes of the Regular Council Meeting of April 1, 2014, as submitted.

**CARRIED**

**6. Business Arising from the Minutes**

A. Climate Action Task Force – Re-establishment Discussion

Mayor Broughton stated that there is a renewed mission relevant to this committee and she will communicate with Ruth Simons directly regarding re-establishment to identify environmentally friendly solutions with respect to green waste disposal.

**7. Unfinished Business**

A. Community Centre Renewal Update

This item will be discussed under Resolutions.

B. Animal Control & Licencing Bylaw #461

Mayor Broughton expressed appreciation for Bylaw Officer Brent Loewen's comments regarding on/off leash areas. Mayor Broughton suggested informal discussions take place between the relevant stakeholders and recommendations be brought forward for consideration by Council in moving this Bylaw forward. Staff will communicate directly with the delegations of April 1, 2014 to advise of this suggestion by Council.

**8. Reports**

Moved: Councillor Ronsley  
Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council receive the reports of April 15, 2014, as submitted.

**CARRIED**

A. Interim CAO

Interim CAO McRadu advised there is nothing to report in this meeting.

B. Mayor & Council

Mayor Broughton provided an overview of the highlights of her report, specifically events related to Howe Sound and the addition by Miller Capilano of two new speed limit signs in the Logger's Creek area of the Sea to Sky Highway. Mayor Broughton further iterated the need for the Village to come together with ICBC to determine strategies to educate drivers on best driving practices when met with unanticipated road condition surprises.

Councillor Ronsley noted that the final recommendations from the Secondary Suites Committee will be brought forward at the May 6<sup>th</sup> Regular Council meeting.

C. Committees

i. Lions Bay Historical Society

Councillor McLaughlin stated the Committee continues to be very active and will be assisting Office staff with the pack up, move and storage of the LBHS-specific items.

ii. Standing Committee on Finance

Councillor McLaughlin provided the draft minutes of the Committee's April 14, 2014 meeting on-table noting that the Committee's previous meeting had been on February 3, not March 3 as noted on the Agenda materials. The Committee is recommending Council's adoption of the Five Year Financial Plan.

iii. Tree Committee – Application #45

Councillor McLaughlin advised ownership of the property with respect to this application has been confirmed as municipal property.

Moved: Councillor McLaughlin  
Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council approves Tree Application #45 as recommended by the Tree Committee.

**CARRIED**

iv. Infrastructure Committee

Councillor Ando brought forward the minutes of the February 13, 2014 Committee meeting requesting staff make two corrections:

- Page 1, item 4, bullet 3: change “Haley” to “Hayley”
- Page 4, item 10a: change “education” to “educate”; change “Request” to “He requested”

D. Emergency Services

**9. Resolutions**

A. Resolution to Appoint Chief Election Officer and Deputy Chief Election Officer

Moved: Councillor Ronsley  
Seconded: Councillor Ando

BE IT RESOLVED THAT Mr. Lewis Villegas be appointed as Chief Election Officer AND THAT Ms. Mandy Koonts be appointed as Deputy Chief Election Officer to administer and conduct the 2014 general local election.

**CARRIED**

B. Resolution to Commission an Infrastructure Master Plan

Moved: Councillor Ando  
Seconded: No seconder

WHEREAS at the Regular Meeting of Council on March 4 and April 1, 2014 it was reported that the Infrastructure Committee does not believe that an Infrastructure Master Plan was prepared in 2005/06;

AND WHEREAS the Infrastructure Committee has recommended that Council commission an Infrastructure Master Plan to combine and updated the 2005/06 EarthTech / AECOM water, roads and wastewater reports, plus perform several strategic studies on water, wastewater, storm water drainage and roads, with a goal of producing a 20-year master plan for the infrastructure of Lions Bay;

THEREFORE BE IT RESOLVED THAT the Village of Lions Bay Council commission an Infrastructure Master Plan in 2014. Further that the Infrastructure Committee review, formulate and recommend the scope of work in the Infrastructure Master Plan and report back to Staff and/or Council.

