



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

AGENDA

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Public Participation**
- 4. Delegations**
 - A. Secondary Suites Committee
- 5. Adoption of Minutes**
 - A. April 15, 2014 Regular Council Meeting (page 3)
- 6. Business Arising from the Minutes**
- 7. Unfinished Business**
 - A. Community Centre Renovation
- 8. Reports**
 - A. Interim CAO (page 13)
 - B. Mayor and Council (page 27)
 - C. Committees:
 - i. Secondary Suites Committee – Minutes of March 11, 2014 meeting (page 39)
 - ii. Tree Committee – Tree Application #46 (page 43)
- 9. Resolutions**
 - A. Resolution for Special Council Meeting on May 13, 2014 (page 45)
 - B. Resolution to Cancel Scheduled Council Meetings in June & July (page 47)
 - C. Resolution to Change Council Meeting Venue During Community Centre Renovation (page 49)
- 10. Bylaws**
 - A. Bylaw #472 Tax Rates Bylaw – Third Reading (page 51)
 - B. Bylaw #473 Five Year Financial Plan – Third Reading (page 55)
 - C. Bylaw #474 Election Procedures Bylaw – First and Second Reading (page 65)
 - D. Bylaw #475 Secondary Suites Amendment Bylaw – First Reading (page 75)

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11. Correspondence

- A. List of Correspondence to Friday, May 2, 2014 (page 81)

12. New Business

- A. Landfill Inventory and Closure Status Assessment Study (page 131)
- B. Volunteer Appreciation Week & Emergency Preparedness Week – Community Acknowledgement

13. Public Questions & Comments

14. In Camera Resolution

That the Regular Meeting of May 6, 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
- g) litigation or potential litigation affecting 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, 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 on her property without her permission. A copy of Ms. Publicover's comments is retained with the Agenda package.

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

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Mr. Publicover

Mr. Publicover explained the extent of the tree cutting which had occurred on his property without his permission. A copy of Mr. Publicover's comments is retained with the Agenda package.

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

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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 surprises.

Councillor Ronsley noted that the final recommendations from the Secondary Suites Committee will be brought forward at the May 6th 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:

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- 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 4th and April 1st 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.

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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 be 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

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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 30th.

12. New Business

A. Volunteer Appreciation Week & Emergency Preparedness Week – Community Acknowledgement
Mayor Broughton requested this item be placed on the May 6th 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

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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

DRAFT



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Interim CAO REPORT TO MAYOR & COUNCIL		
Title	Interim CAO May 6 th , 2014 Update		
Author	Grant McRadu		
Date	May 6 th , 2014	Version	
Issued for	May 6 th , 2014 Regular Meeting of Council		

1. RECOMMENDATION

1.1 That Council receive this report for information purposes.

2. SUMMARY

- **Administration:**
 - Community Hall Renovations are underway:
 - DMC has mobilized and will complete the reroofing by early June
 - Council will consider awarding the contract for a Construction Manager later this evening
 - The Village Office will be moving to the third floor of the Klatt Building the week of May 19th which will necessitate closing the Village Office on Wednesday, Thursday, Friday, May 21 – 23rd to prepare for, and execute, the move
 - A temporary office trailer located on the east side of the Klatt Building will be open to the public to pay tax notices and to respond to public enquiries
 - Staff are recommending scheduling only one Council meeting per month for the months of June and July and these be held at the Elementary School in the gym. There will most likely be other meetings but these shall be at the call of the Mayor. As in past years, there will be no scheduled Council meetings in August
 - The position of Manager of Public Works has been advertised and May 9th is the closing date for applications
 - 2013 Annual Report will be published early June
 - Annual Property Tax and Utility Parcel Tax Notices will be mailed to residents prior to end of May
- **Isleview Place – Cutting of Trees**
 - Councillor McLaughlin and Interim CAO met with Mr. Broughton and obtained an understanding of his role in the cutting of the trees
 - At this time, it appears that a number of trees were cut on 225 Isleview Place with the approval of the owner
 - We have been advised that both the owner of the property and Mr. Broughton want to “clean-up” and shape the cut better; this has been delayed at the request of the neighbours, Mr. & Mrs. Publicover
 - Mr. Broughton has advised the Village that he was attempting to contact the neighbours (including Mr. and Mrs. Publicover) to explain what the “clean-up” would involve



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- Mr. Broughton has also agreed to clean up the cut branches and debris that resulted from the cut trees and trimming
 - Mr. Broughton has also committed to obtaining a land survey of 225 Isleview and provide confirmation to the Village that the trees cut were all on private property, Provincial land or Village of Lions Bay land
 - If the trees that were cut are on Ministry land, then the Ministry will have jurisdiction
 - Mr. Broughton has also advised the Village that he will not be seeking approval from the Ministry of Transportation to cut any trees on Ministry land
 - Once the survey confirms the trees cut were on private property or Provincial Ministry land, the Village will not have any legal involvement in this incident
 - While it appears there has been confusion and misunderstandings about what trees were to be cut, it appears that the cut trees were on private or Provincial land and therefore not within the scope of the Village being involved in any legal manner. However, if the survey shows any of the trees that were cut were on municipal land, then the Village will consider what remedy should be obtained.
- **Public Works:**
 - The 2014 Capital Budget (Gross \$1.506M) has approved funding for the following works:
 - Fire – funding to construct a burn building
 - Community Centre Renovation
 - Lions Bay Beach Park (septic field and washroom upgrade)
 - Kelvin Grove washroom
 - Harvey Creek Road intake baskets
 - Oceanview Road (at Highview) resurfacing
 - Access road above Oceanview gate
 - Fire hydrant replacement
 - Water leak detection equipment
 - SCADA upgrade
 - Water bypass Magnesia Reservoir
 - Magnesia intake upgrades and rock wall remediation
 - Harvey intake road
- **2013 Audit:**
 - The audit has been completed
 - Audited Financial Statements will be submitted to Council for consideration and approval May 13th
- **Municipal Waste Reduction:**
 - The following is an excerpt from an email (with PowerPoint attached) received from MetroVancouver:
 - For those MWRCC members who were unable to make it to the Organics Disposal Ban Workshop #2 on April 23rd, please find attached (in one file) two of the presentations that were given (a full summary of the workshop, including all



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the presentations, will be posted online when compiled). In the meantime, the attached presentations describe the way in which bans work, and outline a range of four different potential options for implementing the Organics Disposal Ban.

- Metro Vancouver welcomes your municipality's input on the four options (which do you like and dislike, and why). Our intent is to consider feedback from all sources, and formulate one preferred option to present for discussion at the next Organics Disposal Ban workshop, tentatively set for late May.
- **Please send your municipality's feedback directly to ODB@metrovancouver.org**

- **Metro Vancouver Disposal Bans:**

- **Organics Disposal Ban (ODB) – Engagement running from February 25 – May 30th, 2014**
- **Clean Wood Disposal Ban (CWDB) - Engagement running from April 30th – June 5th, 2014**

As part of the above programs, Metro Vancouver has developed surveys to gather input on implementation. Metro has ask for assistance in promoting the surveys on the Village's webpage.

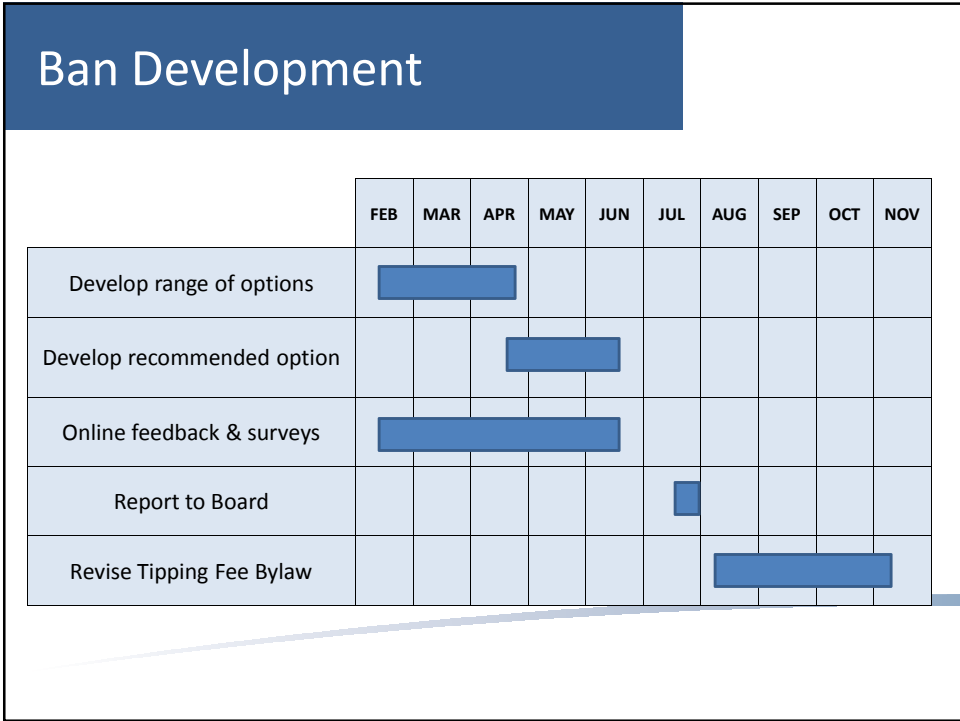
Metro Vancouver's Clean Wood Disposal Ban in 2015

"The way we manage our waste is changing. In 2015, Metro Vancouver plans to implement a Clean Wood Disposal Ban at all Metro Vancouver and City of Vancouver disposal facilities. You will have to separate clean wood from the garbage. For more information check out their [Clean Wood Disposal Ban web page](#) and [answer their survey!](#)"

Metro Vancouver's Organics Disposal Ban in 2015



"The way we manage our waste is changing. In 2015, Metro Vancouver plans to implement an Organics Disposal Ban that will apply to residential, commercial and institutional waste. You will have to separate food waste from the garbage. For more information check out their [Organics Disposal Ban web page](#) and [answer their survey!](#)"

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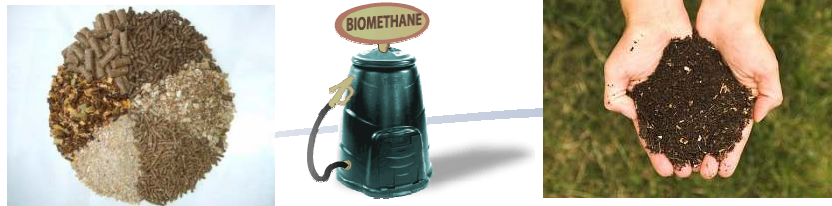
How Bans Work

- Authorized through Tipping Fee Bylaw
- Enforced by visual inspection
- Threshold
 - Percentage of load
 - Presence of items
- Surcharge added to tipping fee

Processing Capacity

- Currently, about 300,000 tonnes per year of organics processed
- Expect an additional 265,000 TPY
- Substantial new capacity under development



Processing Capacity

Facility Name	Status Update
Earth Renu	Recovers organics from packaged food; recycles packaging Anaerobic digestion facility under development (Delta)
Enterra	Makes animal feed using black soldier fly larvae (Vancouver)
Enviro-Smart Organics	Expanded from 75,000 to 100,000 TPY
Harvest Power	New anaerobic digestion facility produces 1MW of Electricity from up to 40,000 TPY of organics.
Northwest Organics	Receiving organics at Lytton composting facility.
Strathcona BIA	Micro-industrial Composter servicing small Strathcona businesses (Vancouver)
Surrey Biofuel Facility	Process underway for 80,000 TPY biofuel facility (Surrey)

Ban Implementation and Transition Options

Andrew Marr, Acting Division Manager, Solid Waste Planning

Outline

1. Limits, surcharges, materials
2. Four potential options
3. Supporting the transition



Varying Limits

- How much organics should be allowed?
- How should that change with time?

↓ Up to 5% of load may be organics



Varying Limits

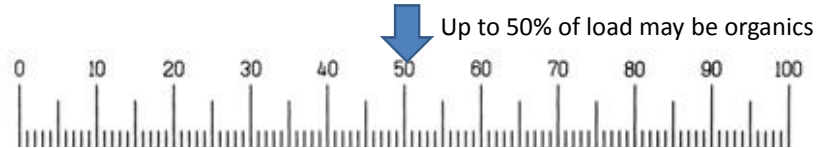
- How much organics should be allowed?
- How should that change with time?

↓ Up to 25% of load may be organics



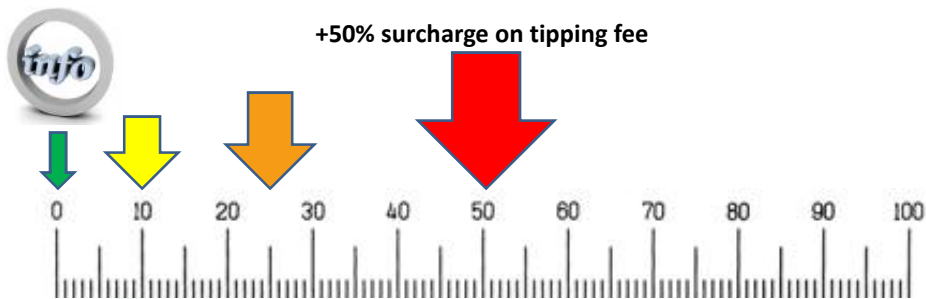
Varying Limits

- How much organics should be allowed?
- How should that change with time?



Varying Surcharges

- How much of a surcharge on the tipping fee should be assessed on a non-compliant load?
- How should that change with time?



Varying Materials

- Food Scraps
- Food-Soiled Papers
- Packaged Foods

The diagram illustrates three categories of waste materials. 'Food Scraps' is represented by a plate of food including a fish head, vegetables, and a piece of cheese. 'Food-Soiled Papers' is represented by a cardboard pizza box and a white plate with food residue. 'Packaged Foods' is represented by a box of Fruit Crisps and a can of Baked Beans.

Four Options

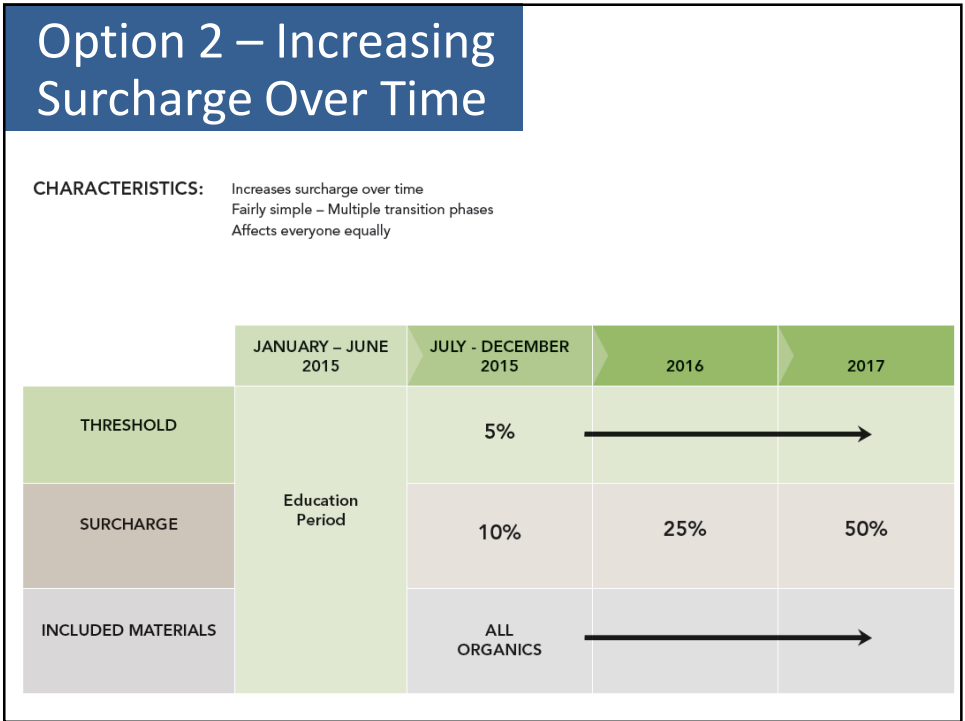
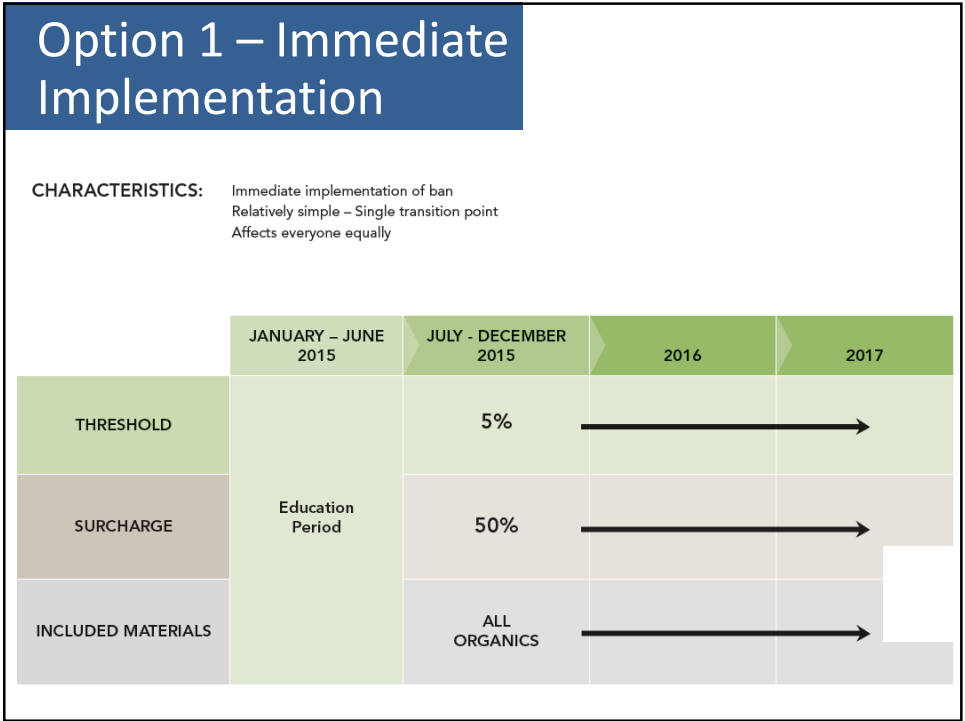
Option #1 – Immediate implementation

Option #2 – Increasing surcharge over time

Option #3 – Declining threshold over time

Option #4 – Gradual introduction of threshold, surcharges and materials

The slide lists four options for implementation: Option #1 is immediate implementation; Option #2 is increasing surcharge over time; Option #3 is declining threshold over time; and Option #4 is gradual introduction of threshold, surcharges and materials.



Option 3 – Declining Threshold Over Time

CHARACTERISTICS: Decreases load threshold of organics over time
 Fairly simple – Multiple transition phases
 Affects higher volume producers first

	JANUARY – JUNE 2015	JULY - DECEMBER 2015	2016	2017
THRESHOLD		50%	25%	5%
SURCHARGE	Education Period	50%	→	
INCLUDED MATERIALS		ALL ORGANICS	→	

Option 4 – Gradual Threshold, Surcharges & Materials

CHARACTERISTICS: Gradual implementation of load threshold of organics, surcharge, & included materials
 Complicated – Multiple transition phases
 Affects everyone equally

	JANUARY – JUNE 2015	JULY - DECEMBER 2015	2016	2017
THRESHOLD		50%	25%	5%
SURCHARGE	Education Period	EDUCATION	25%	50%
INCLUDED MATERIALS		FOOD WASTE	FOOD WASTE FOOD SOILED PAPER	ALL ORGANICS

Transition Support

- Industry working groups
- Explore addition of organics drop-off at Regional Facilities
- Customer education flyer
- Tool Kits and best practice guides
- Standard signage / stickers
- Public education campaigns





THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

REPORT

Information Report to Council

Presented: April 15th to May 6th, 2014

From: Mayor Brenda Broughton

Subject: Council Portfolio Update

Portfolio	Parties Involved	Date	Update
Grants: Community Infrastructure Improvement Fund ~ <i>Project to be completed by March 31st, 2014 for this Funding to be received</i>	Mayor Broughton, John Weston, MP	March 18 th , 20 th , 22 nd , 2014	Discussion to try to advance the discussions with WD regarding the WD CIIF Funding.
	Mayor Broughton, Naina Sloan, Director General, Operations, Western Economic Diversification – WD, and Kandice Morrison, WD	March 18 th , 2014	Discussion to try to advance the WD and received notice that in addition to the change from 27% to 50% of spending prior to March 31 st , 2014, an extension for project completion for the project scope items invoiced on or prior to March 31 st , 2014, to August 1 st , 2014.
	Mayor Broughton and Josh Hemond	March 18 th , 19 th and 20 th	To review a letter sent to Minister Rempel, Minister of State Responsible for Western Economic Diversification, to request an extension to July 31 st , 2014 for the funding and the project completion.
	Mayor Broughton and Josh Hemond, Communications Adviser to John Weston, MP	February 24 th , 2014	To provide information regarding an extension for the WED \$250,000 funding
	Mayor Broughton and John Weston, MP	February 21 st , 2014	To discuss an extension for the WED \$250,000 funding
	Mayor Broughton, Grant McRadu,	February 19 th , 2014	To discuss an extension for the WED \$250,000 funding



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

	<p>Interim CAO and Bernadette Lee, Wester Economic Development</p> <p>Mayor Broughton spoke with John Weston, MP</p> <p>Mayor Broughton and John Weston, MP</p> <p>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 !</p>	<p>November 20th, 2013</p> <p>May 1st, 2013</p> <p>April 4th, 2013</p>	<p>To discuss an extension for the WED \$250,000 funding to line up with the BC Community Recreation Grant.</p> <p>John Weston, MP, update re Community Centre Renewal</p> <p>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.</p> <p>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.</p>
<p>Small Community Recreation Grant ~ <i>Project to be completed by March 31st, 2015</i></p>	<p>Mayor Broughton and Liam Edwards, Director, Ministry Community & Sport</p> <p>Mayor Broughton, Grant McRadu, Interim CAO and Liam Edwards, Director Infrastructure Operations, Ministry Community, Sport and Cultural Development</p> <p>Joan McIntyre, MLA, Mayor, Council, Community Leaders, Volunteers and Staff.</p>	<p>March 24th, 2014</p> <p>March 12th, 2014</p> <p>March 30th, 2012</p>	<p>Discuss funding</p> <p>Confirmation of the change in the Community Centre Renovation Scope of Work under the Small Community Recreation Grant.</p> <p>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.</p>
<p>Community Centre Renewal ~ CCR</p>	<p>Mayor Broughton, Grant McRadu, Interim CAO</p> <p>Mayor Broughton, Grant McRadu,</p>	<p>January 9th, 2014</p> <p>October 31st, 2013</p>	<p>Discuss next Steps</p> <p>Discuss possible next steps</p>



