



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF LIONS BAY HELD ON TUESDAY, NOVEMBER 21, 2017 at 7:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

AGENDA

1. **Call to Order**
2. **Adoption of Agenda**
3. **Public Participation (2 minutes per person totalling 10 minutes maximum)**
4. **Public Delegation Requests Accepted by Agenda Deadline (10 minutes maximum)**
5. **Review & Approval of Minutes of Prior Meetings**
 - A. Regular Council Meeting – November 7, 2017 (Page 5)

THAT the Regular Council Meeting Minutes of November 7, 2017 be adopted as circulated.
6. **Business Arising from the Minutes**
7. **Unfinished Business**
 - A. Follow-Up Action Items from Previous Meetings

| # | Meeting Date | Description of Action Item | Person Responsible |
|----|------------------|---|--------------------|
| 27 | October 17, 2017 | Correspondence G3: Salish Sea Heritage & House of Commons E-Petition 1269 | Karl |
| 28 | November 7, 2017 | Correspondence G4: Passenger Directed Vehicle Services (Ridesharing) | Karl |

8. **Reports**
 - A. Staff – None
 - B. Mayor – None
 - C. Council – None
 - D. Committees
 - i. Trees, Views and Landscapes Committee – Application #81 – 233 Bayview Road (Page 15)

THAT as requested, the applicant is permitted to clean the area of dead trees, branches and debris, including the group of trees on the hairpin bend;

Further, as requested, they are permitted to top the trees to a similar position to where they had been previously topped. It is recommended that the applicant reads the “scrub and debris” bylaw;

For all the above work, all debris should be removed. Finally, Councillor McLaughlin committed to ensuring that work could be carried out the day after the next council meeting, if Council agreed to the Tree Committee recommendations. Point being that the contractor is booked for the next day. Mr. McLaughlin or the CAO to advise the following morning if the work is not approved.

- ii. Lions Bay Beach Park Advisory Committee Meeting Minutes – October 26, 2017 (Page 27)
 THAT the Lions Bay Beach Park Advisory Committee Meeting Minutes of October 26, 2017 be received for information.

E. Emergency Services

- i. RCMP Monthly Report (Page 31)
 THAT the RCMP Monthly Report be received for information.

9. Resolutions

10. Bylaws

- A. Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017 – Third Reading (Page 33)
 THAT Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017 be amended and read a third time, as amended.
- B. Fee Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017 – First and Second Reading (Page 39)
 THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017 be introduced and read a first and second time.

11. Correspondence

- A. List of Correspondence to November 16, 2017 (Page 75)
 THAT the following actions be taken with respect to the correspondence:

12. New Business

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

14. Closed Council Meeting

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;
- 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;
- l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];

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;

15. Reporting Out From Closed Portion of Meeting**16. Adjournment**

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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

MINUTES

In Attendance:

Council: Mayor Karl Buhr
Councillor Fred Bain
Councillor Norman Barmeier
Councillor Ron McLaughlin

Regrets: Councillor Jim Hughes

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

Delegations: 0

Public: 3

- 1. Call to Order**
Mayor Buhr called the meeting to order at 7:01 p.m.
- 2. Adoption of Agenda**
Moved/Seconded

THAT a verbal update from the CAO regarding Upper Chambers be added as Item 8Av;
THAT a verbal report from the CFO regarding Fire Training Trailer Septic Tank Replacement (FTTSTR) be added as Item 8Aia;
THAT an On Table email from Mayor Buhr be added regarding Item 9C and 9D;
THAT an On Table email from Civic Info BC be added as Correspondence G4 under Item 11A; and
THAT the agenda be adopted, as amended.

CARRIED

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

A. Scott Ando

Mr. Ando expressed disappointment that the minutes of the last Council meeting on October 17, 2017 did not include any responses from the Public Works Manager to Mr. Ando's questions [*rectified below in item 5Ai*]. He went on to indicate that he was very concerned about the request by the Municipality for an extension of the deadline for the CWWF grant and that not all government grants get extensions (eg: Western Diversification Fund experience). He suggested that we have an exposure for \$1.6M if only 40% is expected to be completed by March 31, 2018. [*This was corrected by staff in that 60% is expected to be completed by March 31, 2018, which would reduce any such exposure to about \$1M – staff will be following up on the extension request (with similar requests having been granted to other local governments already)*].

B. Glenn Dennison

Mr. Dennison wanted to draw Council's attention to the new glass sponge reefs which have been located in Howe Sound in the vicinity of Lions Bay and that the public be asked to voluntarily take steps to protect these rare glass sponge reefs. [It was noted that there are resolutions with respect to this matter later in the Agenda and Mr. Dennison was invited to wait and see how Council would deal with the matter later in the meeting.]

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

None

5. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – October 17, 2017

Moved/Seconded

THAT the Regular Council Meeting Minutes of October 17, 2017 be amended:

- i. at Item 3 to include the response of the Public Works Manager as follows:
 "Public Works Manager Nai Jaffer noted that they have received 60% drawings which are under review and from there they will receive 90% drawings and then go to tender. He advised they are two to three weeks behind due to a number of factors – will have a revised schedule soon."
- ii. at Item 8A by deleting the summary and inserting "A verbal update regarding the by-election and staffing was provided";
- iii. at Item 10A by deleting the second sentence of the summary and inserting the following: "Staff explained the logic for the new reserve bylaw, as being necessary to address all types of sales of lands and that the bylaw and the method of proceeding had been vetted by both our legal and accounting advisors;
- iv. at Item 12A by deleting the summary and inserting the following: "Mayor Buhr noted that three incidents under Squamish RCMP jurisdiction appeared to be

missing from the Integrated Collision Analysis and Reconstruction Service (ICARS) report and he simply wanted to bring that to Council’s attention.”

THAT the Regular Council Meeting Minutes of October 17, 2017 be approved as amended. **CARRIED**

B. Special Council Meeting – October 24, 2017

Moved/Seconded

THAT the Special Council Meeting Minutes of October 24, 2017 be adopted as circulated.

CARRIED

6. Business Arising from the Minutes

None

7. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

| # | Meeting Date | Description of Action Item | Action |
|----|------------------|---|-----------------------|
| 27 | October 17, 2017 | Correspondence G3: Salish Sea Heritage & House of Commons E-Petition 1269 | Mayor Buhr to respond |

8. Reports

A. Staff

i. CFO: Third Quarter Review

Moved/Seconded

THAT the Information Report “2017 Third Quarter Review” be received for information purposes.

CARRIED

i.a. CFO: Fire Training Trailer Septic Tank Replacement (FTTSTR)

Moved/Seconded

THAT Council approve the capital purchase/installation of a septic tank replacement for the fire training trailer for an amount no greater than \$5,500 to be funded from surplus and/or reserves.

CARRIED

ii. CFO: Finance Work Plan

Moved/Seconded

THAT the Information Report “2018 Finance Workplan” be received for information purposes.

CARRIED

iii. PWM: Encroachment Application – 85 Creekview Place
Moved/Seconded

THAT the application for encroachments at 85 Creekview Place be approved subject to and in accordance with the following terms:

- a. the applicant shall sign a standard licence of occupation with respect to the encroachment in substantially the form of Attachment (a) as prepared by the Village of Lions Bay indemnifying the Municipality from any and all liability and costs related to the driveway encroachment;
- b. the applicant shall pay the sum of \$400 in accordance with Schedule 2 of Fees Bylaw No. 497, 2016, in respect of the encroachment application.

CARRIED

iv. PWM: CWWF Project Status Update
Moved/Seconded

THAT the Information Report “CWWF Project Status Update” be received.

CARRIED

Audio: 8:15 PM

v. CAO Verbal Report re. Upper Chambers
Moved/Seconded

THAT the CAO’s Verbal Update re. Upper Chambers be received.

CARRIED

B. Mayor
None

C. Council
None

D. Committees

i. Trees, Views and Landscapes Committee – Application #80 – 20 Kelvin Grove Way
Moved/Seconded

THAT as mentioned by the Public Works Department and the Village Office, the applicant may top the trees mentioned in the application. The trees should be trimmed following the downward slope, parallel to the land; and

THAT no trees may be trimmed or cut within 55 Kelvin Grove Way. The applicant should take care and attention to avoid any damage, when cutting or trimming and trees nearby their neighbour at 10 Kelvin Grove Way. All wood and debris should be removed.

CARRIED

E. Emergency Services

None

9. Resolutions

A. 2018 Regular Council Meeting Schedule

Moved/Seconded

THAT Council approve the following 2018 Regular Council Meeting Schedule:

January 9 & 23

February 6 & 20

March 6 & 20

April 10 & 24

May 8 & 22

June 5 & 19

July 3 & 17

AUGUST BREAK

September 4 & 18

October 2 & 16

November 6 & 20

December 4 & 18

CARRIED

B. Remainder of Term Acting Mayor's Schedule

Moved/Seconded

THAT Council approve the following amended Acting Mayors Schedule for 2017/2018:

November 2017 – January 2018: Councillor Fred Bain

February 2018 – April 2018: Councillor Norman Barmeier

May 2018 – July 2018: Councillor Jim Hughes

August 2018 – November 6, 2018: Councillor Ron McLaughlin

CARRIED

C. Glass Sponge Reefs

Moved/Seconded

WHEREAS the Ocean Watch Task Force of the Howe Sound Community Forum, of which Lions Bay is a member, has recommended that Forum members take steps to protect glass sponge reefs in Howe Sound;

NOW THEREFORE the Council of the Village of Lions Bay resolves to:

- (a) endorse all protection of glass sponge reefs by the federal Department of Fisheries and Oceans ("DFO"); and
- (b) request DFO to consult with local governments, stakeholders and First Nations affected by protecting glass sponge reefs in Howe Sound; and
- (c) support initiatives to protect and preserve glass sponge reefs in Howe Sound, both presently known and discovered in the future.

Moved/Seconded

THAT an additional clause be inserted after clause (b) requesting DFO to provide signage, posters, brochures, and/or other communication materials for the Lions Bay Marina and various beach and park locations.

CARRIED

The main motion as amended was Moved and Seconded, reading as follows:

WHEREAS the Ocean Watch Task Force of the Howe Sound Community Forum, of which Lions Bay is a member, has recommended that Forum members take steps to protect glass sponge reefs in Howe Sound;

NOW THEREFORE the Council of the Village of Lions Bay resolves to:

- (a) endorse all protection of glass sponge reefs by the federal Department of Fisheries and Oceans ("DFO"); and
- (b) request DFO to consult with local governments, stakeholders and First Nations affected by protecting glass sponge reefs in Howe Sound; and
- (c) request DFO to provide signage, posters, brochures, and/or other communication materials for the Lions Bay Marina and various beach and park locations; and
- (d) support initiatives to protect and preserve glass sponge reefs in Howe Sound, both presently known and discovered in the future.

CARRIED

D. Howe Sound Marine Reference Guide

Moved/Seconded

WHEREAS the Ocean Watch Task Force of the Howe Sound Community Forum, of which Lions Bay is a member, has recommended that Forum members endorse preparation of a Howe Sound Marine Reference Guide (Guide), and that its local government members contribute an aggregate \$20,000.00 per year for three years to its production;

NOW THEREFORE the Council of the Village of Lions Bay resolves to support such recommendation and to make a proportional contribution, rounded up to the nearest \$500, of \$1000 per year for three years under the stipulated Scenario A, or \$500 per year for three years under Scenario B.

CARRIED

10. Bylaws

A. Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 533, 2017 - Adoption

Moved/Seconded

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 533, 2017 be adopted.

CARRIED

B. Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017 – First and Second Reading

Staff provided additional information regarding average and median assessed values of improvements (Average: \$225.5K; Median: \$172K) which suggested that the proposed sprinklering threshold in the bylaw amendment would be too low. A discussion with Council ensued regarding the policy considerations for requiring sprinklering in a community with a volunteer fire department. It was noted and agreed that the requirement for new construction was not debatable, but determining at what level of renovation it should be required was much more complicated for renovations. Council ultimately settle upon the following on table amendments:

Section 44 - Add the following words to the end of the section:

“and approved by the Building Inspector”;

Section 45 – Replace the section entirely with the following:

“If a person makes an alteration to a residentially zoned building which does not have a sprinkler system, and the value of the alteration as specified in the applicable building permit is more than 50% of the replacement value of the building, as determined by multiplying the gross floor area of the building by \$300, then the entire building must have a fire sprinkler system or fire suppression system installed by a qualified professional and approved by the Building Inspector.”

