



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

---

**REGULAR MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, MAY 6, 2014 at 7:00 PM  
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

---

**MINUTES**

In Attendance: Mayor Brenda Broughton  
Councillor Scott Ando (arrived 8:16 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**

The following items were added to the agenda:

- 9D: Resolution to Award Construction Manager Contract for Community Centre Renovation Project
- 9E: Resolution to Support Annual Health & Fitness Day
- 12C: Port Authority Request for Municipal Feedback by May 8<sup>th</sup>, 2014

Moved: Councillor Ronsley

Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council approves the Agenda of the May 6, 2014 Regular Council meeting, as amended.

**CARRIED**

**3. Public Participation**

Mayor Broughton recused herself at 7:01 p.m.

A. Dr. Michael Broughton

Dr. Broughton requested to clarify points from the Minutes of April 15, 2014.

Dr. Broughton clarified that the trees discussed by Mr. & Mrs. Publicover were not located on the Publicovers' property; the trees were located on the Povills' property. Dr. Broughton advised that he has been in contact with all four of the concerned property owners on Isleview Place and confirmed their willingness to meet to resolve this issue. Dr. Broughton added that all of the residents value their relationships with each other.

Mayor Broughton rejoined the meeting at 7:03 p.m.

Interim CAO McRadu commented on questions raised by a resident at the earlier COTW meeting with respect to posting of Council items at the postal box area of the Village. Interim CAO McRadu noted that the space is rented from the strata corporation by Canada Post and that further research is needed to answer the resident's other questions. Interim CAO McRadu further stated that the procedure bylaw is under review and recommended changes being brought forward will also address some of the resident's concerns.

**4. Delegations**

**A. Secondary Suites Committee**

Carole Bajus spoke on behalf of the Committee. Ms. Bajus discussed the recommended revisions to the Secondary Suites bylaw which is on this evening's Agenda. Ms. Bajus indicated the Committee's intent throughout this process was to ensure fairness for residents with suites as well as residents without suites and to also ensure complete safety compliance for all Village residents. The Committee further recommends Council authorize legal action against those residents who don't comply with the bylaw. Councillor Ronsley thanked the Committee for their hard work and commitment.

**5. Adoption of Minutes**

Council recommended the following revisions to the minutes:

- Page 6 of 10: in the third paragraph after the resolution remove the word "be" from the second sentence so it reads "Councillor Ando further iterated that he would have no..."
- Page 4 of 10, item 8B: amend the last line of the first paragraph to read "...when met with unanticipated road condition surprises."

Moved: Councillor Ronsley

Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council adopts the Minutes of the April 15, 2014 Regular Council meeting, as amended.

**CARRIED**

**6. Business Arising from the Minutes**

Councillor Bain advised he has been in contact with local BC Ambulance Unit Chief who has committed to responding to our request for details on levels of service in Lions Bay. Councillor Bain will report back to Council once an update has been received. Mayor Broughton noted that this issue had been a hot topic at the recent BC Mayors' Caucus.

**7. Unfinished Business**

**A. Community Centre Renovation**

To be discussed under Interim CAO's report.

**8. Reports**

Moved: Councillor Bain

Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council receives the reports of May 6, 2014, as submitted.

**CARRIED**

A. Interim CAO

Interim CAO McRadu advised that the Community Centre Renovation is now underway with the roofing project having started this week and the library and historical society having started their pack-up. The storage and office trailers will arrive next week and the Village Office will move to the new site May 21-23, 2014. Updates will be provided to the public in order to effectively communicate any changes to service levels during this relocation phase.

Mayor Broughton recused herself at 7:23 p.m.

Interim CAO McRadu provided an update on the recent issue of tree cutting on Isleview Place noting that he and Councillor McLaughlin had met with Dr. Broughton to understand the events leading up to the cutting. Confirmation has now been made that the trees were located on private property and that permission to cut had been obtained from the property owner in advance of any trimming taking place. Dr. Broughton, at his own cost, has obtained a survey confirming the trees were not located on municipal property. The survey showed two of the trees straddle private and MOTI property and MOTI has confirmed they have no issue with those trees being topped. Both Dr. Broughton and the property owner were unhappy with the result of the cut and plan to “clean it up” once plans to do so have been communicated to Council and the public. All parties acknowledged there was poor communication in relation to the tree cutting and are committed to communicating better in the future to preserve neighbourly relationships.

