



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JULY 4, 2017 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance:

Council: Mayor Karl Buhr
Councillor Fred Bain
Councillor Jim Hughes
Councillor Ron McLaughlin

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer
Office Coordinator Shawna Gilroy (Recorder)

Delegations: 0

Public: 1

1. Call to Order

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

2. Approval of Agenda

Moved/Seconded

THAT item 8Avi – Film Application Exemption from Parks Bylaw be added; and

THAT item 8Avii – Lions Bay Beach Park Committee

THAT item 8Bi – Highway 99 Lions Bay Performance Review be added; and

THAT item 8Ci – Pulling Together Canoe Journey be added; and

THAT section 90(1)(k) be added as an additional reason for closing the meeting; and

THAT the agenda be approved as amended.

CARRIED

3. Public Participation (2 minutes per person totalling 10 minutes maximum)

None

4. Public Delegation Requests Accepted by Agenda Deadline (10 minutes maximum)

None

5. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – June 20, 2017

Moved/Seconded

THAT the Regular Council Meeting Minutes of June 20, 2017 be approved as amended to:

- (a) strike the word “hydro” in Item 7D and substitute the word “utility”; and
- (b) add the word “Lot” after “Lions Bay Beach Park” in Item 15.

CARRIED

6. Business Arising from the Minutes

A. Item 3A – Public Participation

Mayor Buhr queried whether the Library signs were removed from the roadway, which staff reported had been done.

7. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Action
2	January 10, 2017	2017 Parking Plan Initiatives	In progress
16	April 18, 2017	G6: Request to Support the Salish Sea UNESCO World Heritage Site Application – Mayor Buhr to contact Salish Sea Trust for a stock letter to sign and support the initiative.	Completed – remove item
17	June 20, 2017	R1: Ray Kisser – staff to include response in deliberation of Community Amenity Contribution policy when it comes to Council for consideration	Completed – remove item

Audio: 00:12

B. Temporary Use Permit Policy No. 1702

Council agreed to move this item to the closed portion of the meeting due to discussion around enforcement.

Moved/Seconded

THAT the Temporary Use Permit Policy No. 1702 be considered in the closed meeting.

CARRIED

C. Community Amenity Contribution Policy No. 1703 – On Table

CAO DeJong highlighted on what amendments were made to the Community Amenity Contribution Policy. He suggested that Council to be cautious with lowering the fees of the Community Amenity Contribution in a non-incremental way, explaining that since it is such constrained land, we do not want to make it so attractive that developers want to purchase and subdivide beyond the reasonable capacity of Lions Bay, as what works for other municipalities may not work here. Council proceeded to discuss the policy at length and referred it back to staff for further research on the best option available after articulating their opinions.

Moved/Seconded

THAT Community Amenity Contributions Policy No. 1703 be referred back to staff to do further research and report back to Council.

CARRIED

Audio: 01:20

8. Reports

A. Staff

i. CFO: 2017 Preliminary Mid-Year Review

Council reviewed the 2017 Preliminary Mid-Year Review.

Moved/Seconded

THAT the report “2017 Preliminary Mid-Year Review” be received for information purposes.

CARRIED

Audio: 01:29

ii. CAO: Food Truck Trial Program – Draft Services Agreement

Council discussed a WCB and safety policy being included in the agreement. The following item was amended:

- Bottom of page 2, last paragraph: add the word “not” between the words “does create” on the second to last line so that it reads “does not create”.

Moved/Seconded

- (1) THAT the draft Food Truck Services Agreement be approved, as amended, in substantially the form attached to this report;
- (2) THAT the CAO be authorized to execute the Food Truck Services Agreement on behalf of the Municipality with any qualified food truck vendor selected by the Events Committee; and
- (3) THAT staff continue to work with the Events Committee to implement this trial program.

CARRIED

Audio: 01:35

iii. CAO: Draft Addendum to Planning Consultant’s Contract
Moved/Seconded

- (1) THAT the draft Consulting Services Agreement Addendum extending the contract with Steven Olmstead be approved in substantially the form attached to this report.
- (2) THAT the CAO be authorized to execute the Consulting Services Agreement Addendum on behalf of the Municipality.

Moved/Seconded

THAT the word “draft” be removed from the first paragraph.
MAIN MOTION AS AMENDED:

- (1) THAT the Consulting Services Agreement Addendum extending the contract with Steven Olmstead be approved in substantially the form attached to this report.
- (2) THAT the CAO be authorized to execute the Consulting Services Agreement Addendum on behalf of the Municipality.