Moved/Seconded

THAT Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017, as amended, be introduced and read a first and second time.

CARRIED

Audio: 9:30 PM

11. Correspondence

Moved/Seconded

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

- G1: Mobility Pricing Mayors and Council Workshop Invite – Mayor Buhr is attending
- G2: Microcell Resolution & Notice of Wireless Harm – No Action
- G3: Salish Sea: Letters to Mayors, Councils, Regional Directors – No Action
- G4: Passenger Directed Vehicle Services (Ridesharing) – Mayor Buhr to respond
- R1: Joe Jankovics – No further response

CARRIED

12. New Business

A. Resident Welcome Packages

Moved/Seconded

THAT the Information Report “Resident Welcome Packages” be received.

CARRIED

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

Glenn Dennison

Mr. Dennison wished to bring a letter from DFO to the attention of Council [see p.63].

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;
- b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- c) labour relations or other employee relations;
- d) the security of the property of the municipality;
- 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;
- 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;

l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

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;

d) a matter that, under another enactment, is such that the public must be excluded from the meeting.

CARRIED

The meeting was closed to the public at 9:45 p.m. on November 7, 2017.

The meeting was re-opened to the public at 11:45 a.m. on November 15, 2017.

15. Reporting Out From Closed Portion of Meeting

None at this time.

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 11:45 a.m., November 15, 2017.

Mayor

Corporate Officer

| | |
|---------------------------|--|
| Date Approved by Council: | |
|---------------------------|--|

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#81



RECEIVED
 SEP 18 2017
 chq # 104 \$75
 Sme

THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

Tree Cutting Application Form

All fields must be completed

| | |
|--|-------------------|
| Applicant's Full Name: ROMANA EATON | |
| Address: 233 BAYVIEW ROAD | |
| Phone: [REDACTED] | Email: [REDACTED] |
| Arborist/Contractor Name: GEORGE AMOS TREE CARE | |
| Phone: 718 836 7960 | Email: |

| | |
|---|--|
| Office Use Only | Tree Application Number: #81 |
| Received by: Suzanne Loutch | Date: Sept 18, 2017 |
| Amount Paid: \$75- | Cash or Cheque: \$104 |
| Application Complete? (Y/N) No | If no, reason: we had to figure out when neighbours to contact: Sept 19, emailed neighbours to be contacted. |
| Date referred to Public Works: (resent Oct 25) Oct 20/17 | Date returned by Public Works: (See attached comments) Oct 26/17 |
| Date Application to Tree Cttee: Oct 26 | Meeting Date: |
| Agenda forwarded to Tree Cttee: | Minutes received from Tree Cttee: |
| Council Agenda Date: | Council Decision: |
| Parties Notified: | |
| Date of Letter Notifying Applicant of Decision: (March 1-July 31: Arborist Certification Required) | Received Damage Deposit: Name of Arborist/Contractor: Proof of WorkSafe Certificate: Proof of Insurance (\$5 mil/VoLB Add'l Insured): |
| Permit Issued: | Post-work check by Public Works: |
| Damage Deposit Returned: | If not, reason: |

Sept 19, emailed neighbours to be contacted. - Oct 26 - no responses rec'd.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Species/Description of Tree(s):
 CEDAR & ALDER

Location of Tree(s):
 SOUTH SIDE OF PROPERTY LINE ON
 BAYVIEW RD.

**Trees must be clearly marked with marking tape in time for the Trees, Views and Landscapes Committee's site visit.*

| | |
|--|---|
| Reason for Removal: | |
| <input type="checkbox"/> Too close to property (foundation, garage, fence, etc.) <input checked="" type="checkbox"/> Dead, dying or diseased <input checked="" type="checkbox"/> Unattractive <input checked="" type="checkbox"/> Blocking sunlight <input type="checkbox"/> Attracting wildlife | <input type="checkbox"/> Interfering with infrastructure (roads, sidewalks, etc.) <input type="checkbox"/> Leaves causing problems <input type="checkbox"/> Blocking site access <input type="checkbox"/> Affecting house value <input type="checkbox"/> Hazardous <input checked="" type="checkbox"/> Interfering with view |

Please provide additional comments which may be useful:
 WE ARE REQUESTING THE ABILITY TO CLEAN THIS AREA OF DEBRIS AND DEAD TREES AND BRANCHES WE WOULD LIKE TO TOP THE TREES TO BELOW THE LEVEL OF THE HYDRO LINES, SIMILAR TO WHERE THEY HAVE PREVIOUSLY BEEN CUT.

Replanting Plan, if any (please include anticipated timeframe for completion):
 NO REPLANTING AT THIS TIME,



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

I have attached a colour photograph or colour photocopy of the subject tree(s) with descriptive notes or markings if applicable.

I have verified the information contained within this application is correct. No cutting of Significant Trees, as defined by Schedule "C" to Village of Lions Bay Tree Bylaw No. 393, 2007, as amended, is contemplated by this application or, if it is, this fact is clearly and explicitly set out in the application along with supporting rationale.

I acknowledge that responsibility for bylaw compliance rests with me as the applicant. I will indemnify and save harmless the Village of Lions Bay, its officials, employees and agents against claims, liabilities and expenses of every kind, in respect of anything done or not done pursuant to this application or ensuing permit, if issued, including negligence and/or failure to observe all bylaws, conditions, acts or regulations.

I understand that, should this application be approved, all work performed must comply with any and all conditions of approval incorporated in the Council resolution, and that failure to comply with such conditions may result in fines, penalties and/or legal action.

ROMANA EATON



SEPT 17 2017

Name of Applicant (Please Print)

Signature

Date Signed



CEDARS AND ALDER TREE
TO THE SOUTHWEST, WISH TO
BE TRIMMED AT TO SIMILAR
LEVEL AS PREVIOUSLY DONE



DEAD TREE

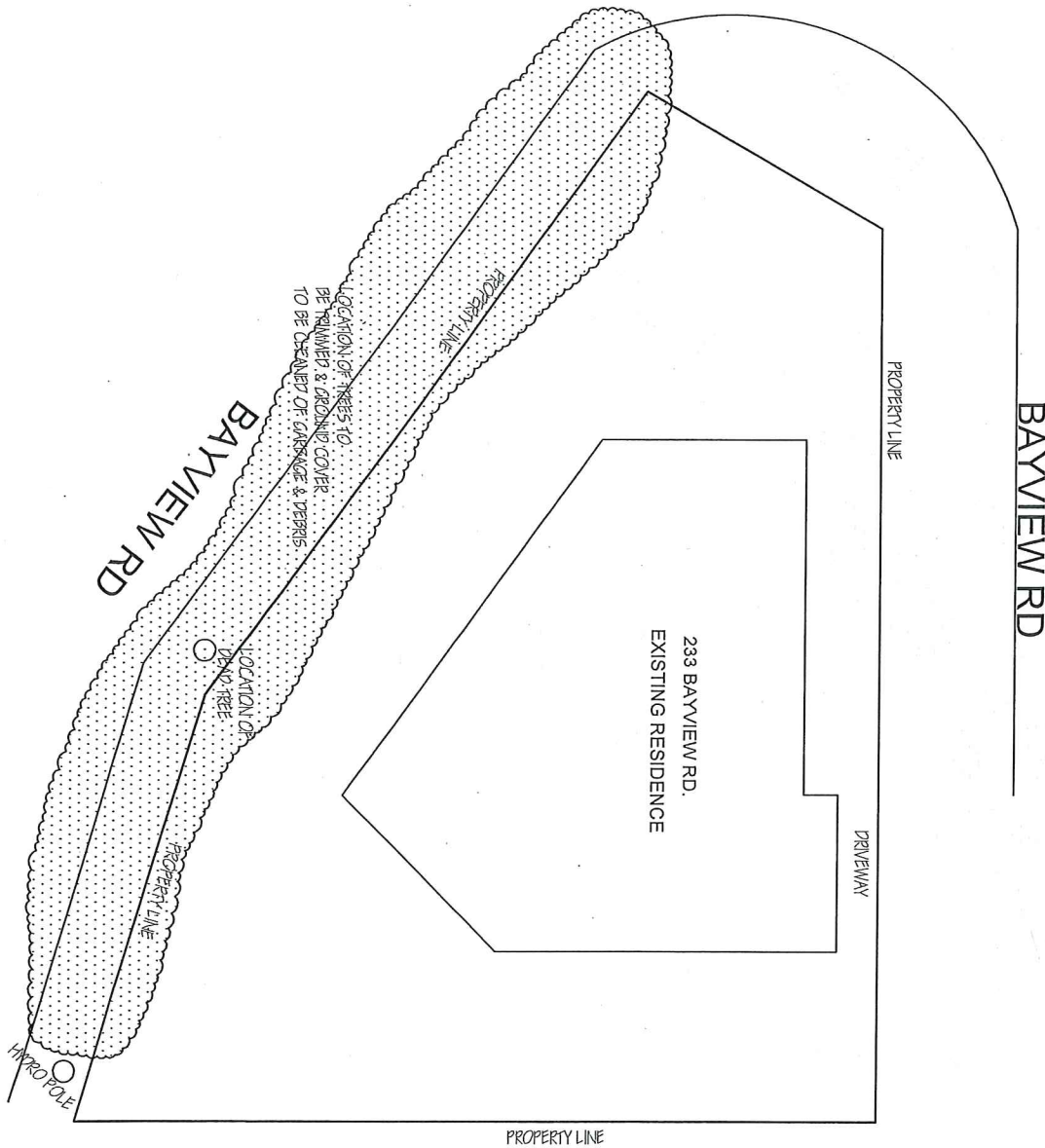
CEDARS AND ALDER TO THE SOUTH TO BE TRIMMED TO SIMILAR LEVEL AS BEFORE (SEE DEAD TREE) DEBRIS AT GROUND LEVEL TO BE CLEANED UP.