Mayor Broughton rejoined the meeting at 7:27 p.m.

Interim CAO McRadu advised the 2013 audit has been completed and the preliminary results show a “clean” audit. Statements will be submitted to Council later this week and then released to the public via the Village website.

Interim CAO McRadu discussed No Parking signs being erected in the Village and apologized for the poor communication to residents on this issue, resulting in several phone calls to the office. Interim CAO McRadu will meet with staff this week to establish the history and rationale for erecting the signs and will ensure clear communication is provided to residents on this issue moving forward. Interim CAO McRadu will respond directly to those residents who have contacted the office.

Interim CAO McRadu is researching options for organic waste disposal and will report back to Council once the information has been collected and reviewed.

B. Mayor and Council

Mayor Broughton provided an update on the highlights of her report. Mayor Broughton advised that the BC Mayors’ Caucus had confirmed the importance of sustainable funding and identified it as a priority. The Howe Sound Community Forum was well attended and three Provincial representatives had attended and are willing to provide staff time and work with the Minister on a planning tool for Howe Sound.

Mayor Broughton commented on Council Ando's report in his absence and noted there is a proposal to move from three divisions to two at Lions Bay School commencing in the 2014-15 school year.

Councillor Ronsley advised the Filming Committee meeting has been rescheduled to Monday, May 12<sup>th</sup> from 6-8pm. Councillor Ronsley also noted the Native Plan Garden group is organizing its annual plant sale for May 17<sup>th</sup> 9:30-12:30 in the hope of raising money for garden supplies. Councillor Ronsley will be attending the LMGA conference in Whistler from May 7-9, 2014.

C. Committees

ii. Tree Committee - Application #46

Moved: Councillor McLaughlin

Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council approves the recommendations of the Tree Committee with respect to Tree Cutting Application #46.

**CARRIED**

Infrastructure Committee - Master Plan

Councillor McLaughlin requested clarification from Councillor Ando on the most appropriate way to include Mayor Broughton's knowledge of Village infrastructure in the work of the Infrastructure Committee given Councillor Ando's position on this at the last Council meeting. Interim CAO McRadu suggested Councillor McLaughlin's comments be provided to the Infrastructure Committee, through Councillor Ando as committee chair, for further consideration. Council concurred.

**9. Resolutions**

A. Resolution for Special Council Meeting on May 13, 2014

Moved: Councillor Bain

Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council will hold a Special Council Meeting on Tuesday, May 13, 2014 to adopt the Five Year Financial Plan Bylaw and the Tax Rates Bylaw.

**CARRIED**

B. Resolution to Cancel Scheduled Council Meetings in June & July

Moved: Councillor Ronsley

Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council does cancel the June 3 and July 8 Regular Council Meetings.

**CARRIED**

C. Resolution to Change Council Meeting Venue During Renovation Project

Moved: Councillor McLaughlin

Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council does approve relocation of Regular Council meetings to the gymnasium of Lions Bay School during the Community Centre Renovation project.

**CARRIED**

D. Resolution to Award Construction Manager Contract for CCR Project

Moved: Councillor Bain  
Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council resolves to move forward on awarding of the Construction Manager contract to Kindred Construction in the amount of \$26,675 following a Request for Proposal process and confirmation of the selection criteria having been met.

**CARRIED**

E. Resolution to Support National Health & Fitness Day

Moved: Councillor Ronsley  
Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council supports National Health and Fitness Day on June 7, 2014.

**CARRIED**

**10. Bylaws**

A. Bylaw #472 Tax Rates Bylaw – Third Reading

Moved: Councillor Bain  
Seconded: Councillor Ronsley

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

**CARRIED**

B. Bylaw #473 Five Year Financial Plan Bylaw – Third Reading

Moved: Councillor Bain  
Seconded: Councillor McLaughlin

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

**CARRIED**

C. Bylaw #474 Election Procedures Bylaw – First and Second Reading

Moved: Councillor Ronsley  
Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council approves first reading of Bylaw #474 Election Procedures, as presented.

**CARRIED**

Moved: Councillor McLaughlin

Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council approves second reading of Bylaw #474 Election Procedures, as presented.

**CARRIED**

D. Bylaw #475 Secondary Suites Amendment Bylaw – First Reading

Moved: Councillor Bain

Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council approves first reading of Bylaw #475 Secondary Suites Amendment Bylaw, as presented.