The Mayor advised that as per the Village Procedure By-law Article 24, Council may only debate and vote on a motion only if it is first made by one Council member and then seconded by another.

Council requested the Infrastructure Committee do more research into the potential cost of creating this plan and bring it forward for the 2015 budget noting that there isn't funding in the 2014 budget for this. Councillor Ando expressed concern that the Infrastructure Committee is currently stalled without a plan to assist with infrastructure projects. Councillor Ando further iterated that there is staff support, Committee support and an urgent need to address Village infrastructure projects and that this had been expressed to Council in the March 4<sup>th</sup> and April 1<sup>st</sup> Council meetings. The Committee is seeking a commitment from Council that it will move forward with a master plan if the work to create one is undertaken. Council requested the Infrastructure Committee to do more research into the associated cost and report back.

C. Resolution to Appoint Mayor Broughton as Vice-Chair of the Infrastructure Committee

Moved: Councillor McLaughlin  
Seconded: Councillor Ronsley

WHEREAS the Administrative staff recognize the value of Mayor Broughton’s knowledge of Village of Lions Bay infrastructure over six terms in office;

AND WHEREAS Mayor Broughton is defacto included in membership of all other committees and this resolution conforms to the current protocol;

THEREFORE BE IT RESOLVED THAT the Village of Lions Bay Council appoints Mayor Broughton as Vice Chair of the Infrastructure Committee.

Councillor Bain expressed concern that additional Council participation may impact the willingness of the Committee to provided candid feedback on infrastructure needs and does not see a need to make changes to the current make-up of the Infrastructure Committee.

Councillor Ronsley expressed her opinion that Mayor Broughton’s participation on the Infrastructure Committee would bring additional corporate knowledge to expedite the roles of Committee members and the execution of tasks.

Councillor Ando expressed the concern that the Committee would no longer remain non-political if Mayor Broughton were appointed as Vice Chair. Councillor Ando further iterated that he would have no qualms to resigning from the Committee should Mayor Broughton be appointed a member.

Mayor Broughton commented that with so many changes in the Village, there is value in her corporate knowledge and insight being included as the Vice Chair of the Committee. Mayor Broughton further stated there is a depth of work that needs to be done with respect to infrastructure in the Village.

Councillor McLaughlin suggested the resolution be amended to appoint Mayor Broughton an ex-officio (non-voting) member of the Committee. Mayor Broughton suggested this item be tabled temporarily.

Moved: Councillor Bain  
Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council moves to table this item to a later date.

**CARRIED**

D Recommendation of COTW to Award Village Office Move Contract

Moved: Councillor Ando  
Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council resolves to award the Village Office move project to accommodate the repairs of the Community Centre and Village Office at a cost of \$9,000 with the understanding that certain areas are excluded from the quote.

**CARRIED**

E Recommendation of COTW to Award Re-roofing & Seismic Upgrading Contract

Move: Councillor McLaughlin

Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council resolves to aware the Community Hall roofing and seismic upgrade project, as tendered, to DMC at a cost of \$166,200.

Council discussed the cost difference of using cedar shakes versus asphalt tiling; cedar shakes are considered to be an esthetic addition. The roofing tender can be reduced by \$7,000 if the asphalt tiling is used. Councillor Bain noted the resolution of November 5, 2013 in which Council committed to the renovation project and least-cost options. The majority of Council agreed the lesser cost option should be selected. Mayor Broughton expressed concern that the less-cost option will lower property values in the Village and will wind up costing more in the long run as a result.

An amendment was proposed to the original motion.

Moved: Councillor Ando

Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council amends the resolution to reflect the less-cost option.

**CARRIED**  
**Mayor Broughton opposed**

Moved: Councillor McLaughlin

Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council resolves to aware the Community Hall roofing and seismic upgrade project, as tendered, to DMC at a cost of \$159,200.

**CARRIED**

**10. Bylaws**

A. Bylaw #469 Sewer User Rates Amendment - Adoption

Moved: Councillor Bain

Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council adopts Bylaw #469 Sewer User Rates Amendment 2014, as presented.