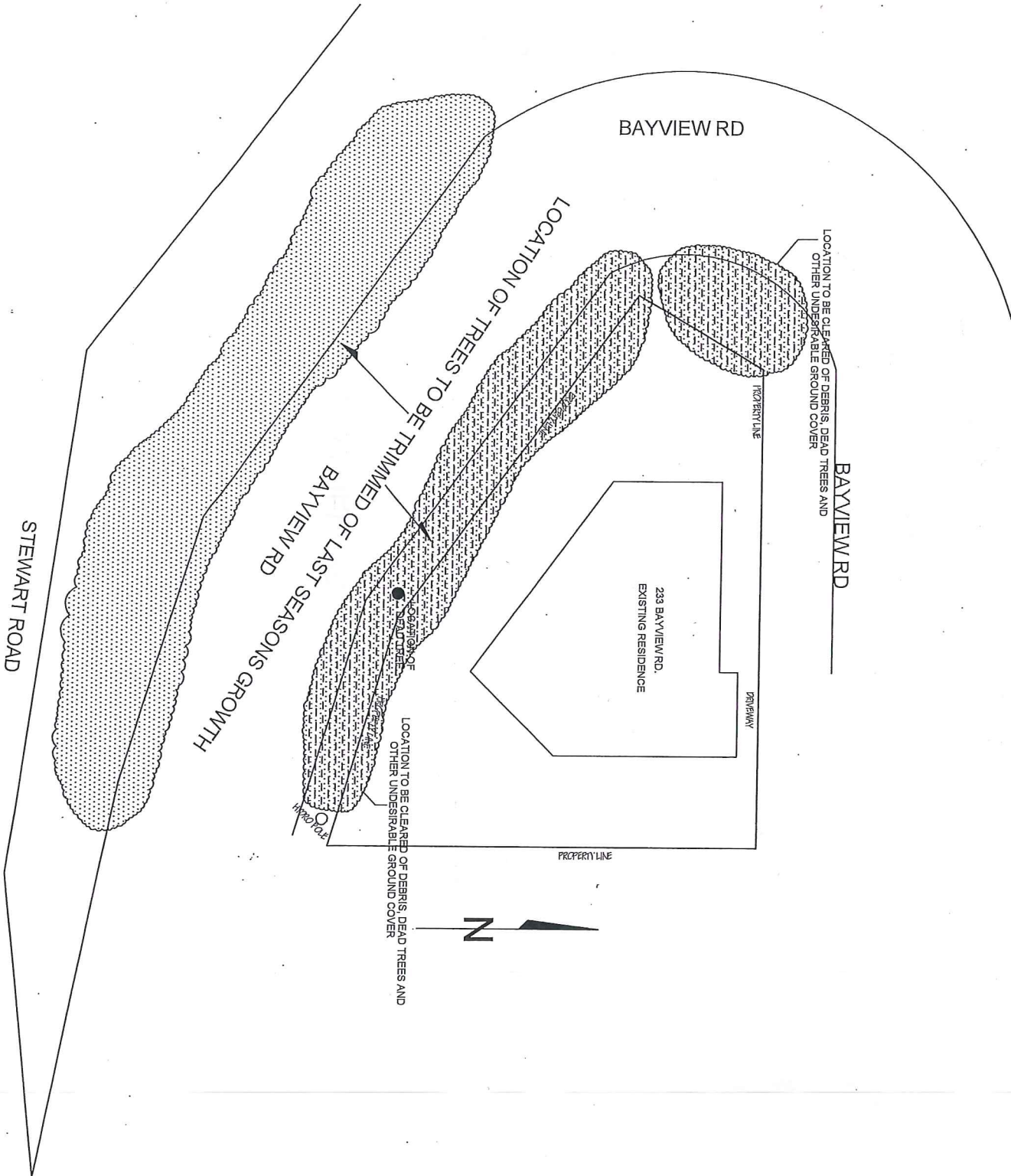


* BROKEN
POTS

PLANT CUTTINGS &
DEBRIS

BAYVIEW RD







Public Works Tree Cutting Referral Comments

| | |
|--|--|
| Tree Cutting Application Number: | # 81 |
| Name of Applicant: | ROMANA EATON |
| Address of Applicant: | 233 Bayview Rd |
| Location of Tree(s): | cedars & alder on south west boundary |
| Clearly on Municipal Land: (Y/N) (If no, survey required at applicant's cost) | YES MUNICIPAL. |
| Location in Relation to Municipal Infrastructure (Present & Future): | NO IMPACT. |
| Location in Relation to Others' Infrastructure (Telus / Hydro Lines, etc.): | NO IMPACT. |
| Slope Stability Considerations: | ITS STEEP ON THE WEST SIDE OF BAYVIEW. HOWEVER, CONSIDERING THE ROOT STRUCTURE, OF THE EXISTING TREES, SLOPE STABILITY SHOULDN'T BE AN ISSUE. |
| Replanting Required (Y/N and recommendations, if any): | NO |
| Other Considerations / Comments: | IF SOME OF THE PREVIOUSLY TOPPED TREES ARE REMOVED, AND SMALLER TREES ARE LEFT TO GROW, THIS WILL CREATE A CYCLE FOR A LIVING FENCE, WHICH ALSO PROVIDES A HEALTHY ROOT STRUCTURE THAT WILL PREVENT EROSION OF THE SLOPES. |
| Attachments (Y/N and Description): | |

Lions Bay Reception

From: Lions Bay Reception
Sent: Tuesday, September 19, 2017 12:19 PM
To: [REDACTED]
Subject: Tree Cutting Application for 233 Bayview Rd
Attachments: Form Letter for canvassing Affected Neighbour properties.pdf

Romana

In consultation with Peter DeJong our CAO, he has advised that you must canvass your neighbours at:

231 Bayview Rd
240 Bayview Rd
242 Bayview Rd
255 Stewart Rd
256 Stewart Rd
257 Stewart Rd
258 Stewart Rd
259 Stewart Rd
260 Stewart Rd
261 Stewart Rd
262 Stewart Rd

I have attached the Form Letter for canvassing your neighbours. Please make copies. Each neighbour will need to respond.

Thank you

Susan Loutet
Administrative Assistant



The Municipality of the Village of Lions Bay. www.lionsbay.ca
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 CANADA
Tel: (604) 921-9333 ext. 1000 | Fax: (604) 921-6643

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Lions Bay Reception

From: Romana Eaton [REDACTED]
Sent: Monday, October 16, 2017 3:21 PM
To: Lions Bay Reception
Subject: Re: Tree Cutting Application for 233 Bayview Rd

Follow Up Flag: Follow up
Flag Status: Completed

Thank you

On Mon, Oct 16, 2017 at 2:46 PM, Lions Bay Reception <reception@lionsbay.ca> wrote:

Romana

We have had no replies to the canvas letter which you distributed.

The Tree Cutting Application package, has today been forwarded to Public Works, for their inspection and comments.

As soon as we have their comments, the package will be forwarded to the Tree Committee, for their comments and recommendation to Council. (they have 8 business days to complete this) At this time the Tree Committee will contact you when the meeting will take place.

This application will not make the October 17 Council meeting. There are 2 Council Meeting in November, the 7th and 21st.

Thank you

Susan Loutet

Administrative Assistant



The Municipality of the Village of Lions Bay. www.lionsbay.ca

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

Tel: (604) 921-9333 ext. 1000 | Fax: (604) 921-6643

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Minutes of the Tree Committee meeting

November 9th, 2017

On-site @ 233 Bayview Road

In attendance; Chair, Simon Waterson, Ron McLaughlin and Jim Cannell.

1. The meeting was called to order at 09:34 am.
2. Simon Waterson was appointed Recorder for the meeting.
3. The Agenda was approved unanimously.
4. Public Participation – Jeff (owner of 233 Bayview Road) attended the meeting, allowed access to the property, and pointed out the request.
5. The previous minutes from the meeting dated 17th October 2017 were approved unanimously.
6. Old Business; None.
7. New Business;
 - a. Public Works is requested to provide the Tree Committee with a list of (Village) used / preferred tree contractors as the Committee is frequently asked this question.
 - b. Tree Application #81 – 233 Bayview Road - moved by Ron McLaughlin; Seconded by Simon Waterson, that:

As requested, the applicant is permitted to clean the area of dead trees, branches and debris, including the group of trees on the hairpin bend

Further, as requested, they are permitted to top the trees to a similar position to where they had been previously topped.

It is recommended that the applicant reads the “scrub and debris” bylaw.

For all the above work, all debris should be removed

Finally, Councillor McLaughlin committed to ensuring that work could be carried out the day after the next council meeting, if Council agreed to the Tree Committee recommendations. Point being that the contractor is booked for the next day. Mr. McLaughlin or the CAO to advise the following morning if the work is not approved.

8. Adjournment; - The meeting adjourned at 09:58am.

Simon Waterson

Recorder



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

MEETING OF THE LIONS BAY BEACH PARK ADVISORY COMMITTEE HELD ON TUESDAY, OCTOBER 26, 2017 at 7:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

In Attendance:

Council: Mayor Karl Buhr (Ex Officio)
Councillor Ron McLaughlin (Chair)

Staff: Public Works Manager Nai Jaffer

Advisory Committee Members:

Oliver Brunke
Heather Hood
Russ Meiklejohn
Robin Spano

Regrets:

Administrative Assistant Susan Loutet
Mattie Gildenhuis

1. Call to Order

Councillor McLaughlin called the meeting to order at 7:03 p.m.

2. Approval of Agenda

Moved/Seconded

THAT the Author and Author's Helper of the Committee's Recommendation to Council be added as item 6B. i and ii respectively;
THAT the agenda be adopted as amended.

CARRIED

3. Approval of Minutes

Moved/Seconded

THAT the minutes of the Lions Bay Beach Park Advisory Committee meeting of September 19, 2017 be approved as circulated.

CARRIED

4. Business arising from the minutes

Ongoing Operating

- While replacing rotten logs at the Lori Beck gazebo Public Works staff discovered further rot in several of the roof timbers. Short term integrity of the structure is not an issue now but its longevity is. A discussion about the gazebo ensued and based on public feedback and the committee's recommendation the structure may be either repaired or replaced with a different structure at a different location.
- The beachfront rock retaining wall is in adequate condition and Public Works will continue to monitor and maintain it as an operational item. Public Works will also see to the concern about a drop off at the stairs leading down from the gazebo area.
- Public Works will be completing repairs to the wooden fence at the southern border of the park.

Work Outstanding – Costs/Budget approved

- Repairs to the wooden stairs and playground surround have been budgeted for but are on hold until an overall recommendation is approved by Council with previous allocated funds to be put towards the overall redesign of the park.

Public Works takeaways for the next meeting

- Public Works will have the cedar tree at the centre of the park assessed for rot and overall health
- A discussion was had revolving around a new tot's playground with similar features as in the John Lawson Park playground in West Vancouver. Robin/Heather to provide photographs of the John Lawson tot structures. Costing of these structures was to be explored.
- The swings are used and Public Works was tasked with determining their condition or costing for a new set of similar design.
- A discussion was had around park benches and it was decided that the type and number of donated/memorial benches would be included in the final plan for the park. The policy is an operational item that staff will work towards.
- Public Works will provide costs for non-fixed picnic tables in wood or plastic.
- Public Works will provide costs to outsource washroom cleaning and garbage collection for the weekends during the summer months.
- Public Works will provide costs for demolition of the existing washroom structure and construction of a new washroom building slightly larger than the existing structure with additional toilets/urinals and storage facilities

- Public Works will provide costs for a tubular galvanized boat/paddle board storage unit
- Russ will work on a landscape design / plan for the park that will consider the removal of the cedar, terraces, a larger washroom with outside shower and cleaning facilities, larger new boat/paddle board storage facility, and an expanded covered public area, as well as other features. Public Works will provide what documentation it can to Russ.

5. Unfinished Business / Next steps

A. Survey Monkey

- i. Type of questions and number discussed along with exploration of who has survey expertise.
 - Karl has survey expertise and will assist when the questions are decided upon.
 - Karl to request feedback from residents (via The Village Update) with respect to what they'd like to see happen in the park. Responses to be in hand before the next meeting. The feedback will assist in formulating the survey questions.
- ii. Head monkey
 - Oliver to lead and work on questions for the next meeting. Staff to provide aforementioned public feedback as it comes in.
- iii. Head monkey helpers
 - Heather to assist
- iv. Author
 - Robin to author the final report and recommendation to Council
- v. Author's helper
 - none
- vi. Execution dates. The survey is to be sent to the Community by mid-November. The final report and recommendation is to be sent to Council by late December.

6. New Business

A. Budget

- Work in progress. This will be Ron's responsibility.
- Heather advised the Events Committee is willing to fundraise for components e.g. Tot's playground structure. Held as an item for future consideration.

B. Execution recommendation

- Project should be initiated early in New Year with target completion in early summer.

C. Next Meeting

- November 9, 2017 at 7:00 PM in Council Chambers

7. Public Questions and Comments

- none

8. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:30 p.m.



Royal Gendarmerie
Canadian royale
Mounted du
Police Canada

Security Classification/Designation
Classification/désignation sécuritaire

Unclassified

Inspector Jeff CHRISTIE
OIC Sea to Sky RCMP
1000 Finch Drive
Squamish, BC
V8B 0M5

Your File Votre référence

Village of Lions Bay
400 Centre Road
Lions Bay, BC
V0N 2E0

Our File Notre référence

2017-11-09

To Whom it May Concern,

Lions Bay Activity Report
Report period: September & October 2017

The following is a list describing Calls for Service to the RCMP from in and around the area of Lions Bay.

HWY 99 (within jurisdiction of Lions Bay):

Traffic - Moving/Non-Moving Violations x 32
Impaired Driving Investigations x 5
Collision - Damage Over / Under \$1000 / Non-fatal x 8
Collision - Fatal / Non-fatal x 0
Other: all remaining call-types x 6

51 Calls for Service

Lions Bay Village:

Cause Disturbance/Breach of Peace x 0
911 - False/Abandoned x 2
False Alarms x 4
Suspicious Circumstances x 1
Theft / Theft of Vehicle x 0
Theft from Motor Vehicle x 0
Break and Enter Residence/Business x 0
Mischief x 1
Parking Violations x 1
Other x 11 (of which 3 Hiker/SAR related)

20 Calls for Service

Total = 71

Should you have any questions, please do not hesitate to contact the Squamish RCMP Detachment at (604)892-6100.

Kind regards,

J. (Jeff) CHRISTIE, Inspector
OIC Sea to Sky RCMP

/mm

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

| | | | |
|-------------------|---|---------------------|-------------|
| Type | Request for Decision | | |
| Title | Fire Bylaw No. 428, 2011 - Amendments to Sprinklering Provisions | | |
| Author | Peter DeJong | Reviewed By: | Name |
| Date | November 16, 2017 | Version | |
| Issued for | November 21, 2017 Regular Council Meeting | | |

Recommendation:

THAT Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017 be amended and read a third time, as amended.

Attachments:

Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017 with proposed amendments for 3rd reading.