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

	Interim CAO, Gerald Longson, Construction Mgr Consultant and Russ Meiklejohn, Architect		
Land Master Planning	Rob Barrs & Associates Consultants, Lions Bay Council, Interim CAO and Municipal Coordinator.	February 26 th , 2014	Workshop #2: Invited community members, Council and Senior Staff were provided with the input to date; identification of opportunity 'sites and types'; discussion of policy, zoning and design directions and report back.
	Rob Barrs & Associates Consultants, Lions Bay Council, Interim CAO and Municipal Coordinator.	February 6 th , 2014	Workshop #1: An estimated 80 to 90 participants at Land Use Master Planning Workshop #1
	Mayor, Grant McRadu, Interim CAO, and Joaquin Karakas, Rob Barrs & Associates	January 30 th , 2014	Land Use Master Planning meeting
	Mayor, Grant McRadu, Interim CAO, Rob Barrs and Joaquin Karakas, Rob Barrs & Associates	January 7 th , 2014	Conference Call. Preliminary meeting to assist with materials that are required by the consultants.
	Mayor and Council, Rob Barrs & Associates Rob and Joaquin, and Grant McRadu, Interim CAO	December 5 th , 2013	Initial meeting. A Community Workshop is planned for February, 2014. No date has been set as yet.
	Mayor Broughton, Interim CAO Grant McRadu Mayor Broughton, Councillor Joanne Ronsley, and Secretary Treasurer Zaba	December 2 nd , 2013 October 10 th , 2013	Discussion of Brunswick Pit lands, what portion remains gravel, what portion, if any, has gone over to the Crown. Land Tour and Review
Metro Board Meeting	Board Directors	May 2nd, 2014	Board Meeting. Howe Sound 'Revised Principles For Cooperation' before the Board for acceptance.
		May 1 st , 2014	Public Hearing for Delta landre Regional Growth Strategy
Translink Mayor's Council	Metro Mayor's	April 29 th , 2014 February 20 th , 2014 February 14 th , 2014	Further discussion of next steps with the Province of BC Bill 22 proposed Legislation. The Chair will meet with the Minister regarding responsibilities.
2014 Budget	Mayor Broughton, Councillor Ron McLaughlin, Grant McRadu, Interim CAO, Hari Suvarna, CFO, Interim Public Works	January 30 th , 2014	Meeting to review the 2014 Budget and Five Year Plan



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

	Manager Will Emo & Hayley Cook, Acctg		
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.	February, 2014 October 28 th , 2013	Confirmed in Province of BC Budget 2015 to 2017 with 50% increase. 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 th , 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.
MLA meeting	Mayor Broughton and MLA Jordan Sturdy	February 14 th , 2014	Discussion of Sea to Sky Communities
BC Rail	Mayor Broughton, Grant McRadu, Interim CAO, Michael Braun, BC Rail and Gordon Westlake, BC Rail	March 4 th , 2014	Discussion further to a 2002 negotiation between BC Rail and the Village of Lions Bay.
Sea to Sky Corridor Safety Follow up	Mayor Broughton, and Tom Cloutier, Operations Manager, Miller Capilano	April 2 nd , 2014	Discussion of solutions in the Logger's Creek area on the Sea to Sky Corridor. Large chevron arrow signage has been installed and added a Sunburst Sign north and south bound. Driver education and enforcement appear to be significant. Aerial enforcement ¼ km markers are being installed along the S2S to enable speeding tickets to be processed using helicopter surveillance.
LNG Proposal Panel at Quest University ~ Squamish	Mayor Broughton, Lions Bay residents Squamish Mayor Kirkham, Councillor Susan Chappelle, Squamish and about 400 attendees.	April 8 th , 2014	Three scientific presenters: Presented that LNG will have leakage at the Woodfibre site; that this is an old-style energy source and BC will be left with an enormous cost to close down the Shale Gas Mines; the world competition will drive down the cost and make BC not competitive. Recent explosion in Washington State, Safety issues identified by audience participants. Area referred to as the 'Outdoor Capital of Canada' and this does not fit. The 'moon scape' that this kind of development creates were all points made.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Brunswick North Park	Mayor Broughton and Councillor Joanne Ronsley	April 11 th , 2014	Walk to familiarize Council with the Brunswick North Village Parkland.
Council of Council Meeting	Metro Vancouver Elected Officials	April 12 th , 2014	Translink, and other Topics
Howe Sound Aquatic Forum	Mayor Broughton attended along with NGO's, elected officials, Government and interested parties	April 12 th , 2014	Presentation, including discussion of the 'Cumulative Effects Assessment Framework – CEA', a Provincial tool, for use in land and marine planning for Howe Sound, as the Howe Sound Community Forum moves forward ~ held at Furry Creek. Stephen Foster, David Suzuki Society was one of the organizers
VOLB Finance Committee	Mayor Broughton, Councillor Ron McLaughlin, Chair Finance Committee and Resident Committee Members, Kim Mailey, Pat Smith and Lizanne Mailhot, along with Grant McRadu, Interim CAO	April 14 th , 2014	Discussion and confirmation of Five Year Plan 2014 to 2018
Lions Bay Arts Recital	Mayor Broughton	April 22 nd , 2014	The Children of Lions Bay performed Dance, Singing and Piano, Violin, Guitar and other Musical Instruments.
BC Mayor's Caucus	Mayor Broughton along with Mayor's from all regions of the Province of BC	April 23 rd to April 25 th , 2014	Met in Cranbrook and in Kimberley to discuss the Build Canada Grant, sustainable funding such as the Small Communities Grant and the Auditor General Municipal process. The UBCM President attended on April 24 th all day with a discussion of the concern all brought regarding the wording in the New Building Canada Grant. Also, discussed was the Green Municipal Funds. The final decision has not yet been made regarding the Metro Region, as we do not have access to these funds as 100% of the Metro Regions funds go to Translink.
Howe Sound Community Forum	Mayor Broughton	May 2 nd , 2014	Held in West Vancouver. Focus to review the Howe Sound Planning process, vision and values.
Karl Buhr, Volunteer Lions Bay School Field Volunteer Improvement Project	Mayor Broughton	Mid to End April, 2014	Contacted Larry Paradis, Miller Capilano and achieved a donation of about 4 yds of the requested grade of pea gravel for the field during baseball season; as well as contacted Ernst Boeder, Ministry of Transportation and confirmed donation of the out of date cement no-posts to be used to shore up the west side of the School field.

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

REPORT**Information Report to Council**Presented: April 1st, 2014 to April 30th, 2014

From: Councillor Ando

Subject: Council Portfolio Update

Portfolio	Parties Involved	Date	Update
Parking	- Council & Public	April 15th	- Village announces hiring of Brent Loewen as Bylaw Enforcement Officer
Community Centre Renewal	- Council - Council	April 1 st April 15 th	- WD Funding extension -
Infrastructure Committee	- Infrastructure Committee - Infrastructure Committee - Infrastructure Committee, except CAO	January 30 th February 13 th March 31 st	- Meeting see Minutes - Meeting see Minutes - Meeting
Lions Bay School	- Parents of L B School - L B School Administrators	April 25 th April 30 th	- I attended the Lions Bay PAC meeting. This year, the School had an enrolment of 41 kids that were divided into three divisions. The School Administration advised that the anticipated enrolment for 2014 – 15 is 40 students. The WVSD #45 is considering cutting back to two divisions. With the current demographics of the kids, this would mean 22 kids in Kindergarten / Grade 1 and 18 kids in Grade 2 / 3. The WVSD has a policy of a maximum of 22 kids in a Kindergarten class. If the enrolment remains as predicted, new Kindergarten or Grade 1 students would have to enrol at Gleneagles Elementary School. - Principal Wallace confirmed that WVSD #45 has cut back to two divisions.

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Village of Lions Bay

REPORT Information Report to Council

Presented: May 6, 2014

From: Councillor Joanne Ronsley

Portfolio	Parties Involved	Date	Update
Welcome Package	Office Staff	April 3 March Feb 2014	One new resident No new residents recorded One new resident (KG) Work to resume Jan 2014 with newly appointed Office Staff . No new residents recorded since Nov 2013.
SSISC (Sea to Sky Invasive Species Council Board	SSISC Board, Advisors SSISC Board & Advisors	April 2 Feb 17 10 AM	Invasive Species Forum & Annual General Meeting ; Whistler Public Library 2-5 PM . Main Plants in Squamish area (directly relevant to LB) Japanese Knotweed , Giant Hogwood, Orange Hawkweed, Blueweed & Scotch Broom are being treated by early removal. Coleen Hougan ighlighted importance of boat cleaning before entering another water avoid the spread of aquatic invasive species. I was elected to the Board of the Sea to Sky Invasive Species Council, commencing April 2, 2014. Attended the Board & Advisors telephone Conference call Meeting. Discussions included increased demands from municipalities for on site assistance to remove invasives and more educational activities. Both are strains on the SSISC budget. Need for IPADS for field work. GPS is a better choice to consider as they consume less energy and function longer during field activities. Funding opportunities and Grant possibilities discussed. April AGM will take place in Whistler. Chair Paul Beswetherick & Executive Director Claire O'Brien will poll Board & Advisors to choose the date and venue.
Library	Chair Annmarie Gates, Janet Cozens, LB Admin Mandy Koonts Chair Annmarie Gates, Library Volunteers	April 17 Feb-March-April 2014	Plans confirmed: Library continues to share kitchen with Historical Society. Library to have new repainted plaster board walls. Cupboards removed. Bath room to remain as is. Request: small bar sink in kitchen. Main area to be repainted. Present shelves painted to be reused. Volunteers to pack up books with Office covering cost of packing materials. Boxes to be moved to safe dry storage area away from dampness, mold & critters. Library furniture, shelves, computer, etc, to be stored in Works . Moving boxes due to arrive in about a week & then the pack-up begins. Office staff may be able to assist volunteers. Moving day target, mid-May Awaiting the new roof installation . Article , <i>Lions Bay Community News</i> Spring edition keeping residents in touch and that the Library will reopen. Volunteers regularly check to ensure safety of books. CAO McRadu continuing to oversee roof tarp security against winter storms & rain.
Community Garden	Tina Schneider & Committee	April-May Oct	Water is now turned on. Some plots already planted. \$25 fee being collected. One plot now vacant & available. Contact Tina to reserve it. Readying plots for planting. \$25.00 annual fee now being collected. Waiting list for any vacant plots. Mostly closed down for the winter. A new compost container, yet to be installed, has been purchased for weed composting. Some garden structures and crops tampered with during the season likely to be the activities of

Portfolio	Parties Involved	Date	Update
			unattended children.
LMTAC Board Meeting	Follow –up Board Meeting	April 2 10-12 AM May 1, 2012	Decisions: LMTAC dissolved. All records & files to be transferred to the GVRD (Metro Vancouver), Financial assets to be returned to the three funding partners: GVRD, SCRDR, & SLRD on the same pro rata basis used to requisition funds. LMTAC to send letter of endorsement to UBCM & The Province of BC requesting it consider the establishment of a Sunshine Coast-Howe Sound Treaty Advisory Committee to recognize the respective local governments with respect to treaty negotiations & aboriginal relations affairs. To be voted on May 12 LMLGA Conference, Whistler: UBCM Resolution that the government of BC establish a Sunshine Coast-Howe Sound Treaty Advisory Committee which recognizes the respective local governments and respect treaty negotiations & aboriginal relations affairs. Resolution Carried
TransLink	Mayor’s Council Sub-Committee BC Govt elected officials MLAs, Municipal Mayors and Councillors, Administrators, Business, Academics, business executives and others	March 6 Oct 31	Investment Planning presented by all Metro Municipalities which were grouped into 6 regions. North Shore included Bowen Island, Lions Bay, City & District of North Vancouver & West Vancouver. Need for a different approach: focusing on a more efficient investment approach than other municipalities: Translink not meeting transportation efficiency and safety planning. Communities focusing on walking and cycling. Transit has disappointed & not delivered. Need to focus on buses, not vehicles. Need for another Sea Bus from the North Shore. When ridership is measured, Translink inadequacies can be the cause of pushback. Conference: Moving the Future : Vancouver Convention Centre; Presentations included international Urban success examples (Bogota Columbia, New York City, Korea, etc where alternative modes of transportation significantly decreased use of motor vehicles: spill off: diminished diseases & medical costs, improved air quality, reduced family debts, etc. Translink’s activities called into question: focus on design of bus stops , lack of planning for long range demographics & unified regional approach. Federal Government must take the lead & legislate partnership and more.
Staff Council Liaison		Feb-March-April	On going Informal meetings with all Office Staff and some members of Works Dept.
Waste Collection	Mayor Broughton, Councillor Ronsley, Bear Smart Chair Norma Rodgers, Acct.Clerk Hayley Cook,	March Feb 2014 Dec-Jan	Garbage Dumpster Removed Following continued misuse and many warnings to the LB Community, and with Fire Chief Oliver consultation, and LB Office Staff, Council voted to remove the dumpster beside the Fire Hall. Community to receive suggestions for garbage storage & “good neighbour” support. We will meet to determine best options for LB ’s new 3 year Garbage/Waste Contract (2014-2017). Dumpster required extra emptying. Holidays caused additional garbage removal by Smithrite. Kudos to Office Staff for effective, prompt action taken. Reminder to be sent to residents on the purpose of the Dumpster and suggestions to avoid inappropriate usage in future.
Parking		Various times and dates	Regular visits to KG, LB Ave. BB, etc. to monitor parking.
Bear Smart	Birgitta Von Krosigk, Norma Rodgers, Office Admin Mandy Knoots, Acting CEO Grant McRadu North Shore Black Bear Network Bear Smart Committee: Chair Norma Rodgers, Birgitta Von Krosigk, Ruth Simons North Shore Black Bear Network NSBBN Bear Smart Committee	April 22 April 16 April 8 March 19	Planning in full swing as co-ordinated with Office Staff and Works. Kudos to Norma Rodgers, Birgitta Von Krosigk, Acting CEO Grant McRadu & Office Coordinator Mandy Koonts for their total co-operation resulting in immediate planning accomplishments. Delegation: Bear Smart Funding for 2014. Funding Application to be submitted. Continued recognition of Lions Bay, a BC Bear Smart Community, supporting Bear Smart principles. Plans to educate Staff & Works set into motion. Sessions to be arranged and to begin soon. Discussions centered on mitigating urban bear encounters. Author Sylvia Dolson Exec Director “Get Bear Smart Society”, Whistler, shared her experiences. Minutes to be submitted. Bear season has begun. Need to educate and remind everyone. Identified steps.. Birgitta to

Portfolio	Parties Involved	Date	Update
	Norma Rodgers North Shore Councillors, Office Staff & Reps: RCMP, BC	Jan & Feb Jan 2014 Nov 20	present to April 8 Council meeting . Arrangements for annual Lions Bay School presentation . Minutes to follow. Discussion focus, effectiveness of new bear laws in municipalities and their effectiveness. Community strategic plans discussed. Next meeting April 16 Meetings postponed Jan. Lions Bay Bear Smart meeting postponed. Meeting reviewed NSBBN Strategic Plan as accepted May 20, 2009. Report to be submitted. Next meeting Jan.15 Discussions: Updates on BS Administration, BS Education Program, Village website and outreach for new members. Minutes to be submitted.
Native Garden	Mary Comber Miles, Louis Peterson, Volunteers Louis Peterson, Acting CEO Mandy Koonts Mary Comber-Miles CAO Grant McRadu, Building Inspector Dave Butler, Rob Simons CAO McRadu, Building Inspector Butler, Rob Simons	May 17 9:30AM- 12:30 March-April Feb 2014 Jan 2014	Native Plant Sale fund raiser to realize funds for garden supplies and plants. Water line preparation needed now in anticipation of the annual dry summer season. Assisted with information required for Grant Application, deadline April 7. Shed completed and installed. Plans and site within the Native Garden approved for construction of shed, designed by Rob Simons who will oversee the construction. Work to take about 2 days. Materials already set aside. Construction is imminent. Plans for installation of an on-site shed to store garden tools.
Suites By-Law Review	CEO Grant McRadu CEO McRadu: Select Committee: Building Inspector Dave Butler, Accounting Clerk Hayley Cook, Carole Bajus, , Anmarie Gates, Philip Marsh, Colin Watson	May 6 April 15 March 11 Feb 24 2014 Dec-Jan Dec 3 Oct 21 Sept 11 June 28 May 25	Suites Committee Recommendations Presentation to Council Targeted date to present recommendations to Council Final Committee Meeting. Committee unanimously approved recommendations to Council, to be presented April 15. Final Public Meeting Feb 24 5-6:30 PM (<i>postponed</i>)Council Chambers with submission to Council expected March 4 Committee continuing to research options possible. Committee Members will present Resolution on recommendations to Council Final Committee meeting. General review. Presentation to Council, COTW Meeting Nov. 16 Minutes on Table Discussions focused on Council's need to evenly enforce existing by-law, use of enforcement rules, updating fee schedule, 2.1 ,Section 2 :Interpretation of Cooking Facilities- needed wording changes. Minutes to be submitted Analysis & discussion continued. Minutes submitted. We agreed to meet next following a summer break.

OTHER ACTIVITIES:

April 29 ESS ; Formal Training for AED 7-9 PM

April 22 Meeting with acting CAO Grant McRadu to review & plan Suite and Filming Committees next meetings.

April 17 40 Islevue Pl. Follow-up visit, regarding delegation to Council Meeting ; Removal of trees adjacent to their property.

April 16 Public Meeting Proposed budget 5 Year Capital & Operating Plan 2014-2018

- April 11 Brunswick North Village Parkland: Walked with Mayor Broughton to familiarize myself in preparation to report observations back to Public Council Meeting April 15.
- April 12 Council of Councils: Oral Report to be presented at April 15 Council Meeting. Alerted members that Howe Sound needs to be included as expanded sites are researched for consideration, to dump waste. Sites presently being considered: Pt. Moon on the Sunshine Coast, Delta, Nanaimo. This needs to be brought to Metro Vancouver Board.
- April 6-12 Volunteer Week.
- March 11 Kay Meek: I attended the reception to welcome new Executive Director Jeanne LeSage. Plans are in place for her to visit to Lions Bay.
- March 13 Childcare Meeting Lions Bay School Councillors Bain, McLaughlin and I attended a meeting at LB School with Scott Wallace, Principal, Amber Pascal Head Teacher, Northshore Neighbourhood House Directors Lisa & Trudy, PAC Pres. Kim Thompson, LB Playschool moms Jeannie Cipolla, Jurgen Franke & Meighan Jury. Their mandate is to hire an administrator for District 5 with a cost recovery program, for Sept 2014. Suggested presenting scope to Council with their business plan.
- March 25 LB ESS Meeting Reviewed what we do if we get a call out. Grab & Go Bags discussed and updated. Reviewed and practised radio usage procedures.
- Feb 13 Attended InfraStructure Volunteer Public Committee Meeting. Discussion: Capital Projects being considered.
- Feb 25 ESS 7-9 PM Klatt Building: Regular Monthly Meeting. Reviewed call out procedures & form filling out as required for emergency activities during the first 72 hours of support. rreses, emergency management, and required forms to filling out as required for
- Feb 26 Workshop # 2 Public Meeting: Council, invited Community Members, Interested Residents, Senior Staff, brought up to date. Land use for Develop & Design identified, with policy, zoning & design considerations.
Next step: results from meetings to be referred back to Council.
- March 3 2014 7-9 PM Council Chambers **Filming Policy Review Select Public Committee Meeting:** Council Approved March 19, 2013: See Terms of Reference & Agenda
- Jan 30 Infrastructure Committee Meeting: Council Chambers
- Feb 6 Workshop # 1 Land Master Planning Public Meeting : Lions Bay School: Rob Barrs & Associates Kick-Off Meeting
- Feb. 13 Infrastructure Committee Meeting : Council Chambers



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

SECONDARY SUITES COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MARCH 11, 2014 at 4:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

Committee: Councillor Ronsley
Carol Bajus
Annemarie Gates
Philip Marsh
Colin Watson

Staff: Dave Butler, Building Inspector
Hayley Cook, Accounting Clerk
Grant McRadu, Interim CAO
Mandy Koonts, Recording Clerk

1. Welcome & Call to Order:

Councillor Ronsley called the meeting to order at 4:05 p.m. and welcomed the members of the public.

2. Approval of Draft Minutes - October 21, 2013

Moved: Carol Bajus
Seconded: Annemarie Gates

- Business Arising:

Councillor Ronsley gave a brief overview of the committee work achieved to date. Recommendations from the last meeting are noted in red in the minutes.

Councillor Ronsley discussed research which has been done since the last committee meeting including liaising with neighbouring municipalities as well as municipalities of similar size and structure. There has also been significant review of those municipalities' policies and bylaws related to secondary suites in an effort to glean perspective on moving this process forward for Lions Bay.

3. New Business

- Staff Report: Dave Butler, Building Inspector

Mr. Butler reported on the processes of other municipalities and advised that it would likely be a combination of recommendations required to move forward a best practices framework for Lions Bay. Mr. Butler discussed recommendations noted in his report stressing that the key issue moving forward should be safety.

There was group discussion with respect to "grandfathering" of existing suites, parking issues, minimum safety requirements and refining of the

policy and bylaw language for clarity.