**CARRIED**

B. Bylaw #470 Sewer Parcel Tax Amendment - Adoption

Moved: Councillor Ando

Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council adopts Bylaw #470 Sewer Parcel Tax Amendment 2014, as presented.

**CARRIED**

C. Bylaw #471 Water Parcel Tax Amendment - Adoption

Moved: Councillor Bain  
Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council adopts Bylaw #471 Water Parcel Tax Amendment 2014, as presented.

**CARRIED**

D. Bylaw #472 Tax Rates – First and Second Reading

Moved: Councillor Bain  
Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council approves first reading of Bylaw #472 Tax Rates 2014, as presented.

**CARRIED**

Moved: Councillor Bain  
Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council approves second reading of Bylaw #472 Tax Rates 2014, as presented.

**CARRIED**

E. Bylaw #473 Five Year Financial Plan – First and Second Reading

Moved: Councillor McLaughlin  
Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council approves first reading of Bylaw #473 Five Year Financial Plan 2014, as presented.

**CARRIED**

Moved: Councillor Bain  
Seconded: Councillor Ando

BE IT RESOLVED THAT the Village of Lions Bay Council approves second reading of Bylaw #473 Five Year Financial Plan 2014, as presented.

**CARRIED**

**11. Correspondence**

Moved: Councillor Bain  
Seconded: Councillor Ando

BE IT RESOLVED THAT the Village of Lions Bay Council receives the correspondence to April 11, 2014, as submitted.

**CARRIED**

Councillor Bain discussed general correspondence item #5 on page 163 expressing concern there seems to be an erosion of local ambulance service in the Village. Councillor Bain will discuss this further directly with the BC Ambulance Service Unit Chief Sherman Hillier and report back.

Staff were requested to notify the resident with respect to National Health & Fitness Day.

Interim CAO McRadu advised that he will be attending the Waste Management seminar on April 30<sup>th</sup>.

**12. New Business**

**A. Volunteer Appreciation Week & Emergency Preparedness Week – Community Acknowledgement**

Mayor Broughton requested this item be placed on the May 6<sup>th</sup> Council Agenda.

**13. Public Questions & Comments**

Carole Conlin

Ms. Conlin expressed concern that Council would consider commissioning an Infrastructure Master Plan when \$108,000 was spent to commission a similar report in 2006, for which a UBCM award was given to the Village, that current staff and Council have been unsuccessful in locating. Both Councillor Ando and Mayor Broughton confirmed the report appears to be lost. Mayor Broughton further stated that previous staff and Council had researched the plan extensively and projects had been moved forward under the plan. Ms. Conlin offered to provide the name of the consultant who compiled the report in the hopes the Village is able to obtain a new copy.

Alan Henshaw

Mr. Henshaw commented on the presentation by Sea to Sky Soils noting that this could save money for the Village while promoting sustainability in the region. Mr. Henshaw also noted that there may be revenue-generating potential.

Mr. Henshaw suggested that if additional cutting is planned for Isleview Place, it should be established what additional work is to be undertaken and consideration given to planting of new trees in the Village to compensate.

**14. In Camera Resolution**

Moved: Councillor Bain

Seconded: Councillor McLaughlin

That the Regular Meeting of April 15, 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;
- c) labour relations or other employee relations;
- k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could

reasonably be expected to harm the interests of the municipality of they were held in public.

**CARRIED**  
**Councillor Ando opposed**

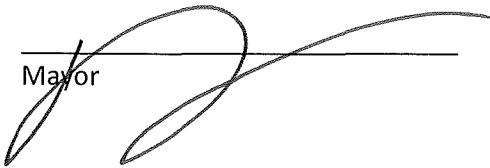
**15. Reporting Out**

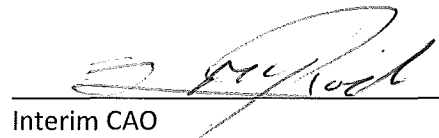
**16. Adjournment**

Moved: Councillor Ronsley  
Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council adjourn its Regular Meeting of Council of April 15, 2014 at 9:58 p.m.

**CARRIED**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Interim CAO