Key Information:

The current sprinklering provisions in Fire Bylaw No. 428 do not provide a clear means of determining the trigger point for the requirement to add sprinklering for renovations of residential buildings in Lions Bay. The wording is ambiguous and has caused issues of interpretation in the past for the Building Inspector and the Fire Chief vis-à-vis owners and developers seeking to avoid the requirement.

The intent is that sprinklering be included in all new residences and in any substantial renovations of existing residences. This is a particularly important policy position in any community with a volunteer fire department. Sprinklering is acknowledged to provide additional time to the fire department to get to the scene of a fire before the fire reaches the “flashover” point (the near-simultaneous ignition of most of the directly exposed combustible material in an enclosed area). This substantially enhances the safety of the occupants (along with smoke detectors) and improves the potential for the fire department to protect persons and property and to prevent the fire from spreading to adjoining homes and/or forested areas, a key consideration in suppressing the ignition of the wildland interface.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

The new wording stipulates that all residential buildings in Lions Bay must have a fire sprinkler system or fire suppression system. This does not mean that everyone has to go out and retrofit their existing premises. All non-compliant buildings are “legally non-conforming” and are not required to install such a system until they are rebuilt or substantially renovated. In terms of seeking an appropriate measure for triggering the requirement in a renovation, staff initially looked to section 532 of the Local Government Act for guidance in selecting a measure of “75% of the assessed value of the building”.

Unfortunately, when that measure is applied against the average assessed value of improvements in Lions Bay (\$225,500) or the median assessed value of improvement in Lions Bay (\$172,000), it was clear that a percentage of such values would produce a very low threshold for triggering the requirement to sprinkler the whole building being renovated (Code requires that the whole building be sprinklered, rather than just an addition or renovated area).

Recognizing that sprinklering of existing buildings can be a much more substantial undertaking than sprinklering of new buildings (eg: walls and ceilings needing to be accessed, some of them vaulted, digging up driveways to bring an additional $\frac{3}{4}$ ” water line for the sprinkler system, etc.), Council indicated a desire not to impose too strict a requirement. In other words, the renovation should be of such a substantial nature that the life of an older building is being extended rather than replaced and as a result it should be sprinklered to support the principle that safety considerations, for both the subject residence and neighbouring properties and/or the surrounding vegetation, be elevated in priority for substantial renovation applications.

After much discussion, it was decided to determine a substantial renovation as one which exceeds 75% of the replacement value of the building, as determined by multiplying the gross floor area of the building by \$300. Therefore, for example, on a home of 3,000 square feet x \$300 x 75%, the sprinklering threshold would be set at \$675,000.

Subsequently, staff have determined that both Pitt Meadows and Maple Ridge use much lower thresholds of 25% and 50% respectively of the assessed value. However, it was also learned that in Maple Ridge, most retrofit sprinkler installations are designed with a holding tank and pump system supplied by the existing potable water system, rather than forcing



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

the installation of a new 3/4" water line. The systems still have to be designed by a sprinkler system registered professional, but this option provides a very cost effective alternative which substantially mitigates the cost of the requirement.

As a result, staff are comfortable with and are recommending Council remain with the methodology and formula chosen for establishing the threshold for the sprinkling requirement for renovations. There is a slight modification of terms in the bylaw for 3rd reading, in that the BC Building Code now references "registered professional" rather than "qualified professional". Further, the registered professional designs the system, but a certified installer installs the system. Finally, the Building Inspector "accepts" (rather than approves) the schedules from the registered professional who has designed the system.

Options:

- (1) Give the amended bylaw third reading;
- (2) Amend the bylaw further and then give it third reading;
- (3) Send the bylaw back to staff for further information prior to giving it third reading.

Preferred Option: Option 1 – Give the bylaw third reading.

Legal Considerations: The December 15, 2017 In Force date for key sections of new Building Act will prevent any further amendments of sprinkling bylaws after that date. The issue of sprinkling is being reviewed by the Province and it is expected that a new sprinkling regulation will be published, which local governments may elect to implement as their only option. Until then, we can rely on our provisions.

Follow Up Action: Assuming 3rd reading, the bylaw would come back for adoption at the December 5th Council meeting.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017

Adopted: _____, 2017

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

Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017

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

1. This bylaw may be cited for all purposes as “Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017”.
2. The section 1 citation for Fire Bylaw No. 428, 2011 (“Bylaw 428”) is amended by deleting “Fire Bylaw Number ____” and substituting “Fire Bylaw No. 428, 2011”.
3. Sections 44 through 47 of Fire Bylaw No. 428, 2011 (“Bylaw 428”) are hereby deleted and the following substituted therefore:

“44. All residentially zoned buildings in the Village of Lions Bay must have a fire sprinkler system or fire suppression system ~~installed~~ designed by a ~~qualified~~ registered professional and ~~approved~~ accepted by the Building Inspector.

45. If a person makes an alteration to a residentially zoned building which does not have a sprinkler system, and the value of the alteration as specified in the applicable building permit is more than 75% of the replacement value of the building, as determined by multiplying the gross floor area of the building by \$300, then the entire building must have a fire sprinkler system or fire suppression system ~~installed~~ designed by a ~~qualified~~ registered professional and ~~approved~~ accepted by the Building Inspector.

46. Every dwelling unit, as defined in Zoning and Development Bylaw No. 520, 2017, must contain a minimum five pound A.B.C dry chemical ULC, UL or CSA approved fire extinguisher, which must be located in or on the same floor level as the kitchen.

47. Every dwelling unit, as defined in Zoning and Development Bylaw No. 520, 2017, must contain smoke alarms installed in accordance with the current BC Building Code, and every owner of a dwelling unit must replace each smoke alarm in accordance with the manufacturer’s rated service life for the smoke alarm.”

READ A FIRST TIME

November 7, 2017

READ A SECOND TIME

November 7, 2017

READ A THIRD TIME

November __, 2017

ADOPTED

December __, 2017

Mayor

Corporate Officer

**Certified a true copy of Fire Bylaw No. 428, 2011,
Amendment Bylaw No. 535, 2017 as adopted.**

Corporate Officer



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

| | | | |
|-------------------|--|---------------------|---------------------|
| Type | Request for Decision | | |
| Title | Fees Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017 | | |
| Author | Shawna Gilroy | Reviewed By: | Peter DeJong |
| Date | November 17, 2017 | Version | 1 |
| Issued for | November 21, 2017 Regular Council Meeting | | |

Recommendation:

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017 be introduced and read a first and second time.

Attachments:

- (1) Draft Fees Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017
- (2) Draft Consolidation of Fees Bylaw No. 497, 2016

Key Information:

The Fees Bylaw is looked at yearly in order for updated fees to take effect on January 1st of each year. Schedules 1-10 have been reviewed and amended, as outlined in the draft consolidation.

Options:

- (1) Give the bylaw first and second reading;
- (2) Amend the bylaw and then give it first and second reading;
- (3) Send the bylaw back to staff with other instructions.

Preferred Option:

- (1) Give the bylaw first and second reading to allow for third reading at the December 5th meeting and adoption at the December 19th meeting so that the fees can take effect on January 1, 2018.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



**Fees Bylaw No. 497, 2016,
Amendment Bylaw No. 534, 2017**

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

Fees Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017

A bylaw to amend Fees Bylaw No. 497, 2016

WHEREAS, pursuant to the provision of the *Community Charter and the Local Government Act*, the Village of Lions Bay may impose municipal fees in respect of all or part of a service of the municipality, the use of municipal property, the exercise of authority to regulate, prohibit or impose requirements, or in respect of such other matters permitted by an enactment;

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

Part 1 – CITATION:

1.1 This Bylaw may be cited for all purposes as "Fees Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017".

Part 2 – AMENDMENT

2.1 Schedules 1-10 attached to Fees Bylaw No. 497, 2016 as amended are hereby replaced by Schedules 1-10 attached to Fees Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017.

READ A FIRST TIME

November 21, 2017

READ A SECOND TIME

November 21, 2017

READ A THIRD TIME

_____, 2017

ADOPTED

_____, 2017

Mayor

Corporate Officer

**Certified a true copy of Fees
Bylaw No. 497, 2016, Amendment
Bylaw No. 534, 2017, as adopted.**

Corporate Officer

SCHEDULE 1 – GENERAL ADMINISTRATION

| Description | Fee |
|--|--|
| Freedom of Information and Protection of Privacy Act Fees payable for requests made under the <i>Freedom of Information and Protection of Privacy Act and Regulation</i> | As per <i>Freedom of Information and Protection of Privacy Act and Regulation</i> , Schedule of Maximum Fees.* *Note: For commercial applicants, for each service listed, the actual cost to the public body of providing that service shall be determined at the rate of \$10.00 per ¼ hour. |
| Locating, retrieving, producing or preparing records for disclosure | \$7.50 per ¼ hour |
| Shipping documents | Actual cost of shipping method chosen by applicant |
| Photocopying / printing / scanning documents (FOI) | \$0.25 per page (black & white) \$1.65 per page (colour) |
| Copy of house plans | \$75 plus actual costs |
| NSF cheque fee (returned cheques) | \$30 per cheque |
| Tax certificates | \$30 each |
| Property title search from Land Title Office | \$25 |
| Reprinted tax / utility documents | \$20 per document (no charge for property owner) |
| Lions Bay Flag | \$100 |
| Lions Bay Historical Society Booklet | \$10 |
| Lions Bay stickers | \$2 |
| Community Garden | \$25 per plot annually |
| Permit under Outdoor Water Use Bylaw No. 484 | \$40 |
| Biodegradable Organics Bags | \$4 plus GST |

SCHEDULE 2 – DEVELOPMENT, LAND AND BUILDING SERVICES

| Description | Fee |
|--|---|
| Official Community Plan Amendment (Residential) | \$2500 or \$3000 if combined with rezoning application, plus actual advertising cost, plus 10% thereof, with \$700 refunded if no public hearing. |
| Zoning Bylaw Amendment (Residential) | \$2500, plus actual advertising cost, plus 10% thereof, with \$700 refunded if no public hearing. |
| OCP or Zoning Amendment (Non-Residential) | \$2500 for first 465 m2 of building area plus \$500 for each additional 100 m2 or part thereof. |
| Request for Preliminary Review of Subdivision Development Proposal (Initial Meeting) | \$250 |
| Request for Preliminary Review of Subdivision Development Proposal (Preliminary Review Process) | \$2000 plus \$300 for each additional lot after first lot created. Additional expenses may apply per Bylaw No. 431, as amended. |
| Land Subdivision (Final Approval) Application | \$1000 plus \$200 for each additional lot or strata lot after first lot or strata lot created |
| Development Permit | \$1200 |
| Development Variance Permit | \$750 |
| Temporary Use Permit | \$1,000 plus \$750 for renewal application |
| Inspection fee for Temporary Use Permit for Short Term Rentals | \$250 – Includes initial inspection plus one additional inspection. Each additional inspection \$75/hour |
| Board of Variance | \$500 |
| Building Permit Application Fee (non-refundable) | \$100 |
| Pre-Building Permit Application Consultation Fee | \$75 per hour |
| Building Permits (based on value of construction): | |
| Minimum fee (<\$1,000) | \$150 |
| • \$1,000-\$9,999 | \$150 plus \$12 per \$1,000 |
| • \$10,000-\$49,999 | \$250 plus \$11 per \$1,000 |
| • \$50,000-\$99,999 | \$300 plus \$10 per \$1,000 |
| • \$100,000 and greater | \$400 plus \$9 per \$1,000 |
| <i>The minimum fee for a building permit for a <u>new dwelling</u> shall be not less than the fee for a building having a value of \$300,000 (\$3,100.00).</i> | <i>Building permits are valid for a maximum of two years, at which time they expire. A permit may be renewed once only in accordance with Building Bylaw No. 234, 1994, as amended.</i> |