The committee agreed on the recommendations in Mr. Butler’s report as well as recommendations made in previous meetings and will put the following recommendations forward to council at the May 6, 2014 Regular Council Meeting:

1. That the requirement of a dedicated parking stall for existing secondary suites be stricken from the bylaw under the rationale that
 - a) Parking issues and enforcement are adequately addressed in the parking bylaw; and,
 - b) Dedicated parking stalls will continue to be a requirement for new suites constructed in the Village.
2. That existing suites will require updating to the following minimum safety requirements in order to be deemed a “legal suite” by the Village:
 - Interconnected smoke alarms with CO₂ detector
 - Fire rated doors separating the secondary suite from the main residence
 - Minimum rating requirements for ceiling (fire barrier)
 - Mandatory bedroom exit route(s) to meet BC Building Code regulation
3. That all new secondary suites constructed in the Village must be built in accordance with the BC Building Code and must adhere fully to Village policies and bylaws.
4. That the decommissioning of secondary suites upon the sale of the home will no longer be required if the secondary suite has been updated to the minimum safety requirements and therefore deemed by the Village to be a “legal suite”.

The Committee further recommended that Mr. Butler research and draft a clear process for staff and Council to follow with respect to non-compliance and associated penalties.

4. Committee Next Steps:

Task: Staff to make the recommended changes to the policy and bylaw documents and circulate the documents to committee members for review before submission to Council at the May 6, 2014 Regular Council Meeting.
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5. Next Meeting Date:

The Committee agreed that it would be prudent for the bylaw, policy and process to be reviewed again in 18-24 months’ time.

Minutes – Secondary Suites Committee Meeting – March 11, 2014

Village of Lions Bay

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6. Public Questions:

Jurgen Odefey

Mr. Odefey is currently planning to build a secondary suite in his home. He requested clarification on the parking aspect of the proposed changes; being required to establish a parking stall for his suite under the current bylaw will cost \$30,000 because of the steep grade of his land. Mr. Odefey further commented on a location across the street from his residence he would like to use for this purpose and indicated he would be willing to pay an annual fee to the Village to use the proposed space. The Committee advised that the current bylaw would dictate the requirements, in this case the bylaw changes have not yet been approved and so the requirement to provide a parking space for the suite is still in place. It was suggested that Mr. Odefey could request special permission from Council if he had the support of his neighbours to use the proposed space. Mr. Butler will liaise with Mr. Odefey to discuss this issue further.

Louis Peterson

Mr. Peterson expressed the following concerns:

- That more than one family in a home no longer constitutes a single family dwelling
- That a fair criteria which suits all residents of the Village is simply not possible
- That the list of known suites is small compared to the number of actual suites and that there is no guarantee bylaw and/or policy changes would see an increase in reporting of secondary suites
- That there will be a tendency for larger homes to be built in the Village moving forward
- That secondary suites in the Village have not met the intended purpose and that the Village is not a desirable rental suite location simply based on geography.

7. Adjournment:

Councillor Ronsley thanked the committee for its hard work and commitment in seeing this issue through. The meeting was concluded at 5:07 p.m.

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To: Mayor and Council
CC: Mandy Koonts
From: Tony Cox
Sent: May 2nd 2014-05-02
Subject: Tree Application #46 Doreen Gregson

Application Approved.

The Tree Committee met today comprised of Ron McLaughlin, Harold Gienger and Tony Cox.

Jim Cannell who is aware of this property was also in agreement.

The Ministry of Highways have agreed with work being done near the creek and the remaining portion on Village property now completes this approval.

All debris from this work must be cleaned up in the usual way upon completion of this project.

Tony Cox

Chair. Tree Committee

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Council Report		
Title	Resolution for Special Council Meeting on May 13, 2014		
Author	M. Koonts	Reviewed By:	G. McRadu
Date	April 22, 2014	Version	
Issued for	May 6, 2014 Regular Council Meeting		

Resolution:

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.

Rationale:

In order for the Five Year Financial Plan Bylaw and the Tax Rates Bylaw to be adopted under the legislated deadline of May 14th, 2014, staff is recommending a Special Council Meeting at 3 p.m. on Tuesday, May 13, 2014 for final adoption of both bylaws.

For Council's consideration.

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Council Report		
Title	Resolution to Cancel Scheduled Council Meetings		
Author	M. Koonts	Reviewed By:	G. McRadu
Date	April 22, 2014	Version	
Issued for	May 6, 2014 Regular Council Meeting		

Resolution:

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

Rationale:

The Community Centre Renovation project will require the temporary relocation of staff for the project duration. Council Chambers will be unavailable as meeting space for the duration of the project and most meetings will be moved to the gymnasium of Lions Bay School, which results in an added expense to the Village.

With most legislated deadline requirements falling in May, staff anticipate very little time-sensitive business during the months of June and July. In an effort to reduce administrative costs, we are therefore recommending Council meetings for these two months be reduced to one per month. It is important to note that a Special Meeting of Council can be called at any time, should there be a need.

For Council's consideration.

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Council Report		
Title	Resolution to Relocate Council Meetings		
Author	M. Koonts	Reviewed By:	G. McRadu
Date	April 28, 2014	Version	
Issued for	May 6, 2014 Regular Council Meeting		

Resolution:

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.

Rationale:

Council Chambers will be unavailable for using for the duration of the Community Centre Renovation Project. Staff is recommending Council meetings be relocated to the gymnasium of Lions Bay School for the duration of the project. Tentative bookings have been made with the school for currently scheduled meetings.

Pursuant to Section 5(1) of Council Procedures Bylaw #453, Council must resolve to authorize the change in Council meeting venue.

For Council's consideration.

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Tax Rates 2014 Bylaw

Bylaw No. 472

Adopted _____

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

BYLAW NO. 472, 2014

TAX RATES

**Being a bylaw for the levying of rates for
Municipal and Regional District purposes for the year 2014.**

The Council of the Village of Lions Bay in open meeting assembled, enacts as follows:

1. The following rates are hereby imposed and levied for the year 2014 on the taxable land and improvements as set out in the assessment roll:
 - a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "A" of the Schedule attached hereto and forming a part hereof.
 - b) For all lawful fire operational purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "B" of the Schedule attached hereto and forming a part hereof.
 - c) For purposes of the Greater Vancouver Regional District on the assessed value of land and improvements taxable for regional hospital district purposes, rates appearing in Column "C" of the Schedule attached hereto and forming a part hereof.
2. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
3. This Bylaw may be cited as "Tax Rates Bylaw No.472, 2014".

READ A FIRST TIME

April 15, 2014

READ A SECOND TIME

April 15, 2014

READ A THIRD TIME

ADOPTED

Mayor

**Certified a true copy of
Bylaw No. 472, 2014 as adopted.**

Corporate Officer

Corporate Officer

SCHEDULE**Forming part of Bylaw No. 472, 2014****TAX RATES****(dollars of tax per \$1,000.00 taxable value)**

Property Class	A General Municipal	B Fire Protection	C Greater Vancouver Regional District
1. Residential	1.6483	0.3562	0.0672
2. Utilities	30.7639	6.6517	0.2010
3. Supportive Housing	1.6483	0.3562	0.0672
4. Major Industry	3.7098	0.8019	0.1514
5. Light Industry	3.7098	0.8019	0.1514
6. Business and Other	3.7098	0.8019	0.1514
7. Managed Forest Land	3.7098	0.8019	0.1514
8. Recreation Property / Non-Profit Organization	6.0291	1.3014	0.0692
9. Farm	6.0291	1.3014	0.0692

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



2014-2018 Five Year Financial Plan Bylaw

Bylaw No. 473

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

BYLAW NO. 473

2014 – 2018 FIVE YEAR FINANCIAL PLAN

**A bylaw to approve the Five Year Financial Plan
for the years 2014 – 2018 inclusive**

WHEREAS pursuant to the provisions of Section 165 (1) of the *Community Charter*, the Municipal Council caused to be prepared a Five Year Financial Plan for the period 2014 to 2018 inclusive

NOW THEREFORE, the Municipal Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. The Council does hereby adopt the Five Year Financial Plan for the years 2014 to 2018 inclusive, for each year of the plan, as set out in the Consolidated Financial Plan "Schedules A through C" attached to this bylaw and forming a part thereof as follows.
2. "Schedule D" to this bylaw sets out the revenue and taxation policies which form the basis for Revenue generation within the five year plan and forming a part thereof as follows.
3. This bylaw may be cited for all purposes as the "**2014 – 2018 Five Year Financial Plan Bylaw No. 473, 2014**".

READ A FIRST TIME April 15, 2014

READ A SECOND TIME April 15, 2014

READ A THIRD TIME

ADOPTED

Mayor

Corporate Officer

**Certified a true copy of
Bylaw No. 473, 2013 as adopted.**

Corporate Officer

Schedule A

Consolidated Financial Plan 2014 - 2018

	2014	2015	2016	2017	2018
Revenues					
Revenues					
Fees, Licenses, Permits and Fines	103,115	105,309	105,827	106,654	107,342
Government Transfers Capital	489,000				
Small Community Grant	196,742	298,000	298,000	298,000	298,000
Other grants	26,350	11,350	11,350	11,350	11,350
Other	18,000	15,400	15,400	15,400	15,400
Taxation	1,400,155	1,468,691	1,541,428	1,618,678	1,700,783
Utility Fees and Rates	591,576	656,633	705,656	759,228	817,798
Transfer from Reserves	155,000	-	-	-	-
Grand Total	2,979,938	2,555,383	2,677,661	2,809,311	2,950,673
Expenditures					
Amortization	467,117	474,117	481,117	488,117	495,117
General Government	667,118	568,976	577,924	586,664	595,524
Protection Services	246,117	249,292	252,518	255,796	259,125
Public Works	362,147	378,012	383,913	389,919	407,284
Planning and Development	59,986	20,318	20,655	20,999	21,348
Parks, Recreation and Facilities	149,350	151,693	154,046	156,430	158,860
Solid Waste	187,205	211,713	211,720	211,728	211,736
Sewer Fund	62,585	63,541	64,506	65,490	66,492
Water Fund	469,045	476,262	483,505	490,794	498,407
Interest Payments	92,679	91,438	90,150	88,825	76,369
Grand Total	2,763,348	2,685,362	2,720,055	2,754,762	2,790,262
Surplus/(Deficit)	216,590	(129,979)	(42,395)	54,548	160,411
Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on tangible capital assets	467,117	474,117	481,117	488,117	495,117
Cash surplus	683,707	344,138	438,722	542,665	655,528
Cash items NOT included in Annual Surplus (Deficit)					
Repayment of Debt Principal	(92,618)	(93,584)	(94,580)	(95,155)	(75,997)
Capital Expenditures	(1,505,800)	(228,000)	(72,500)	(57,500)	(37,500)
Transfer to Restricted Reserves	(180,000)	(313,000)	(406,000)	(488,000)	(495,000)
Transfer from Restricted Reserves	180,000	228,000	72,500	57,500	37,500
Transfer from unrestricted reserve	914,711	62,446	61,858	40,490	(84,531)
Financial Plan Balance	-	-	-	-	-

General Fund Financial Plan 2014 - 2018

	2014	2015	2016	2017	2,018
Revenues					
Fees, Licenses, Permits and Fines	103,115	105,309	105,827	106,654	107,342
Government Transfers Capital	489,000				
Small Community Grant	196,742	298,000	298,000	298,000	298,000
Other grants	26,350	11,350	11,350	11,350	11,350
Other	12,000	9,400	9,400	9,400	9,400
Taxation	1,146,068	1,190,298	1,236,297	1,284,136	1,333,889
Utility Fees and Rates	186,005	210,505	214,915	219,413	224,002
Transfer from Reserves	140,000				
Grand Total	2,299,280	1,824,861	1,875,789	1,928,954	1,983,982
Expenditures					
Amortization	301,623	301,623	301,623	301,623	301,623
Communications	102,755	104,296	105,861	107,449	109,060
Debt Interest Payments	16,885	15,925	14,925	13,895	12,995
Fiscal Charges	1,550	1,573	1,597	1,621	1,645
Grants	20,226	20,226	20,226	20,226	20,226
Insurance	52,600	52,789	52,981	53,176	53,373
Internal Allocations	(49,000)	(49,000)	(49,000)	(49,000)	(49,000)
Maintenance	158,490	170,867	173,280	175,730	178,216
Materials, supplies, and equipment	85,900	87,184	88,487	89,810	91,153
Professional Fees / Contract Services	438,261	323,907	325,069	326,249	327,447
Salaries and benefits	765,485	778,166	790,918	803,532	816,353
Sundry	16,650	9,746	9,843	9,942	10,043
Training / Professional Development	67,705	68,721	69,751	70,798	71,860
Utilities	11,300	11,530	11,764	12,003	12,248
Grand Total	1,990,431	1,897,552	1,917,325	1,937,054	1,957,241
Surplus/(Deficit)	308,849	(72,691)	(41,537)	(8,100)	26,742
Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on tangible capital assets	301,623	301,623	301,623	301,623	301,623
Cash surplus	610,472	228,932	260,086	293,523	328,365
Cash items NOT included in Annual Surplus (Deficit)					
Repayment of Debt Principal	(40,173)	(41,139)	(42,135)	(42,710)	(23,552)
Capital expenditures	(1,151,800)	(85,500)	(35,000)	-	-
Transfer from (to) Water Fund	(319,993)	(81,502)	81,363	125,670	216,792
Transfer from (to) Sewer Fund	(13,218)	1,763	7,328	13,527	20,427
Transfer from/(to) reserves	914,711	(22,554)	(271,642)	(390,010)	(542,031)
Financial Plan Balance	-	-	-	-	-

Water Fund Financial Plan 2014-2018

	2014	2015	2016	2017	2,018
Revenues					
Parcel Tax	232,142	254,254	278,578	305,333	334,765
Utility Fees and Rates	368,149	404,964	445,460	490,006	539,007
Other	6,000	6,000	6,000	6,000	6,000
Transfer from Restricted Reserve	15,000				
Grand Total	621,291	665,218	730,038	801,340	879,772
Expenditures					
Amortization	143,884	148,884	153,884	158,884	163,884
Communications	2,500	2,538	2,576	2,614	2,653
Debenture Interest Payments	75,794	75,513	75,225	74,930	74,628
Insurance	7,000	7,105	7,212	7,320	7,430
Internal Allocations	45,000	45,000	45,000	45,000	45,000
Maintenance	23,500	23,853	24,210	24,573	24,942
Materials, supplies, and equipment	14,700	14,921	15,144	15,371	15,602
Professional Fees / Contract Services	85,000	86,275	87,569	88,883	90,216
Salaries and benefits	269,095	273,853	278,597	283,345	288,376
Sundry	3,750	3,806	3,863	3,921	3,980
Training / Professional Development	5,000	5,075	5,151	5,228	5,307
Utilities	13,500	13,838	14,183	14,538	14,901
Grand Total	688,723	700,659	712,614	724,608	736,919
Surplus/(Deficit)	(67,432)	(35,441)	17,424	76,731	142,853
Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on tangible capital assets	143,884	148,884	153,884	158,884	163,884
Cash Surplus	76,452	113,443	171,308	235,615	306,737
Cash items NOT included in Annual Surplus (Deficit)					
Repayment of Debt Principal	(52,445)	(52,445)	(52,445)	(52,445)	(52,445)
Capital Expenditures	(344,000)	(142,500)	(37,500)	(57,500)	(37,500)
Transfer from (to) general fund	319,993	81,502	(81,363)	(125,670)	(216,792)
Financial Plan Balance	-	-	-	-	-

Sewer Fund Financial Plan 2014 - 2018

	2014	2015	2016	2017	2018
Revenues					
Taxation	21,945	24,140	26,553	29,209	32,130
Utility Fees and Rates	37,422	41,164	45,281	49,809	54,790
Grand Total	59,367	65,304	71,834	79,017	86,919
Expenditures					
Amortization	21,610	23,610	25,610	27,610	29,610
Insurance	1,240	1,259	1,277	1,297	1,316
Internal Allocations	4,000	4,000	4,000	4,000	4,000
Maintenance	30,000	30,450	30,907	31,370	31,841
Materials, supplies, and equipment	1,000	1,015	1,030	1,046	1,061
Professional Fees / Contract Services	1,750	1,776	1,803	1,830	1,857
Salaries and benefits	21,528	21,908	22,288	22,678	23,076
Sundry	317	322	327	331	336
Training / Professional Development	750	761	773	784	796
Utilities	2,000	2,050	2,101	2,154	2,208
Grand Total	84,195	87,151	90,116	93,100	96,102
Deficit	(24,828)	(21,847)	(18,282)	(14,083)	(9,183)

Adjustments Required to Balance Financial Plan to Conform With Legislative Requirements**Non-cash items included in Annual Surplus (Deficit)**

Amortization of tangible capital assets	21,610	23,610	25,610	27,610	29,610
Cash Surplus	(3,218)	1,763	7,328	13,527	20,427
Cash items NOT included in Annual Surplus (Deficit)					
Capital Expenditures	(10,000)	-	-	-	-
Transfer from (to) general fund	13,218	(1,763)	(7,328)	(13,527)	(20,427)

Financial Plan Balance	-	-	-	-	-
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Schedule B**2014 - 2018 Schedule of Debt Repayments**

	2014	2015	2016	2017	2018
Interest Payments	92,679	91,438	90,150	88,825	76,369
Principal Payments	92,618	93,584	94,580	95,155	75,997
Total Annual Repayments	185,297	185,022	184,730	183,980	152,366

Schedule C**2014 - 2018 Schedule of Capital Expenditures**

	2014	2015	2016	2017	2018
Building	1,027,000	-	35,000	-	-
Equipment	49,800	64,500	-	-	-
Roads	75,000	21,000	-	-	-
Water Infrastructure	344,000	142,500	37,500	57,500	37,500
Sewer	10,000	-	-	-	-
Total Capital Expenditures	1,505,800	228,000	72,500	57,500	37,500

SCHEDULE D

2014 REVENUE DISCLOSURE STATEMENT

Proportion of Revenue from Each Funding Source

REVENUE SOURCE	% Total Revenue
Property and Parcel Taxes	47.5%
Utility Fees and Rates	20.1%
Government Transfers	16.6%
Grants	7.6%
Transfers from Reserves	4.2%
Fees, Licences, Permits and Fines	3.5%
Other Revenues	0.5%
Total	100.0%

Property Tax Distribution

The distribution of property tax revenue among the property classes is shown in the table below.

The objective of Council is to set tax rates based on the principle of equity and responsiveness to economic goals. Historically, the tax base for the Village of Lions Bay has been residential (99.6%) and therefore the tax revenues are predominantly from residential properties.

PROPERTY CLASS	% PROPERTY VALUE TAX	
	2013	2014
Residential (1)	99.6%	99.6%
Utilities (2)	0.1%	0.1%
Business (6)	0.2%	0.2%
Recreation (8)	0.1%	0.1%
TOTAL	100%	100%

Permissive Tax Exemptions

The Village of Lions Bay has no permissive tax exemptions in effect at this time as there are no qualifying organizations.

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Report to Council		
Title	Election Procedure Bylaw No. 474 – First and Second Reading		
Author	M. Koonts	Reviewed By:	G. McRadu
Date	April 29, 2014	Version	
Issued for	May 6, 2014 Regular Council Meeting		

In anticipation of the general local election on November 15, 2014, staff have consolidated our existing election-related bylaws (#220 Election Regulations 1993, #375 Lions Bay Register of Electors, #429 Mail Ballot Authorization and Procedure) into the attached new bylaw. Relevant additions have also been made with respect to general election procedures.

Legal counsel has reviewed this new bylaw in its entirety and have recommended adoption.

For Council's consideration.

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Election Procedures Bylaw

Bylaw No. 474

Adopted _____

Repealed Bylaw(s):

Bylaw #220 Elections Regulations 1993

Bylaw #375 Lions Bay Register of Electors

Bylaw #429 Mail Ballot Authorization and Procedure Bylaw

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

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

Email: office@lionsbay.ca Web: www.lionsbay.ca

A BYLAW TO PROVIDE FOR THE VARIOUS PROCEDURES FOR THE CONDUCT OF LOCAL GOVERNMENT
ELECTIONS AND OTHER VOTING OPPORTUNITIES WITHIN THE MUNICIPALITY

WHEREAS pursuant to the Local Government Act, Council of the Municipality of the Village of Lions Bay may, by bylaw, determine various procedures and requirements to be applied in the conduct of local government elections and other voting opportunities;

AND WHEREAS pursuant to the Local Government Act the Council may, by bylaw, determine various other procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS the Council of the Municipality of the Village of Lions Bay wishes to establish various procedures and requirements under these authorities;

NOW THEREFORE Council of the Municipality of the Village of Lions Bay, in open meeting assembled, enacts as follows:

PART 1 – CITATION, REPEAL AND INTERPRETATION

CITATION

1.1 This bylaw may be cited as “Election Procedures Bylaw 474, 2014”

REPEAL OF PREVIOUS BYLAWS

1.2 The following bylaws are hereby repealed:
Bylaw #220 *Elections Regulations 1993*;
Bylaw #375 *Lions Bay Register of Electors*; and
Bylaw #429 *Mail Ballot Authorization and Procedure Bylaw*.

DEFINITIONS

1.3 In this Bylaw,
“*Chief Election Officer*” or “*CEO*” means the person appointed under section 41 of the *Local Government Act*, and in the absence or inability to act of the Chief Election Officer, the person appointed as deputy chief election officer;
“*election*” *sign* means a sign promoting a political party or a candidate for office in a federal, provincial, municipal or school trustee election or by-election, or for a cause or part in relation to a referendum or other voting;
“*General Voting Day*” means:
the third Saturday of November in the year of a general local election;
the Saturday set for a by-election or other voting under the *Local Government Act*;

“other voting” means voting under Part 4 of the *Local Government Act* [assent of the electors/referendum]; and

“Village” means the Village of Lions Bay.

- 1.4 Words and phrases in this Bylaw shall be interpreted consistently with the *Local Government Act* and the Interpretation Act. Any reference to a statute in this Bylaw refers to a statute of the Province of British Columbia, and a reference to an enactment includes the enactment as amended or replaced from time to time. Headings are for convenience only and do not limit, expand or modify the scope of any provisions herein. If any part, section, subsection or paragraph of this bylaw is held to be invalid by a court of competent jurisdiction, it shall be severed and the remainder of the bylaw shall remain valid and in effect.