CARRIED

Audio: 01:37

iv. Planning Consultant: Designation of Development Permit Areas and Consequential OCP Amendment

CAO DeJong explained why a geotechnical report should be required in order to adequately assess natural hazard conditions and to prepare development guidelines for development on land subject to natural hazards, which is currently lacking in Lions Bay.

Moved/Seconded

- (1) THAT the request for decision report titled “Designation of Development Permit Areas and Consequential Official Community Plan Amendments” dated June 27, 2017 be received.
- (2) THAT an amendment to the Official Community Plan to designate development permit areas regarding hazardous conditions and riparian areas be commenced.
- (3) THAT an opportunity for early and ongoing consultation be provided to the Squamish Nation in conjunction with the OCP amendment.
- (4) THAT preparation of a reconnaissance level hazard assessment study intended to provide technical background and development guidelines for each development permit area be authorized.
- (5) That a public meeting be held in advance of the public hearing to inform residents and property owners of the methodology and findings of the hazard assessment study and to answer questions.

CARRIED

Audio: 01:55

v. CAO: 2017 Parking Recommendations – On Table

Council reviewed the draft parking map which outlined areas where residents and visitors can or cannot park and discussed the parking signage.

Moved/Seconded

THAT the Draft Parking Map attached to this report be approved, subject to resolution of the conflict areas.

CARRIED

THAT the Manual on Uniform Traffic Control Devices (MUTCD) for Canada be adopted as the standard by which the Lions Bay Public Works Department shall operate with respect to all signage, other than custom signage demonstrably necessary as a result of unique Lions Bay circumstances, the design and content of such signage to be determined by the Manager of Public Works and referred to Council for comment and approval.

CARRIED

THAT staff proceed with removing, installing and purchasing signage necessary to implement recommendations (1) and (2), as amended, up to the amount budgeted for parking related spending in the 2017-2021 Financial Plan.

CARRIED

THAT non-parking signage (eg: watersheds, trails, wayfinding) be examined separately from parking signage, with a Wayfinding Signage program be scoped out and tendered separately for the 2018 budget year.

CARRIED

Audio: 02:53

At 9:58 p.m. the meeting was extended until 12:00 a.m.

Moved/Seconded

THAT the meeting be extended until 12:00 a.m.

CARRIED

vi. Film Application Exemption from Parks Bylaw – On Table

Moved/Seconded

THAT Film Permit Application #17-06 and its associated activity, filming a controlled bonfire, be exempted from the provisions of Parks Bylaw No. 448, 2012, section 6.2:

“No person except members of Lions Bay Fire Rescue, acting upon authorization for the Village for community events, shall cause, permit or allow a fire to burn in a park or community facility”

Council discussed additional conditions to be imposed.

Moved/Seconded

THAT permission be subject to Lions Bay Fire Rescue (LBFR) being available and present at all times with required crew and equipment at the cost of the applicant in accordance with LBFR fees, and provided that the filming cannot take place on July 12, 2017.

MAIN MOTION AS AMENDED:

THAT Film Permit Application #17-06 and its associated activity, filming a controlled bonfire 4-6 hours one day during the week of July 10-14, 2017, be exempted from the provisions of Parks Regulation Bylaw No. 448, 2012, as amended, section 6.2, subject to Lions Bay Fire Rescue (LBFR) being available and present at all times with required crew and equipment at the cost of the applicant in accordance with LBFR fees, and provided that the filming cannot take place on July 12, 2017.

CARRIED

Audio: 03:06

vii. Lions Bay Beach Park Committee

The Public Works Manager informed Council that staff are working with the District of West Vancouver to use their Terms of Reference from the Horseshoe Bay Park Committee and once they are finalized, they will bring forward a recommendation to Council.

B. Mayor

i. Highway 99 Lions Bay Performance Review – On Table

Mayor Buhr reported that the vehicles on Southview were removed by MOTI and also provided a Highway 99 Performance Review by MOTI which Council was encouraged to read.

C. Council

i. Pulling Together Canoe Journey

Councillor McLaughlin noted that staff has sent around emails from Pulling Together finalizing the details and that a piece should go into the Village Update notifying residents.