| | |
|---|--|
| Permit renewals <i>A building permit is valid for a maximum of two years, at which time it expires. A permit may be renewed once only in accordance with Building Bylaw No. 234, 1994, as amended.</i> | 75% of current Building Permit Fee |
| Damage Deposit (based on value of construction): <ul style="list-style-type: none"> • Up to \$10,000 • Up to \$50,000 • Up to \$250,000 • Greater than \$250,000 <p><i>A Damage Deposit is required when taking out a Building Permit or a Demolition Permit, or when performing other works requiring an engineer's certificate or heavy machinery on Village highways. An occupancy certificate is needed with respect to a Building Permit and an inspection by the Public Works Manager is required prior to a Damage Deposit being returned.</i></p> | \$500 \$1,500 \$3,000 \$5,000 |
| Demolition Permit fees: Accessory building or structure All other buildings | \$100 per building \$1000 per building |
| Site Alteration Permit (includes soil and other material deposit or removal and land clearing) | \$250 |
| Reconsideration by Council | \$750 |
| Change of Address | \$500 |
| Blasting permit application fee | \$250 |
| Secondary suite surcharge | 40% of Annual Utility Billing |
| Secondary suite inspection fee | Initial inspection plus one additional inspection free. Each additional inspection \$75/hour |
| Tree cutting permit applications | \$75 (non-refundable) |
| Lawn sprinkling permit application | \$40 |
| Oil Tank Inspection Fee | \$250 |
| Plumbing Fee | \$100 plus \$25 for each fixture |
| Sprinkler Permit Fee: New construction | \$125 plus \$2.50 per sprinkler head |
| Renovations requiring sprinkling | \$250 plus \$2.50 per sprinkler head |
| Alternate Solutions: Building Inspector (additional charge if required on more involved issues per Building Bylaw) Code Professional (additional charge if required on more involved issues per Building Bylaw) | \$75 per hour (\$225 minimum) Actual cost plus 10% |
| Extra Inspections (after second inspection) | \$100 per inspection |

| | |
|---|---|
| Lot grading (trucking receipt required) | \$250 (up to 10 loads) \$500 (11-20 loads) \$1000 (more than 20 loads) |
| Pre-inspection of a building being moved within the Village | \$500 per structure |
| When a permit is surrendered and cancelled before any construction begins and the owner has provided written notification that the project will not be undertaken | 50% of the building permit fee and 100% of the deposit shall be refunded to the property owner. |
| Plan review for building design modifications | \$75 per hour |
| Transfer of building permit | \$125 |
| Unregistered Encroachment Agreement | \$400 |
| Review & registration of Section 219 covenant placed according to the Land Title Act | \$400 |
| For discharge of Section 219 covenant placed according to the Land Title Act | \$100 |

**NOTE: All permits include one inspection. All security deposits are refunded, less costs incurred, after Final Inspection*

SCHEDULE 3 – ENGINEERING & PUBLIC WORKS

| Description | Fee |
|--|--|
| Water service connection fees | \$600 plus actual costs |
| Sewer service connection fees | \$600 plus actual costs |
| Locate water leak / water shutoff valve on private property / turn water on or off | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) |
| Locate Sewer Pipes / Connection | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) |
| Public Works hourly rate per worker (regular business hours) | \$75 per hour |
| Emergency after hours call-out | \$115 per hour (3 hour minimum) |
| Bear Smart garbage container | \$175 |
| Driveway Crossing Permit | \$100 |

SCHEDULE 4 – ANIMAL CONTROL & LICENCING

| Description | Fee |
|---|---|
| Annual licence for altered dog | \$30 if paid before March 31 st or within 30 days of becoming a new resident or obtaining a new dog \$60 for all others |
| Annual licence for unaltered dog | \$60 if paid before March 31 st or within 30 days of becoming a new resident or obtaining a new dog \$90 for all others |
| Rebate of annual licence fee for dog altered subsequent to licence being paid | \$30 |
| Tag replacement | \$10 |

SCHEDULE 5 – TRAFFIC & PARKING FEES**FEES FOR PERMITS**

| Description | Fee |
|---|--|
| Extra annual resident parking permit – obtainable by a resident, allows parking in “resident parking” zones | \$40 per year (1 free permit for each volunteer firefighter not otherwise receiving a free permit with a property tax notice) |
| Worksite parking permit for building-site workers for three months – obtainable by homeowners or construction managers on projects, allows parking in “resident parking” or “construction parking” zones | \$40 for three months |
| Film company parking Film worker’s personal vehicle Film company truck | Refer to Schedule 7: Filming |
| Visitor parking day pass – obtainable for visitors, allows parking for one day in “resident only” zones | \$15 per vehicle |
| Special occasion parking for visitors – obtainable by residents, allows parking for one day for guests | \$0 per vehicle |
| Operating a vehicle or combination of vehicles in excess of 63,500 kgs licensed gross vehicle weight on highway | \$35 per vehicle load |
| Monthly fee for parking of extraordinary vehicle or trailer on Village property, with permission of Council Extraordinary vehicle or trailer under 6.1 metres in length Extraordinary Vehicle or trailer 6.1- 6.5 metres in length Extraordinary Vehicle or trailer 6.5-7.7 metres in length Extraordinary Vehicle or trailer over 7.7 metres in length | \$80 per month/\$960 per year \$80 per month/\$960 per year \$110 per month/\$1,320 per year \$135 per month/\$1,620 per year |
| Daily fee for placing dumpster on highway | \$35 |

Where work is performed by the Village in cleaning up spills or deposits on a highway, or remediating damage to a highway, fees per hour of work will be charged as shown below, to cover staff time plus use of Village equipment. Actual extra costs to the Village for items such as fuel, materials, turf, plants, storage in commercial premises, and equipment rentals required for clean-up or remediation work, will also be charged, based on invoices or receipts for materials or equipment. If work is performed by a commercial contractor under contract to the Village, the actual cost of the contract will be charged, in addition to a \$150 flat fee for Village administration time.

| | |
|---|--|
| Clean-up of spills or deposits on highway | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) |
|---|--|

| | |
|--|--|
| Remediation of damage to highway | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) |
| Administration fee for commercial contract | \$150 |

FEES FOR REMOVALS FROM HIGHWAY

| | |
|---|--|
| Where vehicles, obstructions and chattels are removed from a highway, fees per hour of work are charged for removals and towing. If these items are not claimed and must subsequently be advertised and sold at auction, a flat fee is charged to cover the cost of storage, administration time and advertising. | |
| Removal of chattels, obstructions and things seized from highway | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) plus \$50 per day fee for storage |
| Towing of vehicle | Actual cost plus Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum)\$100 per |
| Sale of chattels, obstructions and things seized from highway | \$1000 flat fee |

FEES FOR METERED PARKING

| Description | Fee |
|--|---|
| Lions Bay Beach Park Lot (adjacent to train tracks) <i>*Permit holders NOT exempt from fee.</i> | \$2/hour or portion thereof up to \$16/day (Day is 24 hours - maximum 3 days) |
| Kelvin Grove Beach Park Lot <i>*Permit holders exempt from fee.</i> | \$1/hour or portion thereof up to \$8/day (Day is 8 am-10 pm – closed 10 pm-8 am) |
| Sunset Trailhead Lot <i>*Permit holders exempt from fee.</i> | \$1/hour or portion thereof up to \$8/day (Day is 24 hours - maximum 3 days) |

[Amended by Bylaw No. 530]

SCHEDULE 6 – COMMUNITY FACILITY RENTALS

Rental fee includes use of kitchen, tables, chairs and music player.

| Description | Fee* |
|--|---|
| Hall Rental for private events: Examples of use: dances, weddings, ceremonies, etc. | \$220 if liquor being served \$110 if no liquor being served <i>If event occurs over multiple days, the rate above applies per day</i> |
| Hall Rental for children’s Birthday parties | \$60 per event (maximum 4 hours) |
| Hall Rental for program use: Examples of use: programs contracted through the Village. | 20% of revenue per session, or minimum payment amount of \$40.00 per month, whichever is greater. |
| Hall Rental for non-profit groups: Community group activities, meeting a maximum of once per week to a maximum of 12 hours per month. Additional fee for events exceeding the maximum Non-profit community groups (single event) | \$40 per month \$25 per event \$25 per event <i>This is the fee rate applicable to requests for fee waivers under the Municipal Grant program.</i> |
| Hall Drop-In Rate: Examples of use: drop in for casual sports and fitness use (drop in rate does not apply for programs). | Youth: \$5 per person per hour Adult (18+): \$10 per person per hour <i>Youth must be supervised by an adult while using Village facilities.</i> |
| Meeting Room Rental (accommodates up to 10 persons): Meeting Room A (includes washroom) Meeting Room A and B | \$10 per hour (2 hour minimum) per room |
| Rental of Tennis Courts for Program Use (max 2 hours per day) | 20% of revenue per session or minimum payment amount of \$40.00 per month, whichever is greater. |
| Park Event Rental Fees: Lions Bay Beach Park Kelvin Grove Beach Park Wade Park | |

| | |
|---|---|
| Insurance costs (if required) | Actual cost as determined by Village's insurer |
| Cancellation Fee: | Refer to policy: POL-1408 Refunds & Cancellations |
| Staff Assistance (assemble/disassemble equipment on-site – excluding stage): | \$50 set up \$50 take down |
| Stage (assemble/disassemble): | \$100 |
| Sound System: | \$50 |
| <i>No offsite rental for stage and sound equipment.</i> | |
| Equipment Rental Rates (for off-site use): | |
| Table rental | \$10 each |
| Chair rental (No outside use of chairs without explicit written authorization) | \$1 each (\$10 minimum) |
| <i>Equipment not returned within 72 hours will result in forfeiture of deposit.</i> | |
| Projector and Laptop Rental: | \$25 per use |
| <i>No offsite rental for projector and laptop.</i> | |
| Deposit for facility / equipment rental: | Equal to rental fee or minimum of \$50, whichever is greater. Refundable in accordance with policy POL- 1407 Community Facility Rentals. Note: Liability for damage or loss is not limited to the deposit amount. |

**plus deposit*

SCHEDULE 7 – FILMING

| Description | Fee |
|---------------------------------|---------------------|
| Filming application fee | \$250 |
| Filming fee (per day) | \$300 |
| Damage deposit | \$5000 (refundable) |
| Filming in VOLB parks | \$500 |
| Parking fees: | |
| Car | \$25/day |
| Truck | \$100/day |
| Filming Liaison | \$40/hour |
| Municipal Services | \$80/hour |
| Fire Rescue Services | \$100/hour |
| Fireworks (pyrotechnics) permit | \$100 |

SCHEDULE 8 – FIRE RESCUE / EMERGENCY PERMITS & FEES

| Description | Fee |
|--|---|
| Fire investigation | \$200 per person per hour or portion plus actual site security costs |
| Fire Safety Plan Review | \$100 |
| Inspection of buildings other than routine inspections (after 2 nd inspection) under the Fire Services Act | \$100 |
| Inspection of buildings other than routine inspections (after 3 rd and subsequent inspection) under the Fire Services Act | \$200 |
| Inspections – special request | \$150 |
| Special events fire permit/inspection | \$100 per person per hour or portion thereof |
| Fireworks Permit | \$50 |
| Cost recovery for work performed in removal or remediation of a fire hazard at or around a building or premises | <p>\$100 per person per hour or portion thereof to cover time plus use of municipal equipment.</p> <p>Actual extra costs for items such as equipment rentals required for clean up or remediation work will also be charged, based on invoices or receipts for materials or equipment.</p> <p>Actual costs of a commercial contractor under contract to the municipality will be charged in addition to a flat fee of \$150 for municipal administration.</p> |

**Note: all permits include one inspection*

SCHEDULE 9 – MEMORIALS AND DEDICATIONS

| Description | Fee |
|--------------------|---|
| Bench Dedication | \$1,200 - \$1,500 includes cost and installation of bench, cost and installation of plaque and ongoing maintenance. |

SCHEDULE 10 – GENERAL

| Description | Fee |
|---|---|
| Boat space rental permit at Lions Bay Beach Park | \$125 per calendar year if paid by March 31 st \$150 if paid after March 31 st , but before May 31 st (after May 31 st , boat will be seized and removed) <i>*If a boat space is obtained after March 31st, the \$150 permit fee shall be prorated based on the months left in the year. No refunds will be issued for permits terminated during the year.</i> \$100 plus \$20/day for storage |
| Seizure and removal of boat from boat space rental area for failure to pay annual fee by June 1 st . | \$500 flat fee |
| Sale of seized boat if unclaimed for 120 days after seizure. | |



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Fees Bylaw No. 497, 2016

Office Consolidation

This document is an office consolidation of Fees Bylaw No. 497, 2016 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Fees Bylaw No. 497, 2016, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

| Bylaw No. | Section | Description | Adopted |
|-----------|------------|---|---------------|
| 519 | 3 | Deletes section 5.1.13 | April 4, 2017 |
| 526 | 2.1 | Amends schedule 1 | May 5, 2017 |
| 530 | 2(a) | Adds metered parking fees to schedule 5 | July 4, 2017 |
| 534 | <u>2.1</u> | <u>Replaces Schedules 1-10</u> | |

Deleted:

Fees Bylaw No. 497, 2016

A bylaw to provide for the imposition of fees.