PART 2 - REGISTRATION OF ELECTORS

- 2.1 The most current provincial list of voters prepared under the *Election Act* that is available at the time of an election or other voting shall become the register of resident electors for the Village for such election or other voting.
- 2.2 The Provincial list of voters shall become the register of resident Electors no later than 52 days before General Voting Day for any election or other voting held in the municipality.

PART 3 – GENERAL PROCEDURES

Proceedings Before the Poll

- 3.1 The Chief Election Officer will order ballot papers and other supplies for the purposes of the Election and will see to the provision of ballot boxes and polling booths, the rental of necessary premises and all other physical arrangements for the holding of the Election. The Chief Election Officer will arrange for polling clerks to efficiently and expeditiously conduct the Election.

Access to Documents

- 3.2 Public access to nomination documents will be available via the internet or other electronic means.
- 3.3 As authorized by Section 93(2) of the *Local Government Act*, public access to disclosure statements, signed declarations, and supplementary reports will be available via the internet or other electronic means.

Use of information contained in the documents described in sections 3.2 and 3.3 is subject to restrictions established under the *Local Government Act*, section 73 (8) and 93 (3) respectively.

Additional General Voting Opportunities

- 3.4 The Chief Election Officer may establish additional voting opportunities for General Voting Day for each election or for other voting, and for this purpose may:
- (a) designate the location of voting places, and
 - (b) set the voting hours, up to 8 p.m. on General Voting Day.

Required Advance Voting Opportunities

- 3.5 An advance voting opportunity will be held on the 10th day (Wednesday) before General Voting Day, between the hours of 8 a.m. and 8 p.m.
- 3.6 Pursuant to section 97 (3) of the *Local Government Act*, no other advance voting opportunity will be held.

PART 4 - MAIL BALLOT AUTHORIZATION & PROCEDURE**Mail Ballot Authorization**

- 4.1 An elector who:
- (a) has a physical disability, illness, or injury that affects their ability to vote at another voting opportunity; or
 - (b) expects to be absent from the Village of Lions Bay on General Voting Day and at the times of all advance voting opportunities
- may vote by mail ballot in accordance with this Bylaw.
- 4.2 A person applying to vote by mail ballot may also apply to register as an elector in conjunction with voting by mail ballot.

Mail Ballot Application Procedure

- 4.3 A person wishing to vote by mail ballot, and to register as an elector for that purpose, must apply giving their name and address to the Chief Election Officer during the period commencing twenty-one (21) days before General Voting Day and ending at 4:00 pm on the Monday before General Voting Day.
- 4.4 Upon receipt of a request for a mail ballot, and the Chief Election Officer will, between the first day of advanced voting and 4:00 pm on the Monday before General Voting Day, make available to the mail ballot applicant, a mail ballot package as specified in Section 100 (7) of the *Local Government Act*, together with an application to register as an elector, if applicable, and a statement advising that the applicant must attest that he or she:
- (a) meets the requirements for being an elector under the *Local Government Act*;
 - (b) meets the requirements of Section 4.1 of this Bylaw [section 100 (2) of the *Local Government Act*] for mail ballot voting; and
 - (c) has not previously voted in the election and will not afterwards vote again in the election.
- 4.5 The Chief Election Office will record and make available for inspection, upon request by any person, the name and address of the person to whom the mail ballot package was issued.
- 4.6 It is the obligation of the applicant for a mail ballot to ensure that the completed certification envelope and ballot is received by the Chief Election Officer before the close of voting on General Voting Day.

Mail Ballot Voting Procedure

- 4.7 To vote using a mail ballot, the elector must mark the ballot in accordance with the instructions contained in the mail ballot package provided by the Chief Election Officer.
- 4.8 After marking the ballot, the elector must:
- (a) place the ballot in the secrecy envelope provided and seal the secrecy envelope;
 - (b) place the secrecy envelope in the certification envelope, and complete and sign the certification printed on such envelope, and then seal the certification envelope;
 - (c) place the certification envelope, together with a completed elector registration application, if required, in the outer envelope, and then seal the outer envelope;
 - (d) mail, or have delivered, the outer envelope and its contents to the Chief Election Officer at the address specified so that it is received no later than the close of voting on General Voting Day.

Mail Ballot Acceptance or Rejection

- 4.9 Until 4 p.m. on the Thursday two days before General Voting Day, on receiving the outer envelope and its contents, the Chief Election Officer will, in the following order:
- (a) immediately record the date of receiving the outer envelope;
 - (b) open the outer envelope and remove and examine the certification envelope and if applicable, the application for registration as an elector; and
 - (c) if satisfied as to:
 - i. the identity and entitlement to vote of the elector whose ballot is enclosed; and
 - ii. the completeness of the certification,mark the certification envelope as “accepted”.
- 4.10 If, on reviewing a certification envelope, the Chief Election Officer is not satisfied as to the identity of the elector whose ballot is enclosed or as to the sufficiency of the certification:
- (a) the CEO shall mark that envelope as “rejected” and note the reasons for the rejection; and
 - (b) the rejected certification envelope and its contents must remain unopened and any ballot contained therein must not be counted in the election.
- 4.11 The Chief Election Officer must treat any certification envelope in an outer envelope received after the close of voting on General Voting Day in the same manner as for rejected envelopes in section 4.10.

Custody and Counting of Mailed Ballots

- 4.12 The certification envelopes marked as “accepted” will remain, unopened, in the custody of the Chief Election Officer until 4 p.m. on the Thursday two days before General Voting Day, in order to deal with any challenges brought under section 116 of the *Local Government Act*.

- 4.13 As soon as possible after 4 p.m. on the Thursday two days before General Voting Day, the Chief Election Officer will, at a place specified by the CEO and, in the presence of at least one witness, including any candidate representatives who are present, will open the certification envelopes, and remove the secrecy envelopes.
- 4.14 Unless the right of a person voting by mail ballot has been challenged and not resolved in favour of the person being permitted to vote, the Chief Election Officer will deposit all secrecy envelopes received into a ballot box specified for this purpose until after the close of voting on General Voting Day. For any outer envelope received thereafter and until the close of voting on General Voting Day, the CEO will follow the procedures of sections 4.9 and 4.10.
- 4.15 After the close of voting on General Voting Day, the Chief Election Officer will remove any secrecy ballots from accepted certification envelopes and deposit them into the ballot box for mailed in ballots. That ballot box may then be opened at a place specified by the CEO and, and the ballots counted in accordance with Part 3, Division 13, of the *Local Government Act*.
- 4.16 The Chief Election Officer will retain and treat all certification envelopes in the same manner as for a voting book.

PART 5 ELECTION ADVERTISING

Use of Municipal Logos

- 5.1 Other than as expressly authorized in writing by the Village, no person shall use or display on any election sign or other for of election advertising a logo, trademark or official mark, in whole or in part, that is owned or licensed by the Village.

Election Signs

- 5.2 A person responsible for posting, erecting or otherwise displaying an election sign must ensure the sign:
- (a) is not illuminated and does not flash;
 - (b) does not obstruct or otherwise interfere with sight lines or movement of vehicles, pedestrians, cyclists or any other highway traffic, or obstruct the visibility of regulatory signs or other traffic control devices;
 - (c) is not located within 0.5 metres of a sidewalk or walkway, within 15 metres of a fire hydrant or within 3.0 metres of a roadway;
 - (d) is not attached to a utility pole or apparatus or a street light pole;
 - (e) is not posted on or attached to the Village Hall or other Village structure or located on the lot thereof;
 - (f) is not located or displayed within 100 metres of a building, structure or other place where voting proceedings are being conducted;
 - (g) as part of a structure, does not stand higher than 2.5 metres above the ground supporting the structure; or
 - (h) is not, on any single side, more than 3.0 square metres in area.

- 5.3 A person must not post, erect or display an election sign earlier than 30 days before the date of a General Voting Day, and must remove any such signs within 72 hours after General Voting Day.

PART 6 VOTING PLACE PROCEDURES

- 6.1 As soon as an elector enters a voting place, he or she must proceed to an election official and follow any directions given by that official for producing identification, registering to vote, signing a written declaration, signing the list of electors or the voting book and obtaining assistance, as applicable.
- 6.2 After receiving a ballot, the elector must:
- (a) immediately proceed to a voting booth provided;
 - (b) while the ballot is screened from observation, mark it by making a cross or tick in the blank space opposite the name of the candidate or candidates for whom the elector wishes to vote; and
 - (c) in the case of other voting (on a bylaw or other matter for which the assent or an opinion of the electors is sought), place a mark beside either “yes” or “no” on the ballot;
 - (d) fold the ballot to conceal all marks made on it;
 - (e) deposit the ballot in the sealed ballot box to which the elector has been directed; and
 - (f) leave the voting place without delay.

Replacement of Spoiled Ballot

- 6.3 If, before inserting the ballot into the ballot box, an elector determines that he or she has made a mistake when marking the ballot, the elector may request a replacement ballot by advising the presiding election official, who will then issue a replacement ballot to that elector, mark the original ballot as spoiled, and retain the spoiled ballot for return to the Chief Election Officer.

PART 7 CLOSE OF VOTING

- 7.1 Ballots will be considered and counted manually three times and in conjunction with the use of a tallying sheet to confirm accuracy of results.
- 7.2 If a recount is required it shall be conducted under the direction of the Chief Election Officer.

Resolution of Tie Vote

- 7.3 In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with the *Local Government Act*.

READ A FIRST TIME

READ A SECOND TIME

READ A THIRD TIME

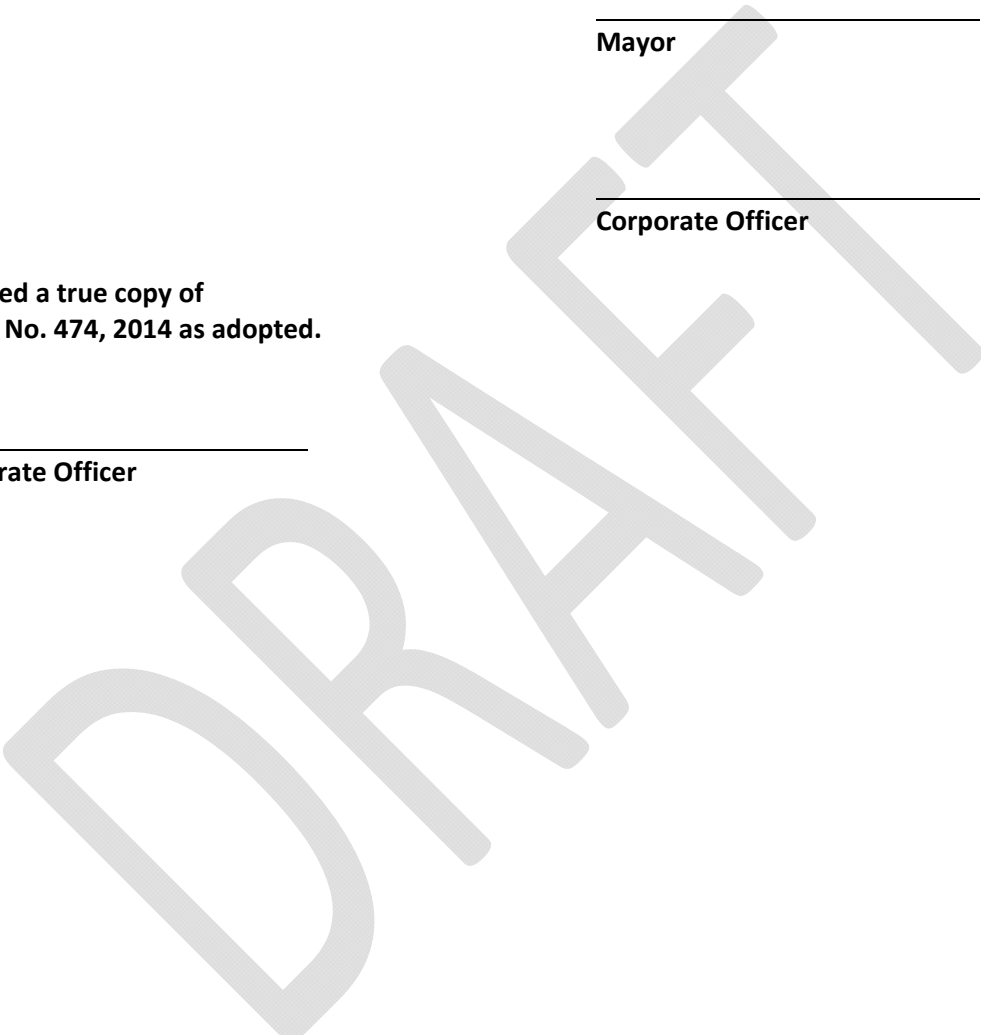
ADOPTED

Mayor

Corporate Officer

**Certified a true copy of
Bylaw No. 474, 2014 as adopted.**

Corporate Officer





THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Secondary Suites Amendment Bylaw 475, 2014

Amendment to Zoning Bylaw 362, 2004

Adopted: _____

Repealed: Zoning Bylaw 362 Amendment Bylaw 423, 2010

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

Zoning Bylaw No. 362, 2004

Secondary Suites Amendment Bylaw No. 475, 2014

Whereas the Council of the Village of Lions Bay deems it advisable to amend the Zoning Bylaw to allow for secondary suites;

Now Therefore the **Council** of the **Village** of Lions Bay enacts as follows:

Part 1 **Citation**

- 1.1.1 This bylaw may be cited as Zoning Bylaw No. 362, 2004 Secondary Suites Amendment Bylaw No. 475, 2014.

Part 2 **Amends the Zoning Bylaw**

Zoning Bylaw No 362, 2004 is hereby amended as follows, effective on the date of adoption of Secondary Suites Amendment Bylaw No. 475, 2014:

- 2.1 Part II, **Interpretation**, section 2 is amended adding, in alphabetical order, the following definitions:

“Cooking Facilities” means ~~a stove that has 220 volt wiring equipment, devices or appliances that can be used to prepare a meal within a dwelling and includes a sink, counter top, gas or electric range or stove, counter top cooking unit, hot plate, wall oven, microwave oven, convection oven, toaster oven, electric frying pan, electric wok, pressure cooker, crock pot, cabinetry for the storage of food or any other such culinary facility or appliance or any combination of such culinary facilities and appliances, and includes the arrangement of service lines which provide the energy source being used or intended to be used to service such facilities and appliances.~~

“Enforcement Officer” means the Village Building Inspector, as well as every person designated by Council by name of office or otherwise as a bylaw enforcement officer for the Village of Lions Bay.

“Kitchen” means a room for the preparation, cooking or eating of food and containing cooking facilities.

“Principal Dwelling Unit” is a Dwelling designed or intended to be used as the Principal Place of Residence for a family.

“Principal Place of Residence” means the residence against which the owner claims or could legally apply for a BC Home Owner grant for the current year.

“Secondary Suite” means a Dwelling unit accessory to a Single Family Dwelling use, a separate dwelling unit which is completely contained within a Principal Place of Residence and comprises a bathroom, kitchen, sleeping and living area, and 220 wiring.

“Single Family Dwelling” means a building designed for use exclusively as a Principal Dwelling Unit.

3.1 Section 3 is amended by deleting the words “The Administrator, being an officer, and the Building Inspector, being authorized to act in the place of the Administrator for the purposes of this section, are authorized” and substituting for them the words “Enforcement officers are authorized”.

4.1 Section 20 is amended by adding as item c) “A Secondary Suite is deemed to be a portion of the Principal BuildingPlace of Residence.”

~~5.1 Section 26 Parking, Table 1, Column II is amended by deleting the words “2 for each dwelling” for the number of parking spaces required for each **Single Family Dwelling** per parcel, and replacing them with “2 for each **Single Family Dwelling** without a **Secondary Suite** and 3 for each **Single Family Dwelling** with a **Secondary Suite**”.~~

6.1 Section 32 a) is amended by adding as item iv) “one secondary suite”.

6.2 Section 32 b) is amended by adding a new sub-section xi) as follows:

xi) A Secondary Suite must meet the following requirements:

- (1) A maximum of one such use is permitted per parcel;
- (2) The Secondary Suite must not be detached from the principal building;
- (3) The Secondary Suite must not occupy a maximum floor area of more than either 90 square meters (968 square feet) or 40% of the total floor area of the building, excluding garage space, whichever is less;

(4) A registered owner of the parcel must occupy, as their principal place of residence, either the Principal Dwelling Unit or the Secondary Suite;

(5) Existing Secondary Suites must be brought into compliance with the following minimum safety requirements:

i. Installation of interconnected smoke alarms with CO₂ detectors;

-
- ii. Fire-rated doors separating the Secondary Suite from the Principal Dwelling Unit;
 - iii. Minimum rating requirements for ceilings as approved by the authority having jurisdiction; and
 - i. Mandatory bedroom exit route(s) to meet the BC Building Code regulation.
 - iv. _____

DRAFT

- v.
- ~~(4)~~(6) Newly constructed ~~The~~ Secondary Suites must comply fully with the requirements of the *BC Building Code* and adhere fully to Village of Lions Bay bylaws and policies;
- ~~(5)~~(7) A new~~The~~ Secondary Suite must be inspected and approved for compliance with all requirements by way of a building permit application, and recorded in a Secondary Suites registry maintained by the municipality of the Village of Lions Bay;
- ~~(6)~~(8) Where a Dwelling has a septic system or field, extra demand on that system or field from the Secondary Suite must not cause its capacity to be exceeded;
- ~~(7)~~(9) The principal entrance to a Secondary Suite must be a separate exterior entrance from that of the Principal Dwelling Unit;
- ~~(8)~~(10) The Secondary Suite must not be subdivided from the Principal Dwelling Unit under the Land Title Act or the Strata Property Act;
- ~~(9)~~(11) The Secondary Suite and the Principal Dwelling Unit shall not be served by separate water service lines, or separate electrical meters;
- ~~(10)~~(12) Newly constructed Secondary Suites will also require the construction of a dedicated parking space for the Secondary Suite. The additional parking space for the Secondary Suite must be located so that any vehicle parked there may exit the parcel without the need to manoeuvre other vehicles.

READ A FIRST TIME

READ A SECOND TIME

PUBLIC HEARING

READ A THIRD TIME

FINALLY ADOPTED

_____ Mayor

Village Manager Corporate Officer

Certified a true copy of
Amendment Bylaw 475, 2014 as adopted

Village Manager Corporate Officer

DRAFT

VILLAGE OF LIONS BAY

Incoming Correspondence - May 6, 2014

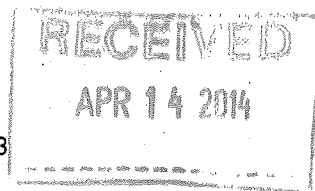
- 1 G - 140327 Squamish-Lillooet Reg District re Howe Sound Community Forum.pdf
- 2 G - 140331 E-Comm 911 re E-Comm Board of Directors Designate 2014-15 Term.pdf
- 3 G - 140401 Can Envir Assess Agency re Woodfibre LNG Project.pdf
- 4 G - 140408 Village of Lumby re Concerns amendments to Canada Postal System.pdf
- 5 G - 140411 Coastal Fire Centre re Info Bulletin.pdf
- 6 G - 140411 Metrovancouver re New Waste-to-Energy Capacity.pdf
- 7 G - 140417 BCAA re Worst Road Survey.pdf
- 8 G - 140422 AKBLG re resolution Agricultural Land Reserve Zone 2.pdf
- 9 G - 140422 AKBLG re resolution Municipalities with no Residents.pdf
- 10 G - 140424 Ombudsperson Close Files Report Jan 1 to Mar 31 2014.pdf
- 11 G - 140425 Metro Van Report on Future of Region Sustainability Dialogues.pdf
- 12 G - 140425 North Shore Table Matters Food Charter .pdf
- 13 G - 140429 Auditor General for Local Government.pdf
- 14 G - 140430 North Shore Community Resources .pdf

- 1 R - 140415 petition to Council Re-Filming.pdf
- 2 R - 140421 ltr from resident re changing Filming Bylaw .pdf
- 3 R - 140422 ltr from resident re Filming.pdf
- 4 R - 140501 resident comments re filming & use of expertise.pdf
- 5 R - 140501 resident questions Re-Trees at the entrance to the village on Isleview.msg

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Box 219, 1350 Aster Street,
Pemberton, BC V0N 2L0
Ph. 604-894-6371, 800-298-7753
F: 604-894-6526
info@slrd.bc.ca www.slrd.bc.ca



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

March 27, 2014

Mayor Rob Kirkham
District of Squamish
PO Box 310
Squamish, BC V8B 0A3

Mayor Nancy Wilhelm-Morden
Resort Municipality of Whistler
4325 Blackcomb Way
Whistler, BC V0N 1B4

Squamish Nation Chiefs & Council
PO Box 86131
North Vancouver, BC
V7L 4J5

Mayor Michael Smith
District of West Vancouver
750 17th Street
West Vancouver, BC V7V 3T3

Ms. Sheila Malcomson, Board Chair
Gambier Island Local Trust Committee
200 - 1627 Fort St
Victoria, BC V8R 1H8

Acting Mayor Alan LeBlanc
Village of Pemberton
PO Box 100
V0N 2L0

Mayor Greg Moore
Greater Vancouver Regional District
Main floor, Head Office
4330 Kingsway, Burnaby, B.C. V5H 4G8

Mayor Wayne Rowe
Town of Gibsons
P O Box 340
Gibsons, BC V0N 1V0

✓ Mayor Brenda Broughton
Village of Lions Bay
PO Box 141 - 400 Centre Road
Lions Bay, British Columbia V0N 2E0

Garry Nohr, Board Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V0N 3A1

Mayor Jack Adelaar
Municipality of Bowen Island
981 Artisan Lane
Bowen Island, BC V0N 1G0

Dear Mr. Sirs and Mesdames,

Re: The Howe Sound Community Forum

At the regular meeting of the Squamish-Lillooet Regional District Board on February 24, 2014 the following was resolved:

THAT a letter be sent to the signatories of the Howe Sound Community Forum (HSCF) asking:

- *What is the future of the HSCF?*

- 2 -

- *What are the objectives of the HSCF?*
- *What is the relationship between the Future of Howe Sound Society and the HSCF?*

We ask that you please review the Principles for Cooperation from 2002 and consider how your organization views the Howe Sound Community Forum and its role in bringing together the views of these with an interest in the region.