D. Committees

None

E. Emergency Services

None

Audio: 03:13

9. Resolutions

A. Summer Pilot Program for Food Trucks

Moved/Seconded

WHEREAS the Events Committee wishes to implement a summer pilot program of events in the Lions Bay Beach Park in association with other activities, including movie nights and food truck vendors, Council hereby resolves as follows:

THAT the provisions of:

- a. Noise Bylaw No. 234, 2009,
- b. Traffic and Parking Bylaw No. 413, as amended, and
- c. Parks Regulation Bylaw No. 448, as amended,

be relaxed to remain open until up to midnight and to allow for food trucks in Lions Bay Beach Park on designated afternoons or evenings, specifically on July 20, August 3, and

August 17, 2017, or such other dates as the Events Committee shall settle upon between July 4 and October 9th; and

THAT staff continue to work with the Events Committee with respect to pre-qualification of potential food truck vendors through a Request for Expressions of Interest, and the associated requirements for successful vendors.

CARRIED

B. Special Meeting August 2, 2017 to appoint Chief Election Officer and Deputies
Moved/Seconded

THAT a Special Council Meeting be held on August 2, 2017 at 10:00 a.m. to appoint the Chief Election Officer and Deputies.

CARRIED

Audio: 03:16

10. Bylaws

A. Lions Bay Parks Regulation Amendment Bylaw No. 448, 2012, Amendment Bylaw No. 527, 2017 – Adoption
Moved/Seconded

THAT Lions Bay Parks Regulation Amendment Bylaw No. 448, 2012, Amendment Bylaw NO. 527, 2017 be adopted.

CARRIED

B. Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 528, 2017 – Adoption
Moved/Seconded

THAT Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 528, 2017 be adopted.

CARRIED

C. Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 529, 2017 – Adoption
Moved/Seconded

THAT Council Procedures Bylaw No. 476, 2015, Amendment Bylaw No. 529, 2017 be adopted.

CARRIED

D. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 530, 2017 – Adoption
Moved/Seconded

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 530, 2017 be adopted.

CARRIED

E. Development Application Procedures Bylaw No. 431, 2011, Amendment Bylaw No. 531, 2017 – Adoption
Moved/Seconded

THAT Development Application Procedures Bylaw No. 431, 2011, Amendment Bylaw No. 531, 2017 be adopted.

CARRIED

Audio: 03:19

11. Correspondence

Moved/Seconded

THAT the following actions be taken with respect to the correspondence:

- G1: Best Practices to Address Human Trafficking – no response
- G2: Woodfibre LNG – Letter from Pamela Goldsmith-Jones – no response
- G3: Walk for Reconciliation – no response
- R1: Lisa Turpin – staff responded, no further response
- R2: Warn Noseworthy – Mayor Buhr responded, no further response
- R3: Lions Bay Native Plant Garden Association – Mayor Buhr to respond
- R4: Deirdre McNeill – CAO to respond with emphasis on paragraph 3. It was also noted that there was a designated parking lot near the Brunswick Beach interchange on MOTI land, which is now closed by a boom, but originally used in the past to accommodate visitor parking – staff to look into the option of re-opening the lot which currently has a berm around it.
- R5: Tanya and Roger Cosgrave – CAO to respond

CARRIED

Audio: 03:25

12. New Business

A. Strategic Planning Session (September 12/13 or November 14/15)

Council discussed which date would be best suited according to personal schedules. It was agreed the November dates would be more accommodating and would allow the new Council member after the by-election to be brought up to speed.

Moved/Seconded

THAT the Strategic Planning Session be held on November 14th and 15th, 2017.

CARRIED

13. Public Questions & Comments (2 minutes on any topic discussed in this meeting)

None

14. Closed Council Meeting

Moved/Seconded

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections 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;

e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

g) litigation or potential litigation affecting the municipality;

i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.

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

The meeting was closed to the public at 10:30 p.m.

The meeting was re-opened to the public at midnight.

15. Reporting Out From Closed Portion of Meeting

Council reported out that the Temporary Use Permit Policy for Short Term Rentals was discussed in closed relating to some enforcement issues and subsequently approved in reporting out:

Moved/Seconded

THAT Council approve the Temporary Use Permit Policy No. 1702, as amended.

CARRIED

Council also reported out that the Regular Council Meeting dates in September were amended by rescheduling September 5, 2017 to September 12, 2015 and cancelling September 19, 2017. They also approved a realtor for marketing of the property between 51 and 53 Brunswick Beach Road, Thyra McKilligan. Lastly, Council undertook a mid-year performance review of the CAO.

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at midnight.

Mayor

Corporate Officer

Date Approved by Council:	July 25, 2017
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