WHEREAS, pursuant to the provision of the *Community Charter and the Local Government Act*, the Village of Lions Bay may impose municipal fees in respect of all or part of a service of the municipality, the use of municipal property, the exercise of authority to regulate, prohibit or impose requirements, or in respect of such other matters permitted by an enactment;

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

Part 1 – CITATION:

- 1.1 This Bylaw may be cited for all purposes as "Fees Bylaw No. 497, 2016".

Part 2 – SEVERABILITY:

- 2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Part 3 – FEES AND CHARGES

- 3.1 The municipality hereby imposes the fees for the provision of services and information as specified in Schedules 1 to 10 inclusive, which are attached hereto and form part of this bylaw.

Schedules

Schedule 1: General Administration

Schedule 2: Development, Land and Building Services

Schedule 3: Engineering and Public Works

Schedule 4: Animal Control & Licencing

Schedule 5: Traffic & Parking Fees

Schedule 6: Community Facility Rentals

Schedule 7: Filming

Schedule 8: Fire Rescue / Emergency Permits & Fees

Schedule 9: Memorials and Dedications

Schedule 10: General

-
- 3.2 Fees imposed under this bylaw for the provision of services or information apply instead of any fees imposed under other bylaws for the same services or information, in the event of any conflict between this bylaw and any other bylaw.

Part 4 – REPEAL

- 4.1 The following bylaws are hereby repealed:
1. Security Alarm System Regulation Bylaw No. 272, 1997;
 2. Fees and Charges Bylaw No. 462, 2014;
 3. Repeal of Prior Fees and Charges Bylaw No. 465, 2014;
 4. Fees and Charges Amendment Bylaw No. 480, 2014; and
 5. Fees and Charges Amendment Bylaw No. 490, 2015.

Part 5 – CONSEQUENTIAL AMENDMENTS

- 5.1 The following bylaws are hereby amended as follows:
1. Water Rates and Regulation Bylaw No. 2, 1971, as amended:
 - (a) Section 4 is amended to read: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended"; and
 - (b) Schedule A is amended by deleting section 2, Connection Charges.
 2. Village of Lions Bay Sewer Bylaw #101, 1984, as amended:
 - (a) Section 3 is amended by striking the heading and substituting therefore the heading "Fees";
 - (b) Section 3 is further amended by deleting the existing wording and substituting therefore: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended";
 - (c) Section 17 is hereby renumbered as Section 18; and
 - (d) The following is hereby inserted as Section 17:

"17. The tie-in of the building sewer shall be made into a wye at the property line. The owner shall be required to install this wye. A plug shall be inserted into the upper end of the wye to prevent any flow into the sewer system. After the acceptance of the house plumbing by the building inspector and after the building sewer from the wye to the house has been tested successfully, the plug shall be removed in the presence of a representative of the Village. The wye branch shall then be plugged and the excavation backfilled with suitable material. Under no

circumstances shall the building sewer be used for drainage purposes during construction.

(e) Schedule A is hereby deleted.

3. Subdivision Bylaw No. 141, 1985, as amended:
 - (a) Section 5 is amended to read: "Fees for services that may be or are provided under this Bylaw or Development Application Procedures and Fees Bylaw No. 431, 2011, as amended, shall be payable as set out in Fees Bylaw No. 497, 2016, as amended. These fees shall be in addition to any fees prescribed under the *Land Title Act*, RSBC 1996, Chapter 250".
4. Lions Bay Soil and Material Deposit Bylaw No. 157, 1987:
 - (a) Section 6 is amended to read: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended".
5. Village of Lions Bay Blasting Bylaw No. 170, 1988:
 - (a) Section 5 is amended to read: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended".
6. Building Regulation Bylaw 234, 1994:
 - (a) The heading for Section 21 is hereby amended by adding the words: "and Fees" to the word: "Schedules";
 - (b) The existing Section 21 is hereby renumbered as Section 21(b);
 - (c) The following shall be inserted as Section 21(a): "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended"; and
 - (d) Schedule D, Village of Lions Bay Permit Fees, is hereby deleted.
7. Animal Control and Licencing Bylaw No. 461, 2014:
 - (a) All references in Sections 5, 11 and 12 to Village of Lions Bay Fees and Charges Bylaw No. 462, 2014 are hereby deleted and replaced with references to Fees Bylaw No. 497, 2016, as amended.
8. Village of Lions Bay Trees, Views and Landscapes Bylaw No. 393, 2007, as amended:
 - (a) The reference in Section 3.4.1.4 to Fees and Charges Bylaw No. 462, 2014 is hereby replaced with a reference to Fees Bylaw No. 497, 2016, as amended.
9. Traffic and Parking Bylaw No. 413, 2009, as amended:

(a) The following is inserted as Section 35: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended".

10. Fire Bylaw No. 428, 2011, as amended:

- (a) Section 53 is hereby renumbered as Section 54;
- (b) The following is hereby inserted as Section 53: "Additional fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended".
- (c) Appendix B is hereby deleted.

11. Development Application Procedures and Fees Bylaw No. 431, 2011, as amended:

- (a) All references in Sections 3 and 12 to Village of Lions Bay Fees and Charges Bylaw No. 462, 2014 are hereby deleted and replaced with references to Fees Bylaw No. 497, 2016, as amended.

12. Village of Lions Bay Outdoor Water Use Bylaw No. 484, 2015:

- (a) The reference in Section 4 of Schedule B to the Village of Lions Bay Fees and Charges Bylaw is hereby deleted and replaced with a reference to Fees Bylaw No. 497, 2016, as amended.

Part 6 – EFFECTIVE DATE

6.1 This bylaw shall come into force and take effect on January 1, 2017.

| | |
|---------------------------|--------------------------|
| READ A FIRST TIME | December 15, 2015 |
| READ A SECOND TIME | December 15, 2015 |
| READ A THIRD TIME | December 6, 2016 |
| ADOPTED | December 20, 2016 |

Mayor

Corporate Officer

**Certified a true copy of Fees
Bylaw No. 497, 2016 as adopted.**

Corporate Officer

SCHEDULE 1 – GENERAL ADMINISTRATION

| Description | Fee |
|---|--|
| Freedom of Information and Protection of Privacy Act Fees payable for requests made under the <i>Freedom of Information and Protection of Privacy Act and Regulation</i> | As per <i>Freedom of Information and Protection of Privacy Act and Regulation</i> , Schedule of Maximum Fees.* *Note: For commercial applicants, for each service listed, the actual cost to the public body of providing that service shall be determined at the rate of \$10.00 per ¼ hour. |
| Locating, retrieving, producing or preparing records for disclosure | \$7.50 per ¼ hour |
| Shipping documents | Actual cost of shipping method chosen by applicant |
| Photocopying / printing / scanning documents (FOI) | \$0.25 per page (black & white) \$1.65 per page (colour) |
| Copy of house plans | \$75 plus actual costs |
| NSF cheque fee (returned cheques) | \$30 per cheque |
| Tax certificates | \$30 each |
| Property title search from Land Title Office | \$25 |
| Reprinted tax / utility documents | \$20 per document (no charge for property owner) |
| Lions Bay Flag | \$100 |
| Lions Bay Historical Society Booklet | \$10 |
| Lions Bay stickers | \$2 |
| Community Garden | \$25 per plot annually |
| Permit under Outdoor Water Use Bylaw No. 484 | \$40 |
| Biodegradable Organics Bags | \$4 plus GST |

SCHEDULE 2 – DEVELOPMENT, LAND AND BUILDING SERVICES

| Description | Fee |
|--|--|
| Official Community Plan Amendment (Residential) | \$2500 or \$3000 if combined with rezoning application, plus actual advertising cost, plus 10% thereof, with \$700 refunded if no public hearing. |
| Zoning Bylaw Amendment (Residential) | \$2500, plus actual advertising cost, plus 10% thereof, with \$700 refunded if no public hearing. |
| OCP or Zoning Amendment (Non-Residential) | \$2500 for first 465 m2 of building area plus \$500 for each additional 100 m2 or part thereof. |
| Request for Preliminary Review of Subdivision Development Proposal (Initial Meeting) | \$250 |
| Request for Preliminary Review of Subdivision Development Proposal (Preliminary Review Process) | \$2000 plus \$300 for each additional lot after first lot created. Additional expenses may apply per Bylaw No. 431, as amended. |
| Land Subdivision (Final Approval) Application | \$1000 plus \$200 for each additional lot <u>or strata lot</u> after first lot <u>or strata lot</u> created |
| Development Permit | \$1200 |
| Development Variance Permit | \$750 |
| Temporary Use Permit | \$1,000 plus \$750 for renewal application |
| <u>Inspection fee for Temporary Use Permit for Short Term Rentals</u> | <u>\$250 – Includes initial inspection plus one additional inspection. Each additional inspection \$75/hour</u> |
| Board of Variance | \$500 |
| Building Permit Application Fee (non-refundable) | \$100 |
| Pre-Building Permit Application Consultation Fee | \$75 per hour |
| Building Permits (based on value of construction): | |
| Minimum fee (<\$1,000) | \$150 |
| • \$1,000-\$9,999 | \$150 plus \$12 per \$1,000 |
| • \$10,000-\$49,999 | \$250 plus \$11 per \$1,000 |
| • \$50,000-\$99,999 | \$300 plus \$10 per \$1,000 |
| • \$100,000 and greater | \$400 plus \$9 per \$1,000 |
| <i>The minimum fee for a building permit for a <u>new dwelling</u> shall be not less than the fee for a building having a value of \$300,000 (\$3,100.00).</i> | <i>Building permits are valid for <u>a maximum of two years</u>, at which time <u>they expire</u>. <u>A permit may be renewed once only in accordance with Building Bylaw No. 234, 1994, as amended.</u></i> |

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| <p>Permit renewals <i>A building permit is valid for <u>a maximum of two years</u>, at which <u>time it expires</u>. <u>A permit may be renewed once only in accordance with Building Bylaw No. 234, 1994, as amended.</u></i></p> | 75% of <u>current</u> Building Permit Fee |
| <p>Damage Deposit (based on value of construction):</p> <ul style="list-style-type: none"> • Up to \$10,000 • Up to \$50,000 • Up to \$250,000 • Greater than \$250,000 <p><i>A Damage Deposit is required when taking out a Building Permit or a Demolition Permit, or when performing other works requiring an engineer's certificate or heavy machinery on Village highways. An occupancy certificate is needed with respect to a Building Permit and an inspection by the Public Works Manager is required prior to a Damage Deposit being returned.</i></p> | <p>\$500 \$1,500 \$3,000 \$5,000</p> |
| <p>Demolition <u>Permit</u> fees:</p> <p>Accessory building or structure All other buildings</p> | <p>\$100 per building \$1000 per building</p> |
| <p>Site Alteration Permit (includes soil and other material deposit or removal and land clearing) Reconsideration by Council</p> | <p>\$250 \$750</p> |
| <p>Change of Address</p> | \$500 |
| <p>Blasting permit application fee</p> | \$250 |
| <p>Secondary suite surcharge</p> | 40% of Annual Utility Billing |
| <p><u>Secondary suite inspection fee</u></p> | <u>Initial inspection plus one additional inspection free. Each additional inspection \$75/hour</u> |
| <p>Tree cutting permit applications</p> | \$75 (non-refundable) |
| <p>Lawn sprinkling permit application</p> | \$40 |
| <p>Oil Tank Inspection Fee</p> | \$250 |
| <p>Plumbing Fee</p> | \$100 plus \$25 for each fixture |
| <p>Sprinkler Permit Fee:</p> <p>New construction Renovations requiring sprinkling</p> | <p>\$125 plus \$2.50 per sprinkler head \$250 plus \$2.50 per sprinkler head</p> |
| <p>Alternate Solutions:</p> <p>Building Inspector (additional charge if required on more involved issues per Building Bylaw) Code Professional (additional charge if required on more involved issues per Building Bylaw)</p> | <p>\$75 per hour (\$225 minimum) Actual cost plus 10%</p> |
| <p>Extra Inspections (after second inspection)</p> | \$100 per inspection |