The Squamish-Lillooet Regional District Board is interested in gathering this information from each of the signatories to the Principles for Cooperation. We look forward to receiving your comments.

Yours truly,

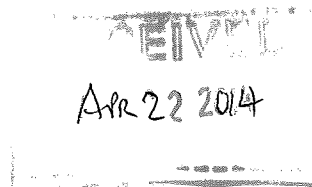
A handwritten signature in cursive script, appearing to read "Heintzman".

Patricia Heintzman
Chair, SLRD Board of Directors

c.c.: Squamish-Lillooet Regional District Board

March 31, 2014

Mayor Brenda Broughton and Council
Village of Lions Bay
400 Centre Road
Lions Bay, BC
V0N 1H0



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

Dear Mayor Broughton and Council,

RE: E-Comm Board of Directors Designate — 2014-2015 Term

The Annual General Meeting (the "Meeting") of the Shareholders (Members) of E-Comm *Emergency Communications for Southwest British Columbia Inc.* ("E-Comm") will be held on Thursday, June 19, 2014 and, at that time, the Board of Directors will be appointed by the shareholders for the 2014-2015 year.

At present, Mayor Darrell Mussatto, represents the City of North Vancouver, District of North Vancouver, District of West Vancouver and the Village of Lions Bay on our Board of Directors. Pursuant to Section 4.2.1.5 of the E-Comm Members' Agreement, the above entities are entitled to designate one mutually-agreed upon individual for election to the Board of Directors of E-Comm. Please note that the Village of Lions Bay became a Class A shareholder in October 2013 and per Section 4.2.1.5 of the Members' Agreement, is now part of the Designated Group of Members with regard to Board appointments.

The Board of E-Comm is focused on good governance and we are looking for effective directors for the benefit of all shareholders. An effective director will have competencies in many, or most, of the following areas: Knowledge of E-Comm or the public-safety industry, knowledge of the role of a board, analytical skills including financial acumen, leadership skills, good communication skills, sound judgment, high integrity and the ability to influence others.

The E-Comm Board of Directors meets five times per year and provides oversight of the business and affairs of the company. Two additional sessions are also held annually for strategic planning and board education. There are three standing committees of the board (Governance, Audit and Human Resources and Compensation), each meeting five times per year. Participation on committees is voluntary, but recommended.

Although shareholders are required to elect directors every year at our Annual General Meeting, there is no limit on the number of terms any one director can serve. Indeed, we believe that it is in all shareholders' best interest when a director can serve multiple terms.

Because your municipality/organization is among a designated group of Members, **we respectfully request that you confer with the others members of your grouping to establish a mutually-agreeable nominee prior to informing us of your nominee.** This will help to ensure a smooth nomination process.

We request that you advise the undersigned with written confirmation by May 29, 2014, of the name and contact information of your mutually-agreed upon nominee to the E-Comm Board.

Mayor Brenda Broughton and Council
 Village of Lions Bay
 March 31, 2014

page 2

Please note that nominating a director is a separate process from designating a representative to vote your shares at the Annual General Meeting (AGM). As such, I will be contacting the District of West Vancouver again at the end of May with information on the AGM and requesting that you designate one individual to attend the Annual General Meeting of the Shareholders for the purposes of voting the Village of Lions Bay's shares.*

Yours truly,



Jody Robertson
 Corporate Secretary

t | 604.215.4956
 jody.robertson@ecomm911.ca

cc Mayor Darrell Mussatto, City of North Vancouver

*Our records indicate the following shares for police services are held by the group to which you belong:

	Class A	Class B
City of North Vancouver	2	1
District of North Vancouver	1	1
District of West Vancouver	1	1
West Vancouver Police Board	1	
Village of Lions Bay	1	

contact information for Jody Robertson, Corporate Secretary:

mail 3301 East Pender Street Vancouver, BC V5K5J3 email jody.robertson@ecomm911.ca tel 604.215.4956

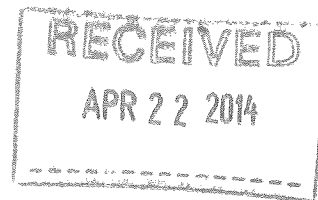


Canadian Environmental Assessment Agency

Agence canadienne d'évaluation environnementale

PO Box 10114
701 West Georgia Street
Suite 410
Vancouver, British Columbia
V7Y 1C6

Boite postale 10114
701 rue Georgia ouest
Bureau 410
Vancouver (Colombie-Britannique)
V7Y 1C6



April 1, 2014

Agency File No.: 80060

Her Worship Mayor Brenda Broughton
Village of Lions Bay
400 Centre Road
Lions Bay BC V0N 1H0
bbroughton@telus.net

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

Dear Mayor Broughton:

SUBJECT: Woodfibre LNG Project – Screening and Environmental Assessment Substitution Request

Thank you for your correspondence of January 6, 2014, concerning the environmental assessment (EA) of the proposed Woodfibre LNG Project (the Project), located in British Columbia (B.C.). I regret the delay in responding.

The Project is subject to an EA under the *Canadian Environmental Assessment Act, 2012* (CEAA 2012) which is being carried out as a substituted EA by B.C. The federal Minister of the Environment, the Honourable Leona Aglukkaq, approved B.C.'s request for substitution for the Project on February 19, 2014. The decision is posted on the Canadian Environmental Assessment Registry website at www.ceaa-acee.gc.ca (reference number 80060).

In your letter, you expressed concern about the British Columbia Environmental Assessment Office (BC EAO)'s ability to adequately conduct the EA and ensure that public concerns are properly evaluated and assessed. You also expressed concerns regarding the potential impacts of the Project on the ecosystem, recreational activities, tourism, and safety in the marine environment within the proximity of Howe Sound, and in relation to cumulative effects of other projects.

In taking the decision to approve B.C.'s request for substitution, Minister Aglukkaq considered public and Aboriginal comments received by the Agency during the comment period, along with the commitment by the British Columbia Environmental Assessment Office to consider the factors as set out in subsection 19(1) of CEAA 2012 when conducting a substituted EA. This commitment is

.../2

- 2 -

outlined in the attached *Memorandum of Understanding between the Canadian Environmental Assessment Agency and the British Columbia Environmental Assessment Office on Substitution of Environmental Assessments, 2013*.

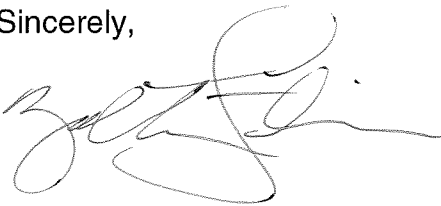
Minister Aglukkaq is satisfied that the conditions for substitution under CEAA 2012 will be met and that the B.C. process is an appropriate substitute for this EA.

Under the conditions of substitution, B.C. must consider the same activities and factors that would otherwise be assessed under CEAA 2012. Accordingly, the substituted process will include analysis and conclusions pertaining to potential environmental effects of the proposed LNG facility, marine terminal, and marine shipping activities in Howe Sound, including environmental effects of accidents and malfunctions, effects on fish and fish habitat, and cumulative environmental effects. BC EAO will also request comments on the EA from the public during future comment periods. At the conclusion of the substituted EA, BC EAO will submit an EA report to the federal Minister of the Environment, who will then make an EA decision under CEAA 2012. This decision will be informed by the results of public consultation conducted by B.C.

As part of B.C.'s EA process, potential adverse economic and social effects, and practical means to avoid or minimize any such effects, must also be assessed.

I appreciate you taking the time to provide comments to the Agency on the proposed Project. For further information regarding next steps in the substituted EA process, including future opportunities for public participation, please visit the Project Information Centre on the BC EAO website www.eao.gov.bc.ca or contact Josh Handysides, the BC EAO Project Assessment Manager for the Project at 250-356-7483 or josh.handysides@gov.bc.ca.

Sincerely,

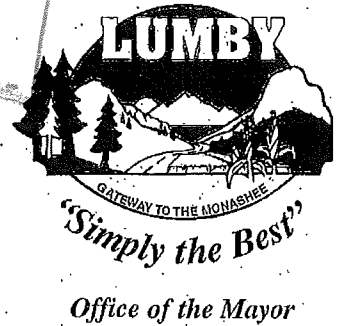
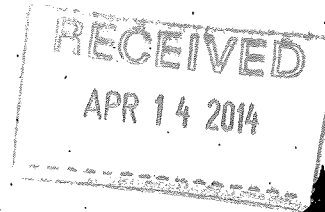


Zoltan Fabian
Project Manager, Pacific and Yukon Region
Canadian Environmental Assessment Agency

Attach: Memorandum of Understanding

c.c.: Josh Handysides, British Columbia Environmental Assessment Office

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



April 8, 2014

Mr. Colin Mayes,
Member of Parliament, Okanagan - Shuswap
3105 29th Street
Vernon, BC V1T 5A8

Dear Mr. Mayes:

Re: Concerns Regarding Recent Amendments to the Canada Postal System

The Village of Lumby Council, at the Open Council Meeting held on April 7, 2014, was presented with a delegation from the Canadian Postmasters and Assistants Association regarding the community impacts of the proposal to eliminate home delivery service by the Canada Post Corporation.

Council is concerned with the current proposal to replace home mail delivery service with community mail boxes, and would like Canada Post to engage in a comprehensive and meaningful public consultation with municipalities in order to review all options. Council is very supportive of rural postal service.

The local Post Office in Lumby serves a critical component to the social livelihood of the community while supporting the local economy.

Yours sincerely,

Kevin Acton
Mayor

cc: MLA Eric Foster
UBCM Member Municipalities

THE CORPORATION OF THE VILLAGE OF LUMBY

Mandy Koonts

From: INFOCO HPR P FLNR:EX <FORHPRP.INFOCO@gov.bc.ca>
Sent: Friday, April 11, 2014 2:52 PM
To: INFOCO HPR P FLNR:EX
Subject: Information Bulletin April 11 2014 Coastal Fire Centre
Attachments: 2014FLNR0047-000463.pdf

For Your Information Please see the attached Information Bulletin from the Coastal Fire Centre

INFORMATION BULLETIN

Coastal Fire Centre urges caution with outdoor burning

For Immediate Release
2014FLNR0047-000463
April 11, 2014

PARKSVILLE – The Coastal Fire Centre is encouraging the public to exercise caution when doing any outdoor burning. Open burning restrictions will be in place later this spring, so now is a good time for residents to clean up their yards.

Almost all wildfires that start at this time of year are human-caused and are therefore preventable.

Homeowners and industry personnel are encouraged to visit the Wildfire Management Branch website (www.bcwildfire.ca/Prevention), consult the B.C. FireSmart manual and take the following precautions:

- Ensure that enough people, water and tools are on hand to control the fire and prevent it from escaping.
- Do not burn during windy conditions. Weather conditions can change quickly and the wind may carry embers to other combustible material and start new fires.
- Create a fireguard at least one metre around the planned fire site by clearing away twigs, grass, leaves and other combustible material.
- If you are planning a large burn, consider conducting smaller burns around the perimeter beforehand to create a fuel break and help stop the fire from spreading beyond its intended size. Each of these fires should be kept small and must be completely extinguished before starting a new fire.
- Never leave a fire unattended and make sure that your fire is completely extinguished and the ashes are cold to the touch before you leave the area.

Before conducting a burn, check with your local fire department, municipality and regional district to see if any open burning restrictions or bylaws are in effect.

If you are planning to do any large-scale industrial burning or conduct a grass burn over 0.2 hectares (Category 3 fires), you must obtain a burn registration number ahead of time by

calling 1 888 797-1717.

Always check the venting conditions before conducting an open burn. The venting index can be found at: <http://www.bcairquality.ca/readings/ventilation-index.html>

Up-to-date information on open fire bans can be obtained online at www.bcwildfire.ca or by calling 1 888 3-FOREST.

In British Columbia, the Wildfire Act specifies a person's legal obligations when using fire in or within one kilometre of forest land or grassland. If an outdoor burn escapes and causes a wildfire, the person responsible may be held accountable for damages and fire suppression costs. Anyone found in contravention of an open fire prohibition may be issued a ticket for \$345 or, if convicted in court, may be fined up to \$100,000 and sentenced to one year in jail. The Coastal Fire Centre would like to thank the public for its continued help in preventing wildfires. If you see flames or smoke, call 1 800 663-5555 toll-free or dial *5555 on your cellphone.

Donna MacPherson
Fire Information Officer
Wildfire Management Branch
Coastal Fire Centre
250 951-4209



INFORMATION BULLETIN

For Immediate Release
2014FLNR0047-000463
April 11, 2014

Ministry of Forests, Lands and Natural Resource
Operations
Coastal Fire Centre

Coastal Fire Centre urges caution with outdoor burning

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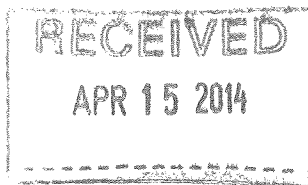
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Media Contact:

Donna MacPherson
Fire Information Officer
Wildfire Management Branch
Coastal Fire Centre
250 951-4209

Connect with the Province of B.C. at: www.gov.bc.ca/connect



Executive Offices
Tel. 604 432-6215 Fax 604 451-6614

File: PE-13-01

APR 11 2014

Mayor Brenda Broughton
Village of Lions Bay
400 Center Road
Lions Bay, BC V0N 2E0

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

Dear Mayor Broughton: *BRENDA*

Re: New Waste-to-Energy Capacity for Metro Vancouver

The purpose of this letter is to notify you of upcoming consultation opportunities regarding the development of new waste-to-energy (WTE) capacity for Metro Vancouver and invite your staff to attend a workshop along with other representatives of government, First Nations and other key stakeholders on April 30, 2014.

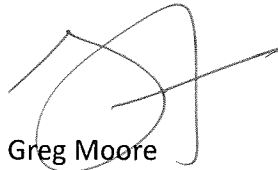
As part of the implementation of the Metro Vancouver *Integrated and Solid Waste Resource Management Plan (ISWRMP)*, Metro Vancouver and its member municipalities are managing solid waste in a way that aims to avoid waste in the first place, facilitates recycling and reuse, recovers materials and energy, and uses the most environmentally and economically responsible means of dealing with what remains. Even after achieving an aspirational waste diversion goal of 80%, approximately 700,000 tonnes of residual waste will still remain and needs to be managed each year.

To effectively manage the region's residual waste remaining after diversion, the Metro Vancouver Board determined that additional waste-to-energy capacity is the best solution, a decision that was supported by provincial approval of the region's ISWRMP. As a condition of this approval, the Minister of Environment required Metro Vancouver, in developing new WTE capacity, to consider "the full range of options both in and out of region in an equal and fair manner". Metro Vancouver has commenced a multi-phase process to develop new WTE capacity and enable the Board to fully explore a range of options.

A stakeholder workshop is scheduled for April 30 to provide an opportunity for your staff to provide input on this process. The workshop will provide information on the new WTE capacity development process and receive input on the issues to consider when developing the project. In addition to stakeholder workshops, Metro Vancouver will also be holding public events in communities where potential sites are identified. Future public events will be held in Metro Vancouver and the Fraser Valley Regional District.

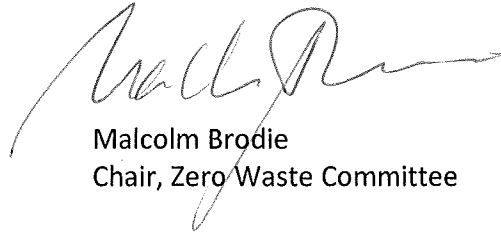
If you have any questions or comments regarding new WTE capacity for Metro Vancouver, please contact Paul Henderson, General Manager, Solid Waste Services at 604-432-6442 or paul.henderson@metrovancover.org.

Yours truly,



Greg Moore
Chair, Metro Vancouver Board

GM/MB/PH/ts



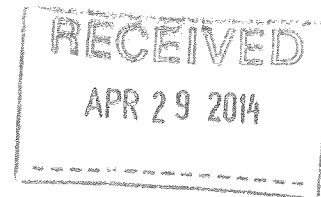
Malcolm Brodie
Chair, Zero Waste Committee



April 17, 2014

Mayor Brenda Broughton
Village of Lions Bay
PO Box 141, 400 Centre Road
Lions Bay, B.C. V0N 2E0

VILLAGE OF LIONS BAY
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Dear Mayor Broughton:

From April 28 to May 26, 2014, the British Columbia Automobile Association (BCAA) will conduct its fourth annual "Worst Roads" survey. British Columbians will be invited to vote for B.C. roads they feel are unsafe, heavily congested or in need of repair.

As in previous years, the Top 10 List will be published on BCAA's website and shared publically. Full survey results will only be shared with the Ministry of Transportation and Infrastructure, regional districts and municipalities to identify areas to be considered for assessment and potential improvement.

Keeping British Columbians safe on our roads is a top priority for BCAA. Our "Worst Roads" Survey is designed to provide government with information by enabling British Columbians to highlight roads that may have been overlooked for repairs, or to remind road authorities that certain roads may need assessment for better safety.

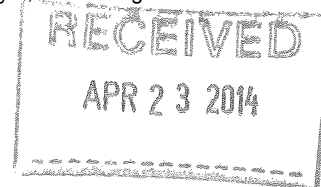
BCAA also uses the campaign as a way to share important road safety tips, encourage safe driving behaviour and engage the public to think about their role when it comes to ensuring everyone's safety on B.C.'s roads.

While maintaining road infrastructure is a key component of road safety, we understand that making repairs and improvements take time. BCAA also recognizes, and communicates publically, that a tremendous amount of road improvements have been underway at both the provincial and municipal levels. And, we're happy to continue sharing your efforts to ensure roads in your jurisdiction are safe and reviewed for repair and improvements, in response to any BCAA Member or survey respondent inquiry.

If you have any questions, please contact Sara Holland, Senior Manager of Communication and Community at Sara.Holland@bcaa.com or 604-268-5029.

Sincerely,

Mark Donnelly
Director, Communication and Community



VILLAGE OF LIONS BAY
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OTHER



April 22, 2014

Hon. Christy Clark
Premier of the Province of British Columbia
P O Box 9041
STN PROV GOVT
Victoria BC V8W 9E1

Dear Premier Clark,

RE: AKBLG Resolution Agricultural Land Reserve Zone 2 - Carried

At the Annual General Meeting of the Association of Kootenay and Boundary Local Governments held April 9 – 11, 2014 in Creston, BC, the AKBLG Membership ratified the attached Resolution for submission to the Union of BC Municipalities.

The Association of Kootenay and Boundary Local Governments requests that the provincial government undertake consultation with the public, local governments, the Union of BC Municipalities, and affected parties, on the proposed two-zone approach to the Agricultural Land Reserve; and that Bill 24 not be brought into force until such consultation is complete.

We appreciate your consideration in this matter.

Respectfully submitted,

AKBLG
Christina Benty, President

Copy: Hon. Coralee Oakes, Minister of Community Sport and Cultural Development
Email: coralee.oakes.mla@leg.bc.ca
Hon. Norm Letnick, Minister of Agriculture
Email: norm.letnick.mla@leg.bc.ca
British Columbia Local Governments
Union of British Columbia Municipalities

RESOLUTION #16 - CARRIED

CITY OF NELSON

AGRICULTURAL LAND RESERVE ZONE 2

WHEREAS the Provincial Government has, without consultation with the public or with local governments in the AKBLG region, created two zones for the Agricultural Land Reserve in the Province of BC and, through the creation of the “Kootenay Panel Region”, placed some or all of the AKBLG region in Zone 2, thereby discriminating between regions and potentially constraining their ability to achieve and sustain agricultural self-sufficiency and economic development;

AND WHEREAS not all affected regions wish to see the requirements of the Agricultural Land Reserve weakened in Zone 2;

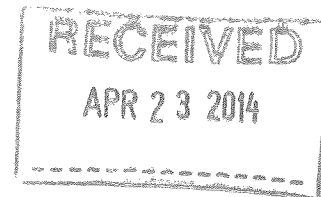
AND WHEREAS substantial agricultural activity has historically taken place and is currently being practiced outside of Zone 1;

THEREFORE BE IT RESOLVED that the AKBLG send a letter to the Minister of Agriculture Pat Pimm, Minister of Community, Sport and Cultural Development Coralee Oakes, and Premier Christy Clark, with copies to all BC local governments, requesting that the provincial government undertake consultation with the public, local governments, the Union of BC Municipalities, and affected parties, on the proposed two-zone approach to the ALR; and that Bill 24 not be brought into force until such consultation is complete.

AKBLG

790 Shakespeare Street, Trail B.C. V1R 2B4
250 231-0404
akblg@shaw.ca

VILLAGE OF LIONS BAY
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OTHER



April 22, 2014

Hon. Christy Clark
Premier of the Province of British Columbia
P O Box 9041
STN PROV GOVT
Victoria BC V8W 9E1

Dear Premier Clark,

RE: AKBLG Resolution Municipalities with no Residents - Carried

At the Annual General Meeting of the Association of Kootenay and Boundary Local Governments held April 9 – 11, 2014 in Creston, BC, the AKBLG Membership ratified the attached Resolution for submission to the Union of BC Municipalities.

The Association of Kootenay and Boundary Local Governments wishes to inform the Province of British Columbia that they are strongly opposed to the funding of any municipalities without residents.

We appreciate your consideration in this matter.

