



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**COMMITTEE OF THE WHOLE COUNCIL MEETING  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, JULY 22, 2014 at 3:00 PM  
GLENEAGLES COMMUNITY CENTRE, 6262 MARINE DRIVE, WEST VANCOUVER**

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**AGENDA**

1. **Call to Order**
2. **Approval of Agenda**
3. **Public Participation**
4. **Adoption of Minutes**
  - A. May 6, 2014 (page 3)
5. **Business Arising from the Minutes**
6. **Unfinished Business**
7. **New Business**
8. **Public Questions & Comments**
9. **In Camera Resolution**

BE IT RESOLVED THAT the Village of Lions Bay Council does close the July 22, 2014 Committee of the Whole Council Meeting to the public on the basis of matters to be considered under the following section(s) 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:
    - d) the security of the property of the municipality;
    - e) the acquisition, disposition or expropriation of land or improvements, if he council considers that disclosure could reasonably be expected to harm the interests of the municipality;
  - 90 (2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:
    - b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.
10. **Adjournment**

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**COMMITTEE OF THE WHOLE COUNCIL MEETING  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, MAY 6, 2014 at 3:00 PM  
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

**MINUTES**

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

Guests: Jessica Delaney, Delaney & Associates  
Cheryl Wozny, Lions Bay Community News

**1. Call to Order**

Mayor Broughton called the meeting to order at 3:00 p.m.

**2. Approval of Agenda**

Moved: Councillor Ronsley  
Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council approves the Agenda of the May 6, 2014 Committee of the Whole Council meeting, as submitted.

**CARRIED**

**3. Public Participation**

A. Carole Conlin

Ms. Conlin raised concern with respect to the Village's public notice posting areas as noted in the Council Procedure Bylaw No. 453. A copy of Ms. Conlin's comments is retained with the agenda package. Interim CAO McRadu will report back on Ms. Conlin's comments after further research.

**4. Adoption of Minutes**

Moved: Councillor Ando  
Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council adopts the Minutes of the May 6, 2014 Committee of the Whole Council meeting, as submitted.

**CARRIED**

**5. Business Arising from the Minutes**

**6. Unfinished Business**

**7. New Business**

**A. Communications Presentation – Jessica Delaney**

Ms. Delaney made a presentation to Council on effective municipal communication and engagement strategies, a copy of which is retained with the agenda package.

Ms. Delaney emphasized the need to ensure clear and concise communications with residents as well as the difference between communicating and engaging. Ms. Delaney further iterated the importance of seeking feedback on a regular basis to establish what is working well and how to do more of that. Ms. Delaney answered questions with respect to best communication methods and how to address repetitive questions.

Ms. Delaney closed by noting a good practice to adopt is an environment of “no surprise”.

**B. Communications Presentation – Cheryl Wozny, Lions Bay Community News**

Ms. Wozny provided a history of how the Lions Bay Community News was established and gave an overview on the content as well as the value LBCN brings to the community. Ms. Wozny also discussed how Village Administration is able to contribute to LBCN along with a contributor base of 175 which is expected to continue to grow.

Ms. Wozny concluded by reading feedback comments from residents and iterating that LBCN is fully appreciative of Village support and hope to continue to build a positive relationship with staff and Council.

Interim CAO McRadu recommended Council and staff to consider the various types of communications being utilized in the Village and establish what is redundant and what should be sharpened and focussed, noting that while the Community Charter is clear on what discussions may occur exclusive of the public, the content of the discussions themselves are not always as clear. Staff are committed to ensuring recommendations are made to Council with respect to reporting out of In Camera items wherever possible.

**8. Public Questions & Comments**

**A. Eileen Wilke**

Ms. Wilke noted that the updated Village website is much easier to use and contains useful, easy to access information.

**B. Carole Conlin**

Ms. Conlin reiterated Ms. Wilke’s comments regarding the updated Village website. Ms. Conlin thanked Ms. Wozny for publication of the Lions Bay Community News noting that it is useful that the LBCN website retains articles indefinitely unlike the Village website where articles are removed after a period of time.

**9. In Camera Resolution**

Moved: Councillor Bain  
Seconded: Councillor Ronsley

BE IT RESOLVED THAT the Village of Lions Bay Council does close the May 6, 2014 Committee of the Whole Council Meeting to the public at 4:21 p.m. on the basis of matters to be considered under the following section of the *Community Charter*:

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

- k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public

**CARRIED**

**10. Reporting Out**

**A. Awarding of Construction Manager Contract**

The Committee of the Whole will recommend the following resolution for Council at the May 6, 2014 Regular Council Meeting:

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

**11. Adjournment**

Moved: Councillor McLaughlin  
Seconded: Councillor Bain

BE IT RESOLVED THAT the Village of Lions Bay Council adjourns the May 6, 2014 Committee of the Whole Council meeting at 5:07 p.m.

**CARRIED**