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|---|---|
| Lot grading (trucking receipt required) | \$250 (up to 10 loads) \$500 (11-20 loads) \$1000 (more than 20 loads) |
| Pre-inspection of a building being moved within the Village | \$500 per structure |
| When a permit is surrendered and cancelled before any construction begins and the owner has provided written notification that the project will not be undertaken | 50% of the building permit fee and 100% of the deposit shall be refunded to the property owner. |
| Plan review for building design modifications | \$75 per hour |
| Transfer of building permit | \$125 |
| Unregistered Encroachment Agreement | \$400 |
| Review & registration of Section 219 covenant placed according to the Land Title Act | \$400 |
| For discharge of Section 219 covenant placed according to the Land Title Act | \$100 |

**NOTE: All permits include one inspection. All security deposits are refunded, less costs incurred, after Final Inspection*

SCHEDULE 3 – ENGINEERING & PUBLIC WORKS

| Description | Fee |
|--|--|
| Water service connection fees | \$600 plus actual costs |
| Sewer service connection fees | \$600 plus actual costs |
| Locate water leak / water shutoff valve on private property / turn water on or off | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) |
| Locate Sewer Pipes / Connection | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) |
| Public Works hourly rate per worker (regular business hours) | \$75 per hour |
| Emergency after hours call-out | \$115 per hour (3 hour minimum) |
| Bear Smart garbage container | \$175 |
| | |
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| | |
| | |
| <u>Driveway Crossing Permit</u> | <u>\$100</u> |

- Deleted: Composter Earth Machine
- Deleted: \$73.50
- Deleted: Composter turner
- Deleted: \$16.30
- Deleted: Carry box
- Deleted: \$6.50

SCHEDULE 4 – ANIMAL CONTROL & LICENCING

| Description | Fee |
|---|---|
| Annual licence for altered dog | \$30 if paid before March 31 st or within 30 days of becoming a new resident or obtaining a new dog \$60 for all others |
| Annual licence for unaltered dog | \$60 if paid before March 31 st or within 30 days of becoming a new resident or obtaining a new dog \$90 for all others |
| Rebate of annual licence fee for dog altered subsequent to licence being paid | \$30 |
| Tag replacement | \$10 |

SCHEDULE 5 – TRAFFIC & PARKING FEES**FEES FOR PERMITS**

| Description | Fee |
|--|--|
| Extra annual resident parking permit – obtainable by a resident, allows parking in “resident parking” zones | \$40 per year (1 free permit for each volunteer firefighter not otherwise receiving a free permit with a property tax notice) |
| Worksite parking permit for building-site workers for three months – obtainable by homeowners or construction managers on projects, allows parking in “resident parking” or “construction parking” zones | \$40 for three months |
| Film company parking Film worker’s personal vehicle Film company truck | Refer to Schedule 7: Filming |
| Visitor parking day pass – obtainable for visitors, allows parking for one day in “resident only” zones | \$15 per vehicle |
| Special occasion parking for visitors – obtainable by residents, allows parking for one day for guests | \$0 per vehicle |
| Operating a vehicle or combination of vehicles in excess of 63,500 kgs licensed gross vehicle weight on highway | \$35 per vehicle load |
| Monthly fee for parking of extraordinary vehicle or trailer on Village property, with permission of Council | |
| Extraordinary vehicle or trailer under 6.1 metres in length | \$80 per month / \$960 per year |
| Extraordinary Vehicle or trailer 6.1- 6.5 metres in length | \$80 per month / \$960 per year |
| Extraordinary Vehicle or trailer 6.5-7.7 metres in length | \$110 per month / \$1,320 per year |
| Extraordinary Vehicle or trailer over 7.7 metres in length | \$135 per month / \$1,620 per year |
| Daily fee for placing dumpster on highway | \$35 |

Where work is performed by the Village in cleaning up spills or deposits on a highway, or remediating damage to a highway, fees per hour of work will be charged as shown below, to cover staff time plus use of Village equipment. Actual extra costs to the Village for items such as fuel, materials, turf, plants, storage in commercial premises, and equipment rentals required for clean-up or remediation work, will also be charged, based on invoices or receipts for materials or equipment. If work is performed by a commercial contractor under contract to the Village, the actual cost of the contract will be charged, in addition to a \$150 flat fee for Village administration time.

| | |
|---|--|
| Clean-up of spills or deposits on highway | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) |
|---|--|

| | |
|--|--|
| Remediation of damage to highway | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) |
| Administration fee for commercial contract | \$150 |

FEES FOR REMOVALS FROM HIGHWAY

Where vehicles, obstructions and chattels are removed from a highway, fees per hour of work are charged for removals and towing. If these items are not claimed and must subsequently be advertised and sold at auction, a flat fee is charged to cover the cost of storage, administration time and advertising.

| | |
|--|--|
| Removal of chattels, obstructions and things seized from highway | Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) plus \$50 per day fee for storage |
| Towing of vehicle | Actual cost plus Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum)\$100 per |
| Sale of chattels, obstructions and things seized from highway | \$1000 flat fee |

FEES FOR METERED PARKING

| Description | Fee |
|--|---|
| Lions Bay Beach Park Lot (adjacent to train tracks) <i>*Permit holders NOT exempt from fee.</i> | \$2/hour or portion thereof up to \$16/day (Day is 24 hours - maximum 3 days) |
| Kelvin Grove Beach Park Lot <i>*Permit holders exempt from fee.</i> | \$1/hour or portion thereof up to \$8/day (Day is 8 am-10 pm – closed 10 pm-8 am) |
| Sunset Trailhead Lot <i>*Permit holders exempt from fee.</i> | \$1/hour or portion thereof up to \$8/day (Day is 24 hours - maximum 3 days) |

[Amended by Bylaw No. 530]

SCHEDULE 6 – COMMUNITY FACILITY RENTALS

Rental fee includes use of kitchen, tables, chairs and music player.

| Description | Fee* |
|--|---|
| Hall Rental for private events: Examples of use: dances, weddings, ceremonies, etc. | \$220 if liquor being served \$110 if no liquor being served <i>If event occurs over multiple days, the rate above applies per day</i> |
| Hall Rental for children’s Birthday parties | \$60 per event (maximum 4 hours) |
| Hall Rental for program use: Examples of use: programs contracted through the Village. | 20% of revenue per session, or minimum payment amount of \$40.00 per month, whichever is greater. |
| Hall Rental for non-profit groups: Community group activities, meeting a maximum of once per week to a maximum of 12 hours per month. Additional fee for events exceeding the maximum Non-profit community groups (single event) | \$40 per month \$25 per event \$25 per event <i>This is the fee rate applicable to requests for fee waivers under the Municipal Grant program.</i> |
| Hall Drop-In Rate: Examples of use: drop in for casual sports and fitness use (drop in rate does not apply for programs). | Youth: \$5 per person per hour Adult (18+): \$10 per person per hour <i>Youth must be supervised by an adult while using Village facilities.</i> |
| Meeting Room Rental (accommodates up to 10 persons): Meeting Room A (includes washroom) Meeting Room A and B | \$10 per hour (2 hour minimum) per room |
| Rental of Tennis Courts for Program Use (max 2 hours per day) | 20% of revenue per session or minimum payment amount of \$40.00 per month, whichever is greater. |
| Park Event Rental Fees: Lions Bay Beach Park Kelvin Grove Beach Park Wade Park | |

Commented [CA01]: Need to consider appropriate fees (and terms).

| | |
|---|---|
| Insurance costs (if required) | Actual cost as determined by Village's insurer |
| Cancellation Fee: | Refer to policy: POL-1408 Refunds & Cancellations |
| Staff Assistance (assemble/disassemble equipment on-site – excluding stage): | \$50 set up \$50 take down |
| Stage (assemble/disassemble): | \$100 |
| Sound System: | \$50 |
| <i>No offsite rental for stage and sound equipment.</i> | |
| Equipment Rental Rates (for off-site use): | |
| Table rental | \$10 each |
| Chair rental (<u>No outside use of chairs without explicit written authorization</u>) | \$1 each (\$10 minimum) |
| <i>Equipment not returned within 72 hours will result in forfeiture of deposit.</i> | |
| Projector and Laptop Rental: | \$25 per use |
| <i>No offsite rental for projector and laptop.</i> | |
| Deposit for facility / equipment rental: | Equal to rental fee or minimum of \$50, whichever is greater. Refundable in accordance with policy POL- 1407 Community Facility Rentals. Note: Liability for damage or loss is not limited to the deposit amount. |

*plus deposit

SCHEDULE 7 – FILMING

| Description | Fee |
|---------------------------------|---------------------|
| Filming application fee | \$250 |
| Filming fee (per day) | \$300 |
| Damage deposit | \$5000 (refundable) |
| Filming in VOLB parks | \$500 |
| Parking fees: | |
| Car | \$25/day |
| Truck | \$100/day |
| Filming Liaison | \$40/hour |
| Municipal Services | \$80/hour |
| Fire Rescue Services | \$100/hour |
| Fireworks (pyrotechnics) permit | \$100 |

SCHEDULE 8 – FIRE RESCUE / EMERGENCY PERMITS & FEES

| Description | Fee |
|--|---|
| Fire investigation | \$200 per person per hour or portion plus actual site security costs |
| Fire Safety Plan Review | \$100 |
| Inspection of buildings other than routine inspections (after 2 nd inspection) under the Fire Services Act | \$100 |
| Inspection of buildings other than routine inspections (after 3 rd and subsequent inspection) under the Fire Services Act | \$200 |
| Inspections – special request | \$150 |
| Special events fire permit/inspection | \$100 per person per hour or portion thereof |
| Fireworks Permit | \$50 |
| Cost recovery for work performed in removal or remediation of a fire hazard at or around a building or premises | <p>\$100 per person per hour or portion thereof to cover time plus use of municipal equipment.</p> <p>Actual extra costs for items such as equipment rentals required for clean up or remediation work will also be charged, based on invoices or receipts for materials or equipment.</p> <p>Actual costs of a commercial contractor under contract to the municipality will be charged in addition to a flat fee of \$150 for municipal administration.</p> |

**Note: all permits include one inspection*

SCHEDULE 9 – MEMORIALS AND DEDICATIONS

| Description | Fee |
|------------------|--|
| Bench Dedication | \$1,500 - \$1,750 includes cost and installation of bench, cost and installation of plaque and ongoing maintenance. |

Deleted: \$1,200 - \$1,500

SCHEDULE 10 – GENERAL

| Description | Fee |
|---|--|
| Boat space rental permit at Lions Bay Beach Park | <p>\$125 per calendar year if paid by March 31st \$150 if paid after March 31st, but before May 31st (after May 31st, boat will be seized and removed)</p> <p><i>*If a <u>new</u> boat space is obtained after March 31st, the \$150 permit fee shall <u>be prorated based on the number of months left in the year. No refunds will be issued for permits terminated during the year.</u></i></p> <p>\$100 plus \$20/day for storage</p> |
| Seizure and removal of boat from boat space rental area for failure to pay annual fee by June 1 st . | \$500 flat fee |
| Sale of seized boat if unclaimed for 120 days after seizure. | |

Formatted Table

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Deleted: apply if payment received within 30 days; the greater permit fee shall apply if payment received after 30 days.

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VILLAGE OF LIONS BAY

Incoming Correspondence - November 21, 2017

General Correspondence:

G-1: Letter from the Honourable Katrine Conroy (Page 1)

Resident Correspondence:

R-1: Letter from Victoria Rogers (Page 3)

From: [Lions Bay Reception](#)
To: [Agenda](#)
Subject: FW: Letter from the Honourable Katrine Conroy
Date: Monday, November 06, 2017 1:17:25 PM
Attachments: [image001.png](#)

For Incoming Correspondence.

Susan Loutet

Administrative Assistant

The Municipality of the Village of Lions Bay. www.lionsbay.ca

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

Tel: (604) 921-9333 ext. 1000 | Fax: (604) 921-6643

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From: MCF Info MCF:EX [mailto:MCF.Info@gov.bc.ca]
Sent: Friday, November 03, 2017 4:14 PM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Letter from the Honourable Katrine Conroy

Ref: 234366

His Worship Mayor Karl Buhr and Council
Village of Lions Bay
E-mail: reception@lionsbay.ca

Dear Mayor Buhr and Council:

As the new Minister of Children and Family Development, I am honoured and delighted to proclaim November as Adoption Awareness Month. This annual proclamation offers an opportunity to celebrate the many families in the province who have opened their hearts and their homes through adoption, and to highlight the need for more families to consider adopting.

In your community and across the province, there are young people hoping for a permanent home to call their own. There are approximately 1,000 children and youth in foster care waiting for a permanent home. Some are part of a sibling group, some have special needs, and some are teens. Regardless of their personal circumstances, each and every child deserves a family to belong to, a stable place to grow up, help and guidance preparing for the challenges of adulthood, and someone to rely on for support, encouragement and love.