Respectfully submitted,

AKBLG
Christina Benty, President

Copy: Hon. Coralee Oakes, Minister of Community Sport and Cultural Development
Email: coralee.oakes.mla@leg.bc.ca

RESOLUTION # 17 - CARRIED

MUNICIPALITIES WITH NO RESIDENTS

DISTRICT OF INVERMERE

WHEREAS the Jumbo Glacier Mountain Resort Municipality (JGMRM) has no residents, no taxable assessment, and an appointed council;

AND WHEREAS the draft JGMRM five year financial plan shows \$1 million of Provincial grant funding sustaining their operations for the next five years;

AND WHEREAS the Association of Kootenay and Boundary Local Governments (AKBLG) is working on a shoe string budget to assist elected local government within the Kootenay and Boundary regions of British Columbia;

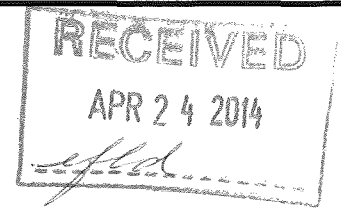
THEREFORE BE IT RESOLVED that the Association of Kootenay and Boundary Local Governments inform the province of British Columbia that they are strongly opposed to the funding of any municipalities without residents.



Ombudsperson
B.C.'s Independent Voice For Fairness

General Inquiries: (250) 387-5855
Toll-Free: 1-800-567-3247
Fax: (250) 387-0198
www.bcombudsperson.ca

947 Fort Street
PO Box 9039 Stn Prov Govt
Victoria BC V8W 9A5



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

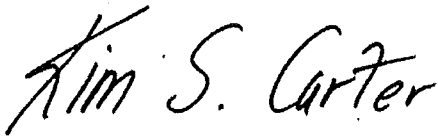
VILLAGE OF LIONS BAY
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Files Closed from January 1 to March 31, 2014

Village of Lions Bay

1. Requests for Information or Assistance	0
2. Complaints with No Investigation	2
<i>a. Assistance and/or referral</i>	1
<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	0
<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
3. Complaints Investigated	0
<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	0
• No benefit to complainant or person aggrieved	0
• Complaint abandoned	0
• Complaint withdrawn	0
• Complaint settled	0

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



Kim S. Carter
 Ombudsperson
 Province of British Columbia

11/04/2014

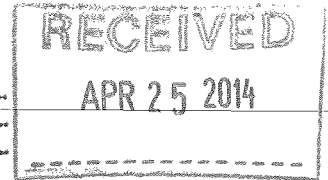


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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

VILLAGE OF LIONS BAY

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OTHER



Office of the Chair
Tel. 604 432-6215 Fax 604 451-6614

APR 17 2014

File: CR-07-01

Mayor Brenda Broughton and Council
Village of Lions Bay
400 Centre Rd
Lions Bay, BC V0N 2E0

BRENDA

Dear Mayor Broughton and Council:

Re: Report on "Future of the Region Sustainability Dialogues: Great City-Making Demands Innovation"

At its regular meeting of February 28 2014, the Metro Vancouver Board endorsed a recommendation to share the attached report, "Future of the Region Sustainability Dialogues: Great City-Making Demands Innovation", with member municipalities and other related agencies for their information and comment. The report details the discussion and outcomes of a recently held Metro Vancouver Sustainability Dialogue series on "Great City-Making Demands Innovation", and more specifically, examines the role that innovation plays in the development of modern cities, and how, why and when land use and transportation planning best serve and shape each other.

Please contact Heather Schoemaker, Metro Vancouver's External Relations Department Manager should you have any questions or comments about this letter or the attached report. She can be reached at 604-432-6364 (or via e-mail at heather.schoemaker@metrovancover.org).

Yours truly,

Greg Moore
Chair, Metro Vancouver Board

GM/HS/sc

Encl: Report – dated January 21, 2014, Future of the Region Sustainability Dialogues: "Great City-Making Demands Innovation" (8468943)

9288036

4330 Kingsway, Burnaby, BC, Canada V5H 4G8 • 604-432-6200 • www.metrovancover.org



metrovancover
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Intergovernmental and Administration Committee

From: Simon Cumming, Stakeholder Engagement Division Manager,
External Relations Department

Date: January 21, 2014 Meeting Date: February 6, 2013

Subject: **Future of the Region Sustainability Dialogues: "Great City-Making Demands Innovation"**

RECOMMENDATION

That the Board forward the January 14, 2014 report titled, "Future of the Region Sustainability Dialogues: Great City-Making Demands Innovation" to member municipalities and other interested agencies for their information and comment.

PURPOSE

To provide the Intergovernmental and Administration Committee with an update and overview of Metro Vancouver's November/December 2013 Sustainability Dialogues series, "Great City-Making Demands Innovation".

BACKGROUND

Metro Vancouver's Future of the Region Sustainability Dialogues, which have been hosted in partnership with local Chambers of Commerce and Boards of Trade since 2006, is a series of dynamic high-profile discussions intended to help decision-makers shape the future of the region by presenting a range of views to stimulate fresh thought on regional issues.

In November/December 2013, Metro Vancouver hosted, in collaboration with the City Program at Simon Fraser University and the visit of two planners from Brisbane, Australia, a dialogue series on the topic of innovation and city-making, in which dialogue participants were presented with the following scenario:

The world is urbanizing. Metropolitan regions are changing. Rapidly growing city regions are increasingly economically robust, culturally rich and socially equitable places to live, work and play. Creating sustainable and livable regions demands innovation, foresight, collaboration, and importantly, learning from other people and places. From Australia to Metro Vancouver, what lessons can we learn about how to creatively accommodate growth and density? What do we need to understand about how, why and when land use and transportation planning best serve or shape each other? What can our communities look like, feel like, when we've made the right investments? How do the roles played by transportation and land use planning change when shifting from a city to regional scale?

The Dialogues took place in Surrey (November 19), Vancouver (November 22), the Central Northeast (November 28) and the North Shore (December 10) with the two visiting Australian

8468943

Future of the Region Sustainability Dialogues: "Great City-Making Demands Innovation"

Intergovernmental and Administration Committee Meeting Date: February 6, 2014

Page 2 of 4

planners participating in the Surrey and Vancouver dialogues. A total of 213 participants attended the dialogues.

Panelists included:

- Greg Vann, CEO/Director, Buckley Vann Town Planning Consultants (Brisbane, Australia)
- Warren Rowe, BV International (Brisbane, Australia)
- Anthony Perl, Professor of Urban Studies and Political Science, Simon Fraser University
- Gary Penway, Director of Community Development, City of North Vancouver
- Randy Pecarski, Senior Planner, City of Vancouver
- Jon Stovell, President and CEO, Reliance Properties
- Tim Savoie, General Manager Development Services, City of Port Moody
- Gary Pooni, President, Brook & Associates
- Marc Josephson, Senior Development Manager, Grosvenor Americas
- Susan Haid, Manager, Sustainable Community Development, District of North Vancouver
- Greg Mitchell, Senior Planner and project manager, PCI Developments Corp.
- Don Luymes, Manager of Community planning, City of Surrey
- Beverly Grieve, Director of Development Services, City of New Westminster

DISCUSSION

Dialogue panelists and audience participants identified a number of key issues and considerations for managing land use, transportation planning and growth in a modern urban environment. These included:

General comments:

- Truly great cities have several common characteristics: they fully integrate transportation and community design; they offer appropriate access to amenities, multi-family settings, and easy access to a range of activities, all with short commutes; they preserve and protect the natural environment; and they make available a range of affordable housing options – and a variety of housing forms – to their citizens.
- Sustainable urban development must centre on collaboration between all stakeholders – consumers, developers, governments – otherwise it could be hampered by separate interests working at cross-purposes to each other.
- For the Metro Vancouver region, the biggest innovation challenge for decision makers and residents is transportation financing; without an adequately funded system, the Region Growth Strategy's vision for a livable and sustainable region that links Official Community Plans, Frequent Transit Development Areas and properly serviced and densified town centres will never be realized.

Innovation:

- Innovation is not a static concept, and successful innovation means doing something "out of the box" that is both different, and adds value.
- Innovation as it relates to city-making means embracing participatory planning, to mitigate risks; although this can cost more and means the allocation of more staff time, it delivers far superior results in the long run.

Future of the Region Sustainability Dialogues: "Great City-Making Demands Innovation"
 Intergovernmental and Administration Committee Meeting Date: February 6, 2014
 Page 3 of 4

- Innovation is often driven by the link between land use and the community's aspirations; each neighbourhood/community/town/city is different, and smart planning must respond to the specific and unique characteristics of each.

Transportation planning:

- Proposed transportation solutions must be supported by a robust business case analysis, and the best option may not be the cheapest one; transportation planning must take a long-range view that deliberately links with community design and future economic growth.
- Long-term land use and transportation plans must be adaptable enough to respond to future trends and challenges, and they should avoid falling into the trap of following the "sustainability trend of the month"; in Amsterdam, for instance, a concerted push to promoting increased bicycle use has led to congestion levels that have necessitated the development of other local transportation options.

Public Consultation:

- Urban planning must commit to a level of public consultation commensurate with both the intricacy of the plan being developed, and the risk of the initiative; the more complex and far-reaching the plan, the more public input must be sought.
- Public consultation, in turn, *must* include input from all those affected and involved: local residents and businesses, planners, designers, architects, elected officials, etc. (it takes "an entire village" to properly develop and implement a long-term vision for the area).

Transit Funding:

- The November transit referendum in BC potentially threatens future expansion of transit infrastructure in the Metro Vancouver region, and could offset much of the progress made in securing the sustainability of the region through initiatives such as the Agricultural Land Reserve and Metro Vancouver's Regional Growth Strategy.

Future Trends:

- Current demographic trends and the shrinking availability of land in the Metro Vancouver region have accelerated the "economics of sharing" – the transformation of existing assets so that they are exploited by greater numbers of people who individually take up less space – which in turn has forced the development of a political environment within which these sorts of decisions can be considered.
- Increased densities can introduce their own challenges: the recent Vancouver Foundation report that identified loneliness as a primary concern for citizens in the greater Vancouver area means that the redevelopment of neighbourhoods from single-family homes to multi-unit residences necessitates improved design of the built form to encourage and improve human interaction (i.e. things like wide staircases and community gardens that provide people with an opportunity to engage with their neighbours on a meaningful and ongoing basis).

ALTERNATIVES

1. That the Board forward the January 14 2014 report titled, "Future of the Region Sustainability Dialogues: Great City-Making Demands Innovation" to member municipalities and other interested agencies for their information and comment.
2. That the Board receive this report for information and take no further action at this time.

Future of the Region Sustainability Dialogues: "Great City-Making Demands Innovation"

Intergovernmental and Administration Committee Meeting Date: February 6, 2014

Page 4 of 4

FINANCIAL IMPLICATIONS

The Future of the Region Sustainability Dialogues form an important component of Metro Vancouver's outreach and engagement efforts. The budget for the 2013 Sustainability Dialogues series was included in the Board-approved 2013 budget for the External Relations Department.

SUMMARY / CONCLUSION

The Future of the Region Sustainability Dialogues continue to play a key role in stimulating broad discussions on topics of importance to the Metro Vancouver region, and in positioning Metro Vancouver as a high-level convener of stakeholders to engage in such discussions. The November/December 2013 series on "Great City-Making Demands Innovation" represented a unique opportunity to bring in the perspective of experienced planners from Brisbane, Australia on how city-making and urban growth are managed from the Australian perspective, and to compare those strategies to those employed in the Metro Vancouver region.

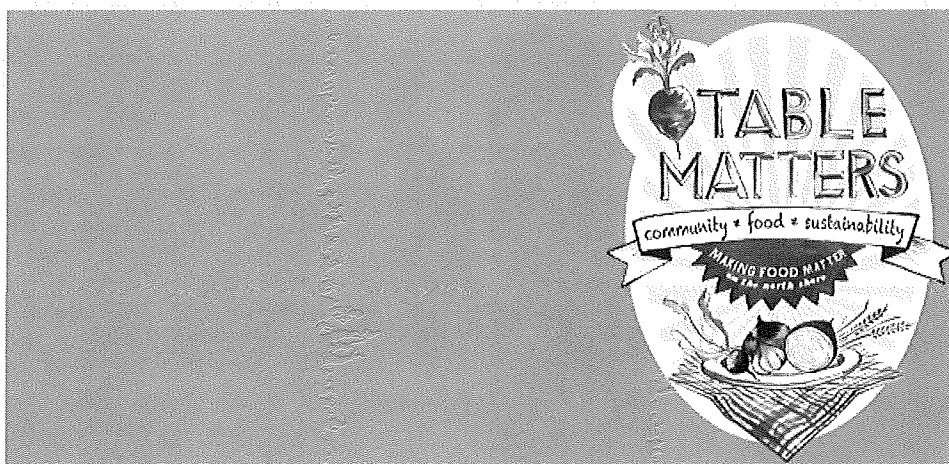
Lions Bay Reception

From: Table Matters <info=tablematters.ca@mail129.us2.mcsv.net> on behalf of Table Matters <info@tablematters.ca>
Sent: Thursday, April 24, 2014 12:47 PM
To: Lions Bay Reception
Subject: Table Matters News: Food Charter up for Endorsement in West Vancouver

Follow Up Flag: Follow up
Flag Status: Flagged

North Shore Table Matters Network

[View this email in your browser.](#)



NORTH SHORE TABLE MATTERS

Food Charter on the Agenda in West Vancouver

April 2014

Please come to the West Vancouver District Council meeting on Monday, April 28 to encourage Council members to endorse the North Shore Food Charter.


HELP THE CAUSE

You can help grow a sustainable food system on the North Shore



Show your enthusiasm for food issues to Council by speaking in the public input part of the meeting at 7pm. You don't need to stay for the whole meeting. West Vancouver Council Address: 750 - 17 St, West Vancouver.

 SHARE THIS EMAIL

 FOLLOW on TWITTER

 LIKE on FACEBOOK

The North Shore Food Charter has now been endorsed by North Vancouver District, North Vancouver City and School Districts 44 and 45! Further presentations are coming up!

Just Eat It - Movie Premiere!

The documentary Just Eat It: A Food Waste Story will be coming to Vancouver on May 22. No location has been announced yet. A trailer for the film can be seen at <https://www.youtube.com/watch?v=urp4lgPgu1M> or at www.foodwastemovie.com. Stay tuned for more info!

Table Matters Network

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Vancouver Coastal Health
3625 Banff Court
North Vancouver, British Columbia V7H 2Z8
Canada

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**AUDITOR GENERAL FOR
LOCAL GOVERNMENT**

ACCESSIBILITY · INDEPENDENCE · TRANSPARENCY · PERFORMANCE



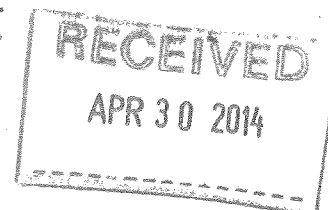
**BRITISH
COLUMBIA**

April 29, 2014

VILLAGE OF LIONS BAY
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Ref. 14-78

To: Mayors and Councillors
Chairs and Directors of Regional District Boards
Chairs and Directors of Greater Boards



Greetings to All:

I am pleased to inform you that my office will be releasing our first performance audit report under the topic of “Learnings from Local Government Capital Procurement Projects and Asset Management Programs.” This report will be posted to the AGLG website www.aglg.ca on Wednesday, April 30 at 10 a.m.

We will also publish a Perspectives series booklet “Oversight of Capital Project Planning & Procurement” to the AGLG website. In addition to conducting performance audits, our mandate includes helping local governments be accountable to their communities for how well they take care of public assets and achieve value for money in their operations. These booklets complement our performance audit reports by providing local governments across British Columbia with useful information related to the topics we examine through our audits.

I always appreciate receiving feedback from local governments on all aspects of the work of our office, so I welcome your comments on the reports to be issued tomorrow.

Sincerely,

Basia Ruta, CPA, CA
Auditor General for Local Government

pc: Chief Administrative Officers

Lions Bay Reception

From: Mandy Koonts
Sent: Wednesday, April 30, 2014 3:25 PM
To: Lions Bay Reception
Subject: FW: Representation at the North Shore Early and Middle Years Planning Tables
Attachments: MCM Executive Summary 2014.docx; WECAN Executive Summary 2014.doc

Incoming correspondence please.

VILLAGE OF LIONS BAY ✓
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Mandy Koonts
Municipal Coordinator



(604) 921-9333 ext. 103

www.lionsbay.ca

From: Fran Jones [mailto:fran.jones@nscr.bc.ca]
Sent: Tuesday, April 29, 2014 12:49 PM
To: Council @ Lions Bay; Mandy Koonts
Subject: Representation at the North Shore Early and Middle Years Planning Tables

Hello, Lions Bay Council Members,

The North Shore Early and Middle Years Planning Tables, funded through the United Way of the Lower Mainland, are a collaboration of agencies and organizations working together to provide programs, services, education and support to families with children 0-12. While Lions Bay is represented through the participation of the West Vancouver School District, we would be most interested in encouraging other community representatives to join us. I have attached the Executive Summary for both Planning Tables for you information. I would be pleased to come to Lions Bay to meet with you to discuss other opportunities to connect Lions Bay with our initiatives and supports.

I look forward to hearing from you!

Fran Jones
Early and Middle Years Community Development Coordinator
North Shore Community Resources
#201-935 Marine Drive
North Vancouver, V7P 1S3
Ph: 604-982-3321
Email: fran.jones@nscr.bc.ca



Middle Childhood Matters Executive Summary

February 7, 2011

The **Middle Childhood Matters (MCM) Table Planning Table of the North Shore** supports children 6-12 and their families, primarily in their out of school time. It was developed in 2007, and is presently comprised of approximately 20 agencies and organizations that support children 6-12 and their families. The MCM Planning Table Coordination is funded through United Way of the Lower Mainland, and its activities supported through the UWLM Schools' Out Grant. North Shore Community Resources is the host agency.

Terms of Reference

Vision

A community where children 6-12 thrive

Mission

To increase the capacity of the North Shore community to collaboratively provide opportunities and supports for school-aged children and their families that support social/emotional competence, physical health and well-being, and connectedness to parents, peers, school and the community

Terms of Reference

The North Shore *WECAN* Partners are committed to a planning model that:

- Is child and family centered
- Is based on consensus and collaboration
- Is inclusive, enabling all community voices to be heard
- Demonstrates respect for community and parent expertise
- Provides programs that reach the hard-to-reach
- Develops programs that are research-based
- Builds on the strengths of existing programs and relationships

Middle Childhood Matters Goals

The MCM Goals were developed from a Strategic Planning Process conducted in 2007. These are presently under review by the MCM Planning Table.

1. School-Community Partnerships

To increase the participation of school-aged children in developmentally appropriate and affordable out-of-school time activities.

- Develop an agreement between public partners to outline roles and responsibilities for shared use of school facilities and staff. (A strong “handshake agreement” exists between school district and recreation centre management to enable after-school programming, and provide appropriate criteria for programming to other school-site providers)
- Develop out-of-school time programming on school sites. (Ten schools presently participate in MCM after-school programming with recCentre programming and leadership; More will be added in 2011/2012, thanks to funding from the North Shore Community foundation.)
- Improve transportation options to move children from school to recreation facilities before and after school. (Walking programs are being piloted at several sites; The MCM Transportation Committee is working on obtaining free transportation for pre-teens and youth for Youth Week through TransLink))

2. Community Awareness

To increase the capacity of the North Shore community to support the developmental needs of school age children in their out-of-school time through the provision of information and resources

- Provide information to parents and children about the range , locations and availability of activities and opportunities for school-aged children in their out-of-school time (At present, Connect for Kids website, community events, fairs, through school districts, planning table meetings)
- Provide information and resources to parents that will enable them to better support the developmental needs of their school-age children, with a particular focus on pre-teens (Research and program presentations to school districts, municipalities; Something Cool for After School Fair; Connect for Kids website)

Identified priorities for funding focus and program distribution are:

- Pre-teens
 - Immigrant
 - low-income
 - isolated from program facilities

The MCM Planning Table

The MCM Planning Table Partners meet five times per year to exchange information, discuss and decide upon activities and projects that support stated goals, and network.

Sub-committees provide leadership for goal attainment, and assume responsibility for coordination of collaborative projects and activities

The coordinator of MCM sits on several related community committees in order to provide and gather information, add insight, assist with decision-making, and encourage a collaborative, cooperative approach to meeting the needs of families with school-age children. She also organizes and participates in a variety of presentations and events that will assist with the MCM Mission.

Conclusion:

MCM provides leadership, coordination, research data, information and resources that increase the capacity of the North Shore community to better meet the needs of all children 6-12 years old and their families, primarily in their out-of-school time. Shore.

MCM Partners:

United Way of the Lower mainland
Vancouver Coastal Health
Ministry of Children and Family Development
City of North Vancouver
District of North Vancouver
District of West Vancouver
North Vancouver School board
West Vancouver School Board
North Vancouver Recreation Commission
West Vancouver Community Centre
West Vancouver Library
Capilano Community Services
Family Services of the North Shore
North Shore Child Care Resource and Referral
North Shore Disability Resource Centre
North Shore Multicultural Society
North Shore Neighbourhood House
North Shore Community Resources
NorVan Boys and Girls Club
Parkgate Community Services

Prepared by Fran Jones, MCM Coordinator



WECAN Executive Summary

April, 2014

WECAN is the Early Childhood Development Planning Table of the North Shore. It was developed in 2003, and is presently comprised of approximately 30 agencies and organizations that support early childhood development on the North Shore. The activities of WECAN are largely funded through *Success by 6*, an initiative of United Way of the Lower Mainland. North Shore Community Resources is the host agency.