**CARRIED**

**11. Correspondence**

Moved: Councillor Ronsley

Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council receives the list of Correspondence to May 2, 2014.

**CARRIED**

Item 1: Squamish-Lillooet Regional District – Howe Sound Community Forum

Mayor Broughton advised Metro Vancouver has passed the Revised Principles For Cooperation and signing of the document is imminent; the objectives are clearly outlined in the revised principles of cooperation. Lions Bay resident, and former Councillor, Ruth Simons has taken on a volunteer role to bring elected officials together in a coordinated manner to assist with site selection for meetings, funding, and assisting with grant applications.

Item 6: Metro Vancouver New Waste-to-Energy Capacity

Mayor Broughton advised that Nanaimo Council has voted unanimously against this issue and the consultation process has subsequently been cancelled by Metro Vancouver.

Item 12: North Shore Table Matters Food Charter

Mayor Broughton noted that Council had passed a resolution in support of this issue on February 4, 2014 and that the information has been communicated to Vancouver Coastal Health. Mayor Broughton added that Lions Bay was the first of the North Shore municipalities to pass a resolution of support.

Councillor Ronsley requested Staff to respond to residential correspondence items 1-4 to advise the correspondence will be referred to the Filming Committee.

**12. New Business**

A. Landfill Inventory and Closure Status Assessment Study

Acting Manager of Public Works Will Emo provided insight on the status of the landfill location. Preliminary review indicates abandonment of the landfill is preferable to closing the landfill site; Ministry of Environment also prefers this option. Mr. Emo and Interim CAO McRadu are researching appropriate next steps and to establish whether abandonment will mean the

Village's relinquishment of rights to the land. Staff will report back to Council once the research is completed. The engineer's report on file notes that when the landfill closed in 1983, it complied with all requirements for a closed site at that time.

**B. Volunteer Appreciation / Emergency Preparedness Week – Acknowledgement**

Historically, the Village has taken these opportunities to host an event to publicly thank the Village's volunteers. Council recommended, given the closure of the Village Hall for renovations, this event be postponed to coincide with the formal re-opening event of the Hall. In the interim, Council requested Councillors to pass on their depths of gratitude to all volunteers within their portfolios.

**C. Port Authority Request for Municipal Feedback**

Mayor Broughton noted the feedback request deadline has been extended twice by the Metro Vancouver board and that Lions Bay has some useful things to add to this feedback request. Councillor Bain and Mayor Broughton both brought forward comments to be included in the feedback. Staff will prepare a letter noting Council's comments and submit it to the Metro Vancouver board contact in time to meet the May 8, 2014 deadline.

**13. Public Questions & Comments**

**Ms. Carole Conlin**

Ms. Conlin sought clarification from Mayor Broughton as to the reasons Mayor Broughton had recused herself at two points during the meeting. Mayor Broughton advised that in both instances she had recused herself due to the fact she is part owner of the property that was being discussed.

Interim CAO McRadu answered Ms. Conlin's question from the COTW meeting stating that the Village does not pay any fees to post items at the post office.

Ms. Conlin requested clarification on the Village policy on snowplowing of the commercial strata complex noting that the policy letter contained on the Village website refers only to "Michael" and references more than one strata number.

**Dr. Michael Broughton**

Mayor Broughton recused herself at 8:16 p.m. as she is part owner of the store and café strata complex.

Dr. Broughton provided insight into the plowing of snow at the commercial strata complex. Dr. Broughton advised that the Village Townhouse garbage is picked up by accessing the Village bins through the Commercial property, the trucks come through the commercial parking lot to empty the bins. This also occurs for recycling and for green waste. The one-pass of the snow plow assists in this regard during periods of inclement weather.

Mayor Broughton rejoined the meeting at 8:18 p.m.

**14. In Camera Resolution**

Moved: Councillor Ronsley  
Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council does close the May 6, 2014 Regular Council Meeting to the public at 8:19 p.m. 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
- g) litigation or potential litigation affecting the municipality

**CARRIED**

**15. Reporting Out**

No items were reported out from the In Camera session.

**16. Adjournment**

Moved: Councillor Bain

Seconded: Councillor McLaughlin

BE IT RESOLVED THAT the Village of Lions Bay Council adjourns the May 6, 2014 Regular Council meeting.

**CARRIED**

\_\_\_\_\_  
Mayor

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