Terms of Reference

Vision

A community where children 0-6 and their families thrive

Mission

To increase the capacity of the North Shore community to collaboratively provide inclusive programs, information and resources for children 0-6 and their families that support cognitive, physical, social and emotional health, safety and responsible engagement

Guiding Principals

The North Shore *WECAN* Partners are committed to a planning model that:

- Is child and family centered
- Is based on consensus and collaboration
- Demonstrates respect for community and parent expertise
- Supports opportunities and programs that are inclusive and appropriate
- Provides programs and services that identify and address barriers
- Provides programs that reach the hard-to-reach
- Provides universal support for children 0-6 and their families
- Develops programs that are research-based, built on relevant EDI, community and early childhood data
- Builds on the strengths of, and recognizes the diversity of, existing programs and relationships

WECAN Goals

The WECAN goals are developed from the four organizers for the United Way of the Lower Mainland's Children 0-6 Initiative:

1. Community Capacity

To increase the capacity of North Shore agencies and organizations to work collaboratively to provide effective programs and services for children 0-6 and their families and caregivers across the North Shore:

- Provide a cross-sectoral forum for agencies and organizations to collaborate to reduce barriers and address goals and over-laps through the five annual WECAN Planning Table meetings, WECAN sub-committee meetings and coordinator presence on up to 10 other North Shore Committees working with families and young children,
- Collect and use research to inform decision making (EDI, Census, Provincial ECD Evaluation, and local research). For example, the "Hard to Reach" study conducted for WECAN through Arbor Research, identified barriers to participation and retention in support programs, and indicated possible solutions. The EDI data identified possible locations for North Shore StrongStart programming, and encouraged planners to look at the large number of vulnerable children living outside targeted areas.
- Encourage a universal approach to the expansion and distribution of programs and services. Research indicates that 80% of vulnerable children are not living in targeted areas. This awareness has seen more programs and services based outside core targeted areas.
- Increase community awareness of and support for child rights and family friendly communities

2. Parent/Caregiver Education and Support

To increase the ability of parents and caregivers to meet the physical, social, emotional and cognitive developmental needs of their young children through education and support programs:

- Provide information, materials and resources to parents and caregivers that inform them about developmental needs. The WECAN funded WHEELS van, well stocked with materials and resources from providers and from other sources, are distributed across the North Shore at community events, parks, drop-in programs, community centres and fairs.
- Provide funding to enable parent/caregiver education and support activities. Training for child care workers to better meet the needs of children with challenging behaviours has been funded for three years. Workshops on plain language writing as also been supported.
- Provide funding information and advocacy to improve distribution of programs and services across the North Shore. Through connections to funding sources

such as United Way of the Lower Mainland, Literacy Now, and municipal granting processes, a large number of family strengthening program and services are made possible.

A Parent Education and Support sub-committee meets to assist with the organization and promotion this goal.

3. Healthy Development and Early Learning

To increase opportunities for young children to be engaged in quality early learning and care environments

- Identify and provide information and resources to parents and caregivers about available early learning/literacy programming. This is primarily accomplished through liaising with school district early learning coordinators, public libraries and various agencies. Connect for Kids website is an excellent link to considerable early learning information.
- Increase community awareness of existing programs and services through WHEELS, Connect for Kids, committee work, and presence at community events
- Increase community awareness about the need for quality early learning and care by supporting the work of the North Shore Child Care Planning Committee

The Healthy Development and Early Learning sub-committee meets to assist with the organization and promotion this goal.

4. Healthy Mothers, Healthy Infants

To increase infant health and well-being through pre- and post- natal information and resources for pregnant women and mothers of infants

- Provide WECAN agencies and organizations with comprehensive information about health and wellness programs targeting pregnant mothers and their infants. This is primarily accomplished through links to Vancouver Coastal Health, and disseminated through Green Book Junior and Connect for Kids.
- Provide pregnant mothers and mothers with infants with health and wellness information

Identified priorities for funding focus and program distribution are:

- Expanding programs and services for pregnant women and infants
- Expanding and redistributing programs for immigrants, single parents, males , caregivers, and Aboriginal families
- Expanding and redistributing family counselling opportunities in existing parent/child facilities
- Increasing community awareness initiatives that will lead to a better informed and better served population

WECAN Planning Table

The activities of the WECAN Planning Table are supported by the Community Planning Partnership Grant from United Way of the Lower Mainland (Success by 6). Several agencies providing services to families with young children are funded through a series of Community Project Grants funded through the WECAN connection to United Way of the Lower Mainland. These include the Daddy and Me Program at John Braithwaite, the Key Elements of Professional Nanny Care at North Shore Community Resources.

WECAN Planning Table Partners meet five times per year to exchange information, discuss and decide upon activities and projects that support stated goals, participate in professional development activities, and network.

Sub-committees provide leadership for goal attainment, and assume responsibility for coordination of collaborative projects and activities

The coordinator of WECAN sits on many related community committees in order to provide and gather information, add insight, assist with decision-making, and encourage a collaborative, cooperative approach to meeting the needs of families with young children. She also organizes and participates in a variety of presentations and events that will assist with the WECAN Mission.

WECAN sponsors the WHEELS Program. WHEELS is a mobile outreach project that makes use of program coordinators and a large, colourful van to support families of children 0-6 who are isolated by language, culture, poverty, geography, or lack of knowledge of existing programs and services. WHEELS delivers information, resources, and parent support activities to parks, recreation centres, StrongStart and drop-in programs, the Food Bank, community events, and fairs.

Conclusion:

WECAN provides leadership, coordination, research data, information and resources that are increasing the capacity of the North Shore community to better meet the needs of all children 0-6 and their families across the North Shore.

WECAN Partners:

Public Partners

United Way of the Lower Mainland
 Vancouver Coastal Health
 Ministry of Children and Family Development
 City of North Vancouver
 District of North Vancouver
 District of West Vancouver
 North Vancouver School Board

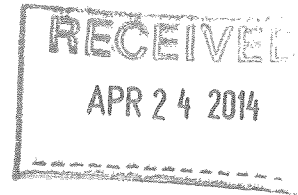
West Vancouver School Board
North Vancouver Recreation Commission
West Vancouver Community Centre
North Vancouver District Public Library
West Vancouver Memorial Library
StrongStart

Agencies and Programs

Bowen Island Family Place
CAPC Program
Capilano Littlest Ones School
JBCC Family Programs
PCD Parent Program
Family Services of the North Shore
Lonsdale Creek Preschool
North Shore Child Care Resource and Referral
North Shore Community Resources
North Shore Multicultural Society
North Shore Neighbourhood House
St. Catherine's Preschool
North Shore Supported Child Development Program
West Vancouver Child and Family Program
West Vancouver Family Place
So-Sah-Latch (Squamish Nation)
St. Catherine's Preschool
Tsleil Waututh Family Centre

Prepared by Fran Jones, WECAN Coordinator

#201-935 Marine Drive North Vancouver, BC V7P 1S3 Phone: 604-982-3321 Fax: 604-985-0645



April 15, 2014.

Mayor Broughton and members of the Council,
Village of Lions Bay
P O Box 141, 400 Centre Road
Lions Bay
B C
V0N 2E0

Re: Filming

Dear Mayor Broughton and members of the Council,

We, the undersigned, strongly affirm and support the filming bylaw in its present form and oppose its change. It was carefully established after much thoughtful discussion and has served our neighbourhood extremely well, allowing us to enjoy the tranquility and common purpose in the Lower Kevin Grove area over the years.

Recently, we were disappointed when there were attempts by some member(s) of the Council to hold meeting on this issue without notifying the residents, especially those who are most directly and adversely affected. While the motives were never explained, such efforts undermined trust and gave the perception of bias and cover up. After vigorous protest, this future meeting, which we fully intend to participate, is now scheduled on a later date. In any democratic process, integrity in the decision making is paramount.

Should there be any change in the meeting on Monday, April 28, 2014 at 6 pm in the Village Hall, please let each one of us know individually. Thank you.

Our first approach will be to work cordially with all of you to maintain the current bylaw and rebuild the confidence between us. We have to react to this potential change imposed negatively upon us and do not want to take up your precious time as we express our opposition. You are busy enough. There are many pressing concerns in the Village right now that require your fuller attention, including budgetary and legal issues. Many residents are well aware of your efforts.

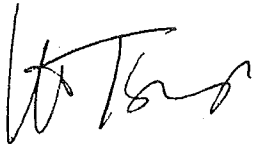
Even though we have lost some confidence in the Council on this issue for the understandable reasons stated above, we still hope that you will listen to us with greater focus. However, if the Council insists on changing the bylaw, which will undoubtedly disturbed our entire neighbourhood again, we may have to take a more active stand and reluctantly seek further advice as a last resort.

Naturally, we hope that this issue can be quickly resolved without further confrontation on either side. It will only generate unnecessary mistrust and animosity from all of us, which tend to aggravate working relationship in the future. There is much to lose and little to gain by raising this question time and time again. Please do not under-estimate our determination.

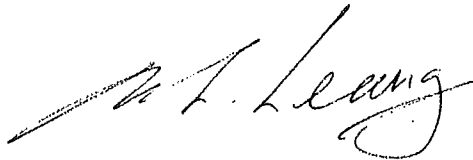
Therefore, we respectfully ask you to keep the present filming bylaw in its current form. Like you, we enjoy the serenity and beauty of Lions Bay in our own way, without any commercial interference from the outside.

Yours sincerely,

80 Tidewater Way



John Tsang MD.



Eileen Leung MD.

90 Tidewater Way

MARK HIRST

ANGELA HIRST

Scott Hirst

Alex Hirst


100 Tidewater Way

Kambi B. Bordegam
100 Tide water way

95 Tidewater way

Heidi Xun Li

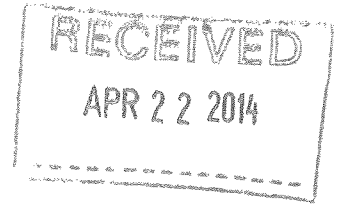
Chunming Shao



75 Tidewater Way



The Simpson's



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

April 21, 2014

Mayor Broughton and members of the Council
Village of Lions Bay,

Re: filming

Dear Mayor Broughton and members of the Council,

It has come to my attention through meetings with the neighbors on Sweetwater Place that there are meetings planned to change the filming bylaw's from the present form to a bylaw that is more favorable to the film companies and not the residents. It was also indicated that the new / proposed bylaws do not take into account the affect that filming has on the immediate neighbors close to the filming.

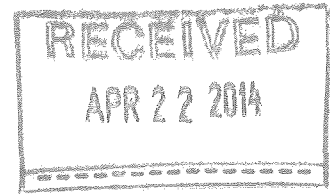
I feel that for any changes to the rules to be proposed it is critical to include the members of the Village who are directly affected by these changes in any discussion or decision making process with regards to changes to existing bylaws.

I wish to be included in the meeting on Monday, April 28, 2014, to hear and understand any proposed changes to the bylaws. Should this date be changed for the discussion of this subject, please ensure that I am made aware of the new date so that I can plan to attend the meeting.

Sincerely,

Rob & Deb Simpson
#50 Sweetwater Place

The Simpson's
Box 242
Lions Bay, BC
VON 2E0
604-312-3771



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

April 22, 2014

The Mayor and Council of Lions Bay
 Re: Filming Policy

I've been very actively involved with the whole topic of "Filming" in Lions Bay since early 2004, when I was a member of the original committee struck by Mayor Wyman to do a broad assessment of the issue, towards recommended guidelines.

At that time I was the only member of the 4-person Advisory Committee who represented Lower Kelvin Grove, which was the location of most of the filming being done in Lions Ba, then, and still at present.

I was therefore, the only member who could provide first hand verification of the serious intrusion that filming has on the ability to enjoy peace and quiet in one's home.

Since that time, there were various "policies" adopted, most of which were neither properly administered, nor were they enforced with any level of effectiveness.

As the film industry professionals will attest, the general attitude to location shoots, is that it's easier to get forgiveness than to get permission. Tell them what they want to hear, then do what you need to do.

The only truly thorough and realistic investigation of the functioning parameters of filming, was spearheaded by Ms. Ruth Simon, when she was given that task, while serving as a very able and dedicated Council Member.

The harsh reality always has been, and still is, that the vast majority of Lions Bay residents have no idea of what it is like to have a film being made in their immediate neighbourhood.

The full impact is difficult to fully comprehend unless one has been unfortunate enough to have to live through it.

- The set up trucks arriving at 5 am: they do not just arrive and park: they stop with the engines running, get out and loudly discuss with the other drivers, who parks where: then they reposition the vehicles, and as they all have noisy "back up alarms", this is extremely intrusive.
- The generators running all the time they are on site.
- Loud discussions on Walkie Talkies, and shouted instructions.
- The crowd around the food truck.
- The repositioning of vehicles throughout the day (and night?)
- The extremely bright lights with evening and night time filming.
- The packing up and leaving each day after filming, requiring acceleration to get up the hill.

All of these combine to make a farce of "peaceful enjoyment" of one's home and neighborhood.

This is a residential area, not a commercial / industrial complex.

Consideration and approval of such horrendously intrusive commercial activities should always be predominantly in the hands of the "affected residents", which was the wise core concept of the Policy created under the guidance of Ruth Simon.

A review of every Lions Bay planning document, up to and including the OCP, all contain as a core precept, that the "peaceful enjoyment" of one's home and neighbourhood is to be a "fundamental guiding factor" in all aspects of how the Village of Lions Bay is to be administered and actually function on a daily ongoing basis.

The residents of the affected area of Lower Kelvin Grove are aghast that there are tentative plans to "revisit and modify" the existing Filming Policy.

That Policy currently protects the fundamental rights of the residents in the same manner as all other residents of Lions Bay would demand that their right to peace and quiet be protected by the Officials they elected to do so.

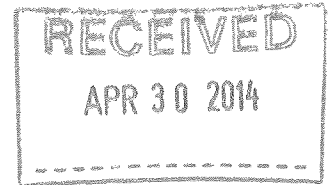
My immediate neighbours and I adamantly oppose changing the existing Policy, which is practical, fair, and just.

Yours Sincerely,

David Torrance

42 Sweetwater Place

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



To: Mayor Broughton and Lions Bay Counselors

From: Victoria Rogers & Kim Mailey (owners 185 Tidewater Way, Lions Bay, BC)

RE: Lions Bay Filming Bylaw – April 30, 2014

With fifteen years of experience renting our Lions Bay home to the BC Film Industry, we would like to offer our services in the re-evaluation of the current Lions Bay Filming Bylaw.

We propose that the Film Committee considers asking us to be an “expert witness” to assist in creating a comprehensive collection of data in evaluating the fairness and effectiveness of our current Filming Bylaw.

We further propose that every household in Lions Bay should be polled to determine what our community desires regarding filming. We believe the Village will vote in favour of changing the existing bylaw in Kelvin Grove..... the existing policy, which requires 100 percent polling approval from select households, is clearly undemocratic. Furthermore, is there anywhere else in this province with a filming bylaw which allows one household to control the interests of the entire community?

In March 2014, the Film Policy Committee identified the following benefits to our community from filming: village revenue generation; supporting the BC film industry; community building; neighborhood legacies and; raising the profile of Lions Bay with resulting increases in our real estate values. We propose that these benefits should not be dismissed simply because there is one household leading a smear campaign on filming in our Lower Kelvin Grove. Such derogatory actions, reflect the serious imbalance of power by one citizen due to the existing polling policy. This power imbalance needs to be corrected by eliminating the neighborhood polling policy and allowing Lions Bay to speak for its greater good.

We welcome the opportunity to share our rental experiences to further shape the bylaw. Polling is simply the first issue that should be addressed so that civilized, and constructive working sessions can take place. We realize this memo does not address other bylaw issues we know are problematic, but it is too herculean a task to summarize fifteen years of data on a single one page memo.

Thank you for your consideration.

Mandy Koonts

From: Penny Nelson <pennynelson@gmail.com>
Sent: Thursday, May 01, 2014 11:37 AM
To: Fred Bain; Joanne Ronsley; Ron McLaughlin; Scott Ando; coxtony@shaw.ca
Cc: Lions Bay Reception; 'Neville Abbott'
Subject: Trees at the entrance to the village on Isleview
Attachments: Messy ditch - LR.JPG; hackjob1 - LR.JPG

Follow Up Flag: Follow up
Flag Status: Completed

Council/Tree Committee,

After reading the correspondence about tree cutting on Isleview in the last agenda package, I spoke to several residents on that street and went to look at the devastation. Those trees are not only the entrance to Isleview, they are also at the entrance to the village as one enters from the north and the exit as one leaves under the bridge. As such, all residents have the right to be upset about the unsightliness of the work done, but my sympathies lie with the immediate neighbours in particular. We know how they feel.

I can't help but look at how the work on Isleview was done and compare it to our own application for a tree permit (turned down several times without reasons being given), and the more recent hack job performed in front of our property by the works crew and resultant mess (pictures attached) in which we had no say whatsoever.

We would like answers from council to the following questions.

1. Given how close some of the Isleview trees are to the street, it is very likely several are on the municipal easement and hence tree permits should have been obtained. Mr Povill is likely unaware of the easements in the village, but Michael Broughton should be well aware of them. We can find no record of a permit being approved by council. Do the Tree Committee and council propose to determine whether any of the topped trees are on municipal land? If they are, what action will be taken? In our case, the onus is on us to prove where trees are located. Why does Michael Broughton as chair of the strata not have to do the same?
2. Had a permit been granted to Michael Broughton/the strata, the tree policy is very specific about the topping of trees. It states: "Topping will be a last consideration when dealing with tall trees, and will rarely, if ever, be approved". The trees have been topped without any consideration of the Tree Policy. What action do the Tree Committee and council intend to take given Michael Broughton/the strata's disregard of the policy?
3. Had a permit been applied for, Isleview neighbours would have had the opportunity to comment on the work. Given the obvious objections from several adjacent neighbours, would the Tree Committee have recommended that a tree permit be issued had they done so? Would council have approved it? Our case set a precedent: one objection was allowed to determine the outcome of our tree permit application each time, even though it initially arrived two weeks after the first 30 day period stipulated in the bylaw had passed. Hence a permit application for the work on Isleview should similarly have been denied given the objections.
4. In a council meeting on March 19th, 2013, the minutes indicate that "Council discussed the recent unauthorized cutting of trees at Kelvin Grove Beach Park car park, and confirmed Council's view that bylaws must be upheld and sanctions enforced where possible". Does council intend to do that in this instance? Will the Bylaw Officer be tasked with investigating this potential Tree Bylaw infringement? Will

Michael Broughton/the strata be fined if it is determined that some of the altered Isleview trees are on municipal land?

5. In terms of the provincial Riparian Areas Regulation, which functions in conjunction with DFO's Fisheries Act, the area within 30m of a watercourse is protected and subject to strict guidelines. The removal or alteration of vegetation and the resultant disturbance of soil in these zones are two of the most important focuses of the RAR. The trees topped by Michael Broughton/the strata appear to be within the 30m riparian assessment zone of the creek. The RAR applies to both private and public land. As far as I can tell, a qualified environmental professional (QEP) was not consulted before the work was done, as the RAR requires. The owner of the lot in question, Mr Povill, is also accountable in this instance if the trees on his land are within 30m of the creek. How does the village plan to respond if the RAR has not been complied with?

With regards the unsightly and irrevocable work done on the edge of our property:

1. Why were we not consulted when trees were taken down and cut back in front of our property? Several were of the size that would have required a tree permit had we wanted to remove them. For the record, we would NOT have been in favour of some of them being removed. As with other residents, we should have been consulted at bare minimum and been given the option of doing the work ourselves at worst. At the time, notices were posted at the mail boxes informing residents that work would be done on Panorama and Stewart, but there was no warning of work to be done on Sunset. The cutting in front of our property was so drastic that the listing realtor for 130 Sunset asked me who was responsible. As you will see in the pictures, wood chippings and branches were dumped in the ditch and on the bank in front of our lot. This detracts from what we are working to achieve on our property.
2. These trees were not infringing on the street or sightlines around corners (or any of the reasons suggested in Schedule E of the Tree Bylaw). Who decided the work was necessary and on what grounds?
3. Why were branches overhanging the street on the trees obscuring our view to the north left untouched if this was a bona fide general cleanup on Sunset?

We followed the Tree Bylaw and were prepared to compromise and yet have not been able to regain the view we lost, and this latest work added insult to injury.

The several residents I spoke to on Isleview felt that bad feelings had been whipped up between neighbours during this issue. We had the same experience on Sunset Drive. This is not good for any neighbourhood. In our view the equitable application of bylaws is key in maintaining harmony.

In addition, property values are extremely important to homeowners, as is their enjoyment of their properties. These are strong reasons for the Tree Bylaw to be applied fairly and equally. Decisions should not be based on who is friends with or is married to whom.

Although Councillor McLaughlin has not responded to Neville's recent query with regards our tree permit application, and has told the Tree Committee not to respond, we are entitled to as prompt a response to our questions as others have had to their questions and complaints. I have not included the mayor in this correspondence: it would be a conflict of interest if she attempted to influence the matter, or pass the mail on to Michael Broughton/the strata.

Penny Nelson

(604) 922-5290
(250) 202-2195

PO Box 531 / 125 Sunset Drive,
Lions Bay BC V0N 2E0
CANADA







MORRISON HERSHFIELD

Project #: 5131106

Landfill Inventory and Closure Status Assessment Study

SUMMARY REPORT

Submitted to:

Metro Vancouver
Purchasing & Mail Reception
5th Floor, 4330 Kingsway
Burnaby, BC, V5H 4G8

Submitted by:

Todd Baker, P.Eng
Senior Environmental Engineer
Morrison Hershfield Ltd.
Suite 310, 4321 Still Creek Drive
Burnaby, BC, V5C 6S7

Email: tbaker@morrisonhershfield.com

Tel: 604 – 454-0402

Fax: 604 – 454-0403

Project No.5131106.00

March 19, 2014

C:\USERS\NPEDERSEN\DESKTOP\NEW FOLDER (2)\5131106 SUMMARY REPORT
MARCH19_2014_TCB.DOCX



MORRISON HERSHFIELD

March 19, 2014

Lyn Ross, Eng.L.
Metro Vancouver
5th Floor, 4330 Kingsway
Burnaby, B.C.
V5H 4G8

**Re: Landfill Inventory and Closure Status Assessment Study,
SUMMARY REPORT**

Dear Mr. Ross,

Morrison Hershfield is pleased to submit the attached report summarizing the findings of the Landfill Inventory and Closure Status Assessment Study. The main report provides an overall summary of the project, the closure assessment strategy and the status of the sites on the inventory list. The appendices include the site-specific screening and closure status assessment reports.

We have enjoyed working on this project with you and the member municipalities. We look forward to your feedback on the report.

Regards,

Morrison Hershfield Limited

Todd Baker, P.Eng
Senior Environmental Engineer

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1. INTRODUCTION

Metro Vancouver was issued a number of conditions of approval by the Ministry of Environment (MoE) on July 22, 2011 associated with their Integrated Solid Waste and Resource Management Plan (ISWRMP). This report addresses portions of condition #5 from the MoE approval letter, related to determining the closure status of all known municipal and regional landfill sites in the region.

Condition #5 from the MoE approval letter of the ISWRMP directs Metro Vancouver, in association with its member municipal partners to:

- a) *Generate, by December 31, 2012, a list of all known municipal and regional landfill sites in the region and submit it in the subsequent solid waste management plan biennial report;*
- b) *Determine the closure status of the landfills identified under (a) above by December 31, 2013;*
- c) *Ensure closure plans are in place by December 31, 2016 for all landfills identified in (a) above, with appropriate Ministry authorizations, and;*
- d) *Submit, in the 2017 biennial report, a status summary.*

Metro Vancouver previously submitted a list of known municipal and regional landfill sites to the MoE in compliance with (a) above. The purpose of this report is to determine the closure status of each of the identified landfills, to meet condition (b) above.

The report has been structured to demonstrate the approach and rationale for determining closure status of each landfill site. The methodology and closure assessment strategy and criteria are outlined in Section 2. Section 3 summarizes the inventory of known sites that have subsequently been evaluated. Section 4 summarizes the initial closure status review to identify sites with existing approved closure plans (or equivalent) or have closure plans in development. Sites identified with approved closure plans, or closure plan in development, were screened out from further assessment. The results of the closure assessments for the remaining sites are summarized in Section 5. Individual site closure assessment reports are appended to the report.

1.1 SCOPE

The overall project methodology consisted of five primary tasks, as follows.

1. Project start-up and background review
2. Initial closure status review and archival search
3. Site reconnaissance visits
4. Reporting
5. Project management

The project was initiated on October 21, 2013 with a meeting at the Metro Vancouver office. A request for site screening information was sent to municipalities on October 23, 2013. Archival information reviews and site reconnaissance visits were undertaken in October, November and the early part of December, 2013. Site-specific screening and assessment reports were prepared and submitted in draft in November and December, 2013. A review of archival information was also undertaken at the Ministry of Environment office in Surrey on Tuesday, November 5, 2013.

2. CLOSURE ASSESSMENT STRATEGY

At the beginning of the project Morrison Hershfield prepared a draft closure assessment strategy that was documented in a technical memorandum dated October 23, 2013 and reviewed with Metro Vancouver and member municipalities. The draft assessment strategy was also reviewed with Ministry of Environment staff during a meeting held at MoE offices on October 29, 2013. The final strategy, incorporating input obtained from Metro Vancouver, member municipalities and MoE, is outlined below.

2.1 OVERALL APPROACH

An initial closure status review was completed to identify sites with existing approved closure plans (or equivalent) or those with closure plans in development. Other than documenting the approval of a closure plan or the status of the closure planning work in progress, landfills having one of the following were not assessed further:

- a) A closure plan or equivalent plan approved by the Ministry of Environment (MoE);
- b) A Certificate of Compliance (COC); or
- a) Either a completed landfill Closure Plan, Closure plan in development or Certificate of Compliance (COC) under the Contaminated Sites Regulation in development (e.g. Approval-In-Principle, application for Approval-In-Principle or application for COC).

These criteria have been referred to as the “initial screening criteria” for the purposes of this study. Site-specific reports were prepared for each site that was screened from further assessment, as discussed in Section 4.

Landfills that did not meet the conditions above required an archival search for information relating to landfill closure and site reconnaissance visits. The following steps were undertaken to assess the closure status of each site.

1. Initial Closure Status Review – Request and obtain information that will allow sites to be pre-screened and excluded from further action, as per the conditions above.
2. Archival Search – Coordinate with the municipalities and Metro Vancouver to obtain and review relevant site information.
3. Site Reconnaissance Visits – Verify information obtained during the archival search and assess closure in accordance with the closure assessment criteria.

2.2 CLOSURE ASSESSMENT CRITERIA

For sites that required a more detailed assessment of closure status, two sets of criteria were used to determine the closure status.

- A. Regulatory requirements and relevant Provincial landfill guidelines
 - a. Assessed compliance with relevant Permits and Operational Certificates
 - b. Assessed closure status against relevant Provincial guidelines:

- i. For sites that closed prior to 1993 (when the BC Landfill Criteria for Municipal Solid Waste came into effect), the Operational Guidelines for the Discharge of Refuse on Land (BC MoE, 1971) were used;
 - ii. For sites that were active or closed after 1993, the BC Landfill Criteria were used.
- B. Best practices for landfill closure and post-closure, based on professional experience and judgment
- a. Assessed closure status against best practices requirements for protection of the environment and human health (outlined further in Section 2.4).

The intent with applying both regulatory and best practices criteria was to assess each site in a pragmatic way to determine whether it has been closed and whether any further work may be required to close the site or improve the site in its post-closure phase. The intent was not to rigidly apply the Landfill Criteria to all of the sites. Age of the site and time since waste was last deposited on sight were also considered. If a site was closed and capped adequately and was deemed to adequately protect human health and the environment, the site was considered closed.

2.3 ARCHIVAL SEARCH AND SITE RECONNAISSANCE GUIDELINES

The archival search and site reconnaissance visits were used to determine the status of permits and operational certificates, compile correspondence with the Province and to determine the status of landfill closure related work. A one-page guidance document was prepared to guide the project team during reviews of archival search information and for the site reconnaissance visits. The considerations for the archival searches and site reconnaissance visits are provided below.

Regulatory (Archival Search)

- ◆ Permit number & status (active, abandoned, cancelled)
- ◆ Operational Certificate
- ◆ CSR Related Approvals/Certificates/Correspondence

Evidence of Closure or Equivalent (Archival Search)

- ◆ Closure Plan
- ◆ Closure Plan in process
- ◆ Documentation of Closure Plan submission to MoE
- ◆ MoE approval of Plan
- ◆ Documentation of closure implementation (contract documents, reporting to MoE, etc.)
- ◆ Documentation of post-closure monitoring (monitoring reports – submitted to MoE?)
- ◆ Certificate of Compliance or Approval-in-Principle
- ◆ Other related closure, remediation or CSR related documents

Best Practices Considerations (Archival Search and Site Reconnaissance)

- ◆ **Final cover** (sufficient? soil type? topography and slopes? erosion? vegetated? exposed waste? litter?)
- ◆ **Surface water management** (surface water diverted? positive drainage? surface water management systems? condition?)
- ◆ **Water quality** (groundwater issues? surface water issues? on-going monitoring programs?)

- ◆ **Geotechnical** (steep slopes? instability or slumping? settlement? structures on waste?)
- ◆ **Access and signage** (access restricted? signage?)
- ◆ **Landfill gas** (LFG issues? signs of gas migration? observed risks, nearby receptors? odours? LFG control in place? LFG mitigation for structures?)
- ◆ **Leachate** (leachate issues? signs of leachate? leachate controls in place?)
- ◆ **Site use** (site use? being used for intended purpose? site use compatible?)
- ◆ **Post closure monitoring / maintenance** (monitoring infrastructure? plans in place for post-closure? monitoring and maintenance undertaken? budget for care maintenance and monitoring, personnel assigned for maintenance and monitoring?)

The guidelines summarized above were used for summarizing the findings of the archival searches and the site reconnaissance visits. The findings were documented in site-specific assessment reports, discussed in Section 5.

3. REGIONAL AND MUNICIPAL LANDFILL SITE INVENTORY

An inventory of 27 known municipal and regional landfill sites in the region was submitted to the MoE by Metro Vancouver earlier in 2013. The updated inventory of known municipal and regional sites is summarized in Table 2 on the following page. The site identification numbers used in this table correspond with the earlier submission to the MoE and are used throughout the report for consistency.

Three of the 27 sites have been removed from the inventory and from further assessment based on information obtained during the course of this assessment. The sites removed from the inventory are summarized in Table 1 below with the rationale and supporting documentation noted.

TABLE 1: SITES REMOVED FROM INVENTORY OF KNOWN MUNICIPAL AND REGIONAL LANDFILL SITES			
MUNICIPALITY	SITE No.	SITE NAME	RATIONALE FOR REMOVING SITE FROM INVENTORY
City of Burnaby	5	Barnet Highway Landfill	Same as Barnet Highway Landfill (also known as the Semple Landfill – Site #17) in City of Port Moody
	6	Brunette Landfill	Private land & no record of municipal solid waste disposal at this site.
City of Surrey	23	Semiahmoo Bay Landfill	First Nation land

Barnet Highway Landfill

Based on available background information it was determined that the Barnet Highway Landfill, identified as Site #5 and thought to be used by the City of Burnaby, is the same site identified as Site #17, which is located in the City of Port Moody. The source of this confusion appears to have come from Environment Canada's 1980 Fraser River Estuary Study Water Quality Impacts of Landfills. In the discussion of the Burnaby's Stride Avenue Landfill, the report makes the following statement "*Prior to 1964, the refuse from North Burnaby went first to the old Barnett [sic] Highway site then from about 1956 to 1964 to the Sperling Avenue Site.*" The only landfill site identified to date on Barnet Highway is the site in Port Moody. There are no other references or information that suggests a site in Burnaby located along Barnet Highway. Port Moody's Barnet Highway Landfill is located near the boundary between Port Moody and Burnaby and would have been a logical temporary site for North Burnaby's waste. It is not be reasonable to believe there would be two landfill sites in close proximity to each other, both located on Barnet Highway.

Brunette Landfill (Site #6)

No records or anecdotal information relating to a "Brunette Landfill" could be located. This site name appears on an archived Metro Vancouver list of demolition and construction waste sites, however no one is aware of the source of the information and the reference. The list identifies the site as being at the intersection of Caribou Road and Government Streets in Burnaby. This area is fully developed as light industrial land use and there are no visual indications of a former landfill site. Inquiries were made of various City of Burnaby staff, including the City of Burnaby Parks department staff, and none were aware of any historical landfill in the area. A BC Environment Site Registry search was completed for the area and no landfill related sites were listed in the registry for this area.

A review of historical aerial photography back to 1954 was conducted due to the lack of any information relating to a potential landfill site in this area. The aerial photo review identified some filling activities occurring in the vicinity of the current Bonneville Place, a small cul-de-sac north of Government St. Landfilling may have occurred between 1963 and 1978 and then again in 1981. The nature of the material being filled is unknown but it could have been simply soil or other inert material. There is no information that suggests municipal solid waste was disposed of at this location.

Bonneville Place was developed in 1981 by a private developer and now provides access to 5 privately owned parcels of land. The City of Burnaby indicates (December 9, 2013 letter addressed to Morrison Hershfield; Appendix C) that they have never owned or controlled this property. Preliminary land title searches for these properties do not show the City as being a land owner. Therefore the "Brunette Landfill" site has been removed from the inventory because: 1) There is no evidence or information located to date that suggests that municipal solid waste was ever disposed of in the vicinity of Bonneville Place (intersection of Caribou Road, Government Street); and 2) The City of Burnaby states that they have never owned, operated or controlled the land at Bonneville Place.

Semiahmoo Landfill (Site #23)

The Semiahmoo Landfill site is definitively located in Environment Canada's 1980 report entitled *Fraser River Estuary Study Water Quality Impacts of Landfills*. This report shows the former landfill site as being south of Marine Drive (at Kell Street), immediately adjacent to the Campbell River meander before it enters Semiahmoo Bay. This location is clearly located on Semiahmoo First Nation's Indian Reserve land; this parcel was last surveyed as CLSR M.1387 in 1947 and identifies the land as "Semiahmoo Indian Reserve". The former landfill site lies on a parcel of land that was until recently used as baseball diamonds. The land has recently been fenced off to the public for unknown reasons. The City of Surrey has no knowledge of ever operating or disposing of waste at this location. No information or records relating to waste disposal at this location were located to date. A BC Environment Site Registry search was completed for the area and no landfill-related sites were listed in the registry for this area. Therefore, this site has been removed from the inventory because it is located on First Nation Reserve land (federal land) and there is no evidence of municipal usage of the site.

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TABLE 2: UPDATED INVENTORY OF KNOWN MUNICIPAL AND REGIONAL LANDFILL SITES

MUNICIPALITY	SITE NO.	SITE NAME	ADDRESS/LOCATION
City of Burnaby	1	Stride Avenue Landfill	Stride Avenue, North of Marine Drive
	2	Sperling Avenue Landfill	Sperling between Laurel and Still Creek
	3	Beta Ave and Still Creek Rd.	Beta Ave and Still Creek Rd.
	4	Riverway Landfill	South of Marine Way between Patterson and Royal Oak
City of North Vancouver	7	Loutet Park Landfill	1440 Rufus Ave.
Metro Vancouver	8	Coquitlam Landfill	Braid Street
	18	Iona Island WWTP	1000 Ferguson Road, Iona Island
City of Langley	10	Pleasantdale Landfill	44 Ave & 206 St
Langley Township	11	Jackman Landfill	272 St and 8 Ave.
Village of Lions Bay	12	Lions Bay Landfill	Village of Lions Bay - approx. one mile north of Lions Bay, near Brunswick Beach
District of Maple Ridge	13	Cottonwood Landfill	11589 Cottonwood Drive
District of North Vancouver	14	Premier St Landfill	1101 Premier Street
City of Pitt Meadows	15	Bonson Landfill	11546 Bonson Road
City of Port Coquitlam	16	Port Coquitlam Landfill	2500 Welcher Avenue/Reeve Street
City of Port Moody	17	Barnet Highway Landfill (also referred to as Semple Landfill)	South of Barnet Highway at Reed Point Way
City of Surrey	19	Port Mann Landfill	Port Mann Landfill
	20	Bear Creek Landfill	King George and 88th
	21	Johnston Road Landfill	152 St. and 112nd Ave
	22	Elgin Landfill	34 th Ave and 140 th to 144 th St.
	24	24th Ave Landfill	On 24th Ave between 140th and 144th
City of Vancouver	9	Vancouver Landfill	5400 72nd Street, Delta
	25	Kerr Road Landfill (Everette Crowley Park)	East of Kerr Road, North of Marine Drive
	26	China Creek Ravine Landfill	China Creek Park South – East Broadway and Clarke Drive
District of West Vancouver	27	Third Street Landfill (Hugo Ray Park)	3rd Street at Keith Rd

4. INITIAL CLOSURE STATUS REVIEW

Metro Vancouver requested the following information from municipalities in an email dated October 23, 2013:

- ◆ Documentation of an approved closure plan, remediation plan or equivalent plan prepared to address the BC Landfill Criteria and/or the Contaminated Sites Regulation, (e.g. report cover pages, Table of Contents, links to documents, etc.) and relevant document dates.
- ◆ Documentation of an Approval in Principle and/or a Certificate of Compliance issued under the Contaminated Sites Regulation, (e.g. report cover pages, Table of Contents, links to documents, etc.) and relevant dates of issue.
- ◆ If either of the documents noted above are in process, supporting information indicating that they are in process (e.g. Board or council resolution, MoE correspondence, etc.) and the anticipated completion date.

Much of this information was provided by the municipalities through email. Furthermore Morrison Hershfield staff were able to obtain additional information from the Site Registry search, archival searches at municipal offices and at the MoE office in Surrey. In some cases letters were requested from municipalities to confirm closure planning work in progress and the timing of the work.

Of the twenty four sites on the inventory list, fourteen were removed from further assessment because evidence of closure plans or closure planning in progress was provided. For the screened sites, site-specific assessment reports include the following sections.

1. Initial Screening Criteria
2. Relevant Permits and Operational Certificates
3. Relevant Screening Information
4. Screening Rationale
5. Landfill Status Conclusion

A summary of the screened sites (sites with closure plans in place or in development), related site information and the status of closure planning / remediation work is included on Table 3. Site-specific screening reports are included in Appendix A.

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TABLE 3: SUMMARY OF SITES SCREENED FROM FURTHER ASSESSMENT

Municipality	Site #	Site Name	Permit No.	Landfill Closure Status			Status in Contaminated Sites Regulation Process	Comment
				Existing Closure Plan?	Closure Plan Submitted?	Closure Plan Approved by MoE?		
City of Burnaby	1	Stride Avenue Landfill	none	-	-	-	CoC issued 12-Mar-12	
	2	Sperling Avenue (Noreland Landfill)	none	-	-	-	Proposed application for CoC in 2013	Site has partial remediation and risk-based remediation/closure plan to be developed in 2015. City of Burnaby is proposing to apply for CoC in 2015
	3	Beta Ave. and Still Creek Rd.	PR-5443	10-Apr-96	24-May-96	5-Jul-99	-	Permit cancelled in 1999 due to MoE acceptance of Closure Plan and satisfactory completion of follow-up studies.
	4	Riverway Landfill	PR-7276	Monitoring data to be compiled and application for permit cancellation proposed for 2014.			-	Monitoring and assessment since 1990. In 2014 will be compiling post-closure monitoring data and will apply for permit cancellation
City of Vancouver	9	Vancouver Landfill	OC MR-01611	2000	Phase 1 Closure Tender Documents: 11-Dec-2008	-	-	Active landfill with ongoing progressive closure. Annual reports filed with MoE documenting implemented and planned closure activities.
City of Langley	10	Pleasantdale Landfill	PR-1898	5-Mar-96	5-Mar-96	19-Apr-96	-	Letter from MoE dated April 19, 1996 approving closure plan.
Township of Langley	11	Jackman Landfill	PR-01841	Apr-94	Not determined	8-Jul-94	-	Letter from MoE dated July 8, 1994 approving closure plan.
District of Maple Ridge	13	Cottonwood Landfill	PR-1710	Closure Plan in development	No	No	-	District has retained EBA Engineering (Sept 2013) to prepare closure plan.
District of North Vancouver	14	Premier St Landfill	PR-4231	Dec-95 and finalized 15-Dec-99	Dec-95 and finalized 15-Dec-99	No formal documentation located	-	Closure implemented in 1999 with routine monitoring, reporting and correspondence, with MoE, including MoE review of Closure Plan.
City of Port Moody	17	Barnet Hwy (aka Semple Landfill)	PR-1771	Closure Plan in development	No	No	-	District has retained a consultant (August 2013) to prepare closure plan.
Metro Vancouver	8	Coquitlam Landfill	PR-4385	Revised: 21-Sep-2009	6-May-99	No formal documentation located	Approval in Principle issued 6-Sep-96	Metro Vancouver intends on updating the closure plan in 2014 for review and approval by MoE.
	18	Iona Island WWTP	PE-23 and PR-5904 for oil sludge beds	17-Feb-00	Not determined	6-Apr-00	-	Letter from MoE dated April 6, 2000 approving closure plan.
City of Surrey	19	Port Mann Landfill	OC PR-1686	12-Dec-97	18-Jan-98	2-Sep-99	-	Letter from MoE dated Sept 2, 1999 approving closure plan.
	22	Elgin Landfill	none	-	-	-	CoC issued 21-Jan-12	Additional information is required to confirm that the CoC covers entire landfill site.

CoC = Certificate of Compliance



5. ASSESSED SITES

Sites that did not have closure plans (or equivalent or closure plans in development) were evaluated further to determine the closure status, in accordance with the strategy outlined in Section 2. Available and relevant information provided by municipalities was reviewed and site reconnaissance visits were completed for the remaining sites. Both archival search information, discussions with municipal staff and observations collected during the site reconnaissance visits were used to determine the closure status.

Of the twenty four sites on the inventory list, ten were assessed further based on archival search information and the site reconnaissance visits. For the assessed sites, site-specific assessment reports include the following sections.

1. Initial Screening Criteria
2. Steps Undertaken to Review Closure Status
3. Relevant Permits and Approvals Including Status
4. Relevant Documents and Correspondence
5. Site Overview and Closure History
6. Regulatory Setting
7. Summary of Best Practices Considerations and Key Issues
8. Closure Assessment Status

A summary of the assessed sites and summary information from the assessed sites reports is provided in Table 4. Site-specific assessment reports, including complete rationale for determination of landfill closure status, are included in Appendix B. Recommended follow-up work and additional considerations are provided in Section 8 of each assessment report.

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TABLE 4: ASSESSED SITES SUMMARY															
Municipality	Site #	Site Name	Permit No.	Site Registry ID	Cease of Operation	Conforms with Best Practices Criteria Used in the Site Assessment									
						Final Cover	Surface Water Management	Water Quality	Geotechnical	Access & Signage	Landfill Gas	Leachate	Site Use	Post Closure Maintenance & Monitoring	Permit Specific Requirements
City of North Vancouver	7	Loutet Park Landfill	none	none	unknown, but prior to 1979	Acceptable	Acceptable	Follow up	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Not applicable
Village of Lions Bay	12	Lions Bay Landfill	PR-2059	none	1979	Acceptable	Acceptable	Acceptable	Follow up	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	No closure-related permit specific requirements.
City of Pitt Meadows	15	Bonson Landfill	none	none	1972	Acceptable	Follow up	Acceptable	Acceptable	Acceptable	Follow up	Acceptable	Acceptable	Acceptable	Not applicable
City of Port Coquitlam	16	Port Coquitlam Landfill	none	none	unknown, but prior to 1979	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Not applicable
City of Surrey	20	Bear Creek Landfill	none	none	1967	Acceptable	Acceptable	Unknown	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Not applicable
	21	Johnston Road Landfill	none	none	1969	Acceptable	Acceptable	Unknown	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Not applicable
	24	24th Avenue Landfill	none	none	early 1970's	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Not applicable
City of Vancouver	25	Kerr Road Landfill (Everett Crowley Park)	none	none	1966	Acceptable	Follow up	Follow up	Unknown	Acceptable	Follow up	Follow up	Acceptable	Follow up	Not applicable
	26	China Creek Ravine Landfill (China Creek Park South)	none	8953 & 9002	1946	Follow up	Acceptable	Follow up	Follow up	Acceptable	Follow up	Unknown	Unknown	Follow up	Not applicable
District of West Vancouver	27	Third Street Landfill (Hugo Ray Park)	none	none	1969	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Not applicable