There are many ways to celebrate adoptive families and help raise awareness of the need for more

adoptive families in British Columbia. Your council could proclaim Adoption Awareness Month in your community, you could create an adoption display in your office, use a copy of the Provincial Proclamation, invite Ministry of Children and Family Development (MCFD) Adoption Social Workers to set up an information booth, have your community newspaper feature articles on adoption and invite local adoptive parents to a “meet and greet”. If you are interested in exploring these ideas please contact MCFD staff at: MCF.AdoptionsBranch@gv.bc.ca.

The Adoptive Families Association of British Columbia (AFABC) has been supporting adoptive families in British Columbia for forty years. The AFABC’s representative for your area can provide you with information on events in your community and on adoption in general. Their contact information, as well as contact information for the four licensed adoption agencies in British Columbia, can be accessed at: <http://www.mcf.gov.bc.ca/adoption/index.htm>.

Last year the Ministry of Children and Family Development launched the *Adopt BC Kids* Web site; the portal allows citizens to complete an adoption application online 24/7. Since its inception, more than 340 prospective adoptive families have registered on *Adopt BC Kids* and 97 families have submitted applications to adopt. Please take a look at the site and encourage community members who are interested in adopting a child in foster care to register at www.gov.bc.ca/adoptbckids.


On behalf of the Ministry of Children and Family Development, thank you for helping us raise awareness about adoption and working with us to find homes for British Columbia’s children and youth.

Sincerely,

ORIGINAL SIGNED BY

Katrine Conroy
Minister of Children and Family Development

Sent on behalf of the Minister by:

 **Client Relations Branch**
Executive Operations
Ministry of Children and Family Development

November 15, 2017

Dear Mayor Buhr and Council Members,

The photos attached were taken this morning. They identify the Kelvin Grove CN railway crossing flooding, and the source of this flooding (the gutter at the top of Tidewater Way in Lions Bay, BC.).

CN Rail signalman [REDACTED] was on site and verified the flooding seen and photographed at 9am was at risk of washing out the crossing. He reported this to his supervisor. He agreed this should be reported on the emergency CN phone number (which was done).

Fifteen minutes after these calls were made the works yard successfully diverted the water at the BOTTOM of Tidewater Way. We agreed the fix was temporary and the root of the problem remains. You will see a photo identifying the source of the flooding at the TOP of Tidewater.

Fifteen years ago Lions Bay approved structural changes to the draining ditch at the top of Tidewater Way (the source of this flooding). The ditch was removed, and replaced with a small gutter. This gutter is inadequate to deal with the volume of water we are frequently dealing with (and is photographed today). While on site between 9 and 9:15am this morning, both the Lions Bay Works Yard Crew and [REDACTED] [a] [REDACTED] Contractor expressed their opinions that an excavator and back hoe needs to be used as soon as possible to remedy this hazardous situation at the top of Tidewater (see photograph attached).

Please acknowledge you have received this email, and will immediately look into preventing future flooding risk to our CN Railway crossing.

If you wish to see further videos, or discuss today's emergency situation please feel free to phone me at [REDACTED].

Sincerely,
Victoria Rogers

PS CC'd is CN Rail. [REDACTED]



Intentionally Blank

ON-TABLE ITEMS



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

| | | | |
|-------------------|--|---------------------|--|
| Type | Request for Decision | | |
| Title | Tree Application #66 – 115 & 125 Sunset Drive | | |
| Author | Peter DeJong | Reviewed By: | |
| Date | November 20, 2017 | Version | |
| Issued for | November 21, 2017 Council Meeting | | |

Recommendation:

(1) THAT Council approve Tree Application #66, as amended to include the trees referenced in the agreement signed by the two neighbours at 115 and 125 Sunset Drive on November 5, 2017 (the “Abbott/Nelson-Halliday Agreement”);

(2) THAT, upon receipt of the following usual requirements:

- (a) \$500 damage deposit;
- (b) Name of arborist/contractor;
- (c) Proof of insurance (\$5 million liability coverage with Village of Lions Bay named as an additional insured;
- (d) Proof of WorkSafe BC Certification;

all of the trees specified in the Abbott/Nelson-Halliday Agreement be cut and removed with the lumber shared by the parties as specified in the Agreement;

(3) THAT all debris be removed from Municipal lands.

Attachments:

Tree Application #66, including an agreement between the neighbours at 115 & 125 Sunset Drive and photos of the subject trees.

Key Information:

This application has a long history with prior applications that have been brought and denied, the last time on the premise that the triple trunk tree on the north side of the



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

driveway at 115 Sunset was on the resident's property. That was shown to be incorrect through a survey commissioned by the owners of 125 Sunset. The cutting of the triple trunk tree has been vigorously opposed by the residents of 115 Sunset as it blocks a transformer and wires directly in front of their deck. No other neighbours are affected by the application, both as originally framed to include only the triple trunk tree, and as amended to include 3 additional trees on the south side of the driveway at 115 Sunset.

Staff met with both parties earlier this year and attempted to find a resolution to the matter. Proposals and counter-proposals were exchanged but the matter was not resolved. After some additional time considering matters, the parties themselves have signed off on the attached Agreement. Staff is of the opinion that the matter does not need to be forwarded to the Tree Committee to make a recommendation in the current circumstances, which is not to say that this procedural exception is to form any kind of precedent to avoid the valued input of the Tree Committee – just that the parties are anxious to have the matter dealt with, there are no other affected parties and staff is similarly anxious to see it resolved once and for all. There are no issues from a Public Works perspective.

Options:

- (1) Approve the recommendation;
- (2) Amend the recommendation (without affecting the Agreement) and then approve it;
- (3) Refer the matter to the Tree Committee;
- (4) Refer the matter back to staff with alternative directions.

Preferred Option: Options 1 – Approve the recommendation.

PDJ



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Tree Cutting Application Form

All fields must be completed

Form fields for Applicant's Full Name, Address, Phone, Email, Contractor Name, and Contractor Phone.

Description of Trees and Location of Trees section with detailed text.

*Trees must be clearly marked with marking tape in time for the Tree Committee's site visit.

Reason for Removal section with radio button options for various reasons.

Description of work to be done (and additional comments which may be helpful) section with detailed text.




THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Replanting Plan, if any (please include anticipated timeframe for completion):

I have verified the information contained within this application is correct.

I acknowledge that responsibility for bylaw compliance rests with me as the applicant. I will indemnify and save harmless the Village of Lions Bay, its officials, employees and agents against claims, liabilities and expenses of every kind, in respect of anything done or not done pursuant to this application or ensuing permit, if issued, including negligence and/or failure to observe all bylaws, conditions, acts or regulations.

I understand that, should this application be approved, all work performed must comply with the recommendations of the Tree Committee, as endorsed by Council, and that failure to comply with the recommendations may result in fines, penalties and/or legal action.


Signature of Applicant

04 December 2015

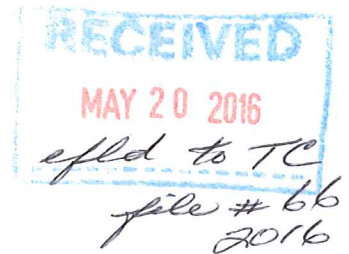
Date Signed

Date Received by Office:

Received by:

Lions Bay Reception

From: Public Works
Sent: Friday, May 20, 2016 3:16 PM
To: Anne-Marie
Cc: Peter DeJong; Lions Bay Reception
Subject: RE: Trees 115 Sunset Drive



Thank you Mr. & Mrs. Halliday.

Your comments were noted on our response to the Tree Cutting Permit.

Susan / Fran - could you please add this correspondence to the tree cutting file.

Nai Jaffer
Public Works Manager

The Municipality of the Village of Lions Bay
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Village Office (604) 921-9333 | Fax (604) 921-6643

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-----Original Message-----

From: Anne-Marie [mailto: [REDACTED]]

Sent: May 20, 2016 10:36 AM

To: Public Works <works@lionsbay.ca>

Subject: Trees 115 Sunset Drive

Good morning Nai,

Following up on our brief meeting last Friday in the driveway of our home on 115 Sunset Drive, we wish to once again express our opposition to the removal of, or any tree trimming to, the trees on the west side of our driveway. This matter has been put before Council on 3 previous occasions and every time permission has been denied by them and the Tree Committee.

The main reason for our opposition remains as before. The trees shield us from the very unsightly Hydro pole and transformer across the street on our south side and also provide shade for parking and on our deck area.

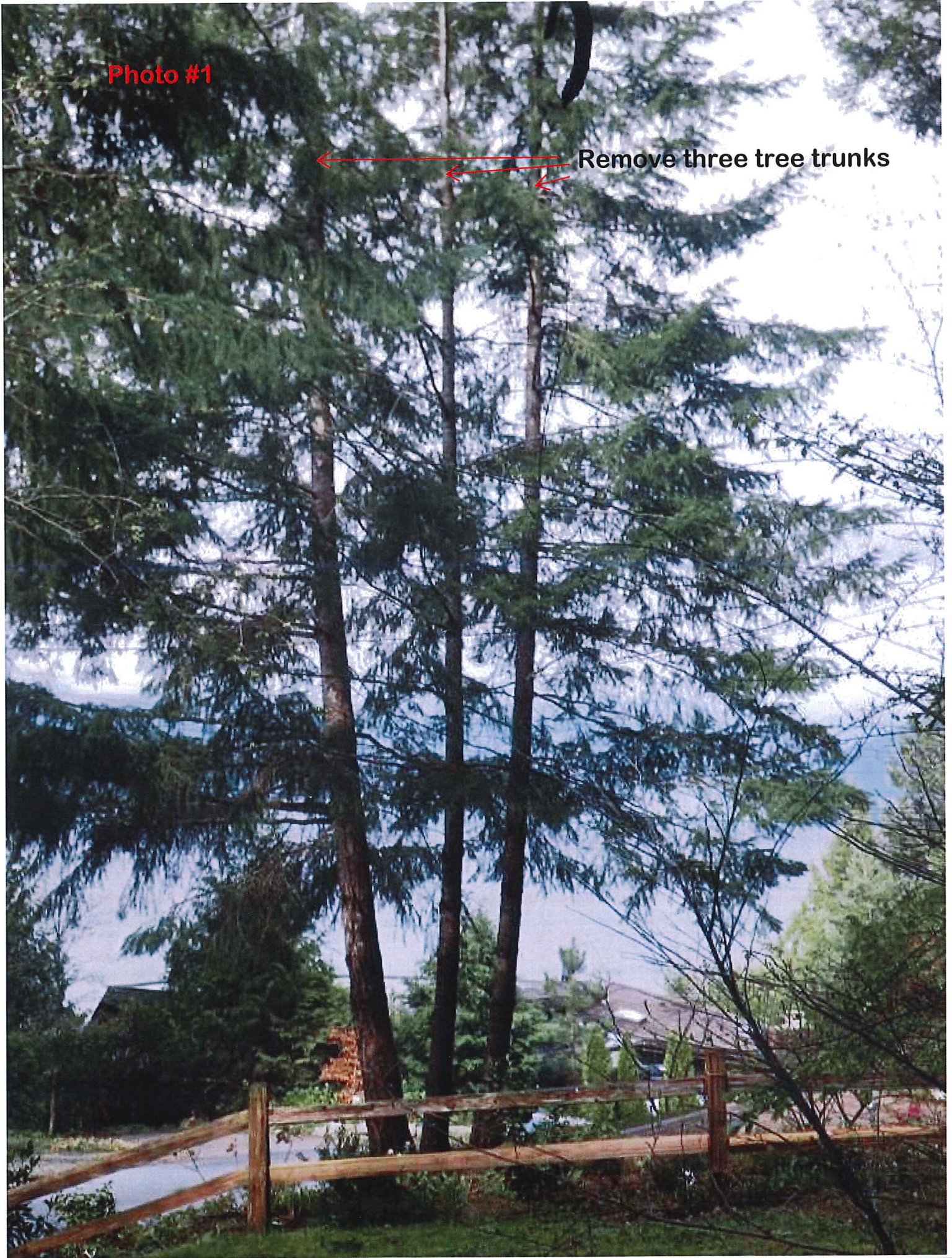
We would consider participation in further discussions in this regard and may be prepared to try and reach some acceptable agreement to finalize this matter once and for all.

Regards.

Anne-Marie & David Halliday
115 Sunset Drive
[REDACTED]

Photo #1

Remove three tree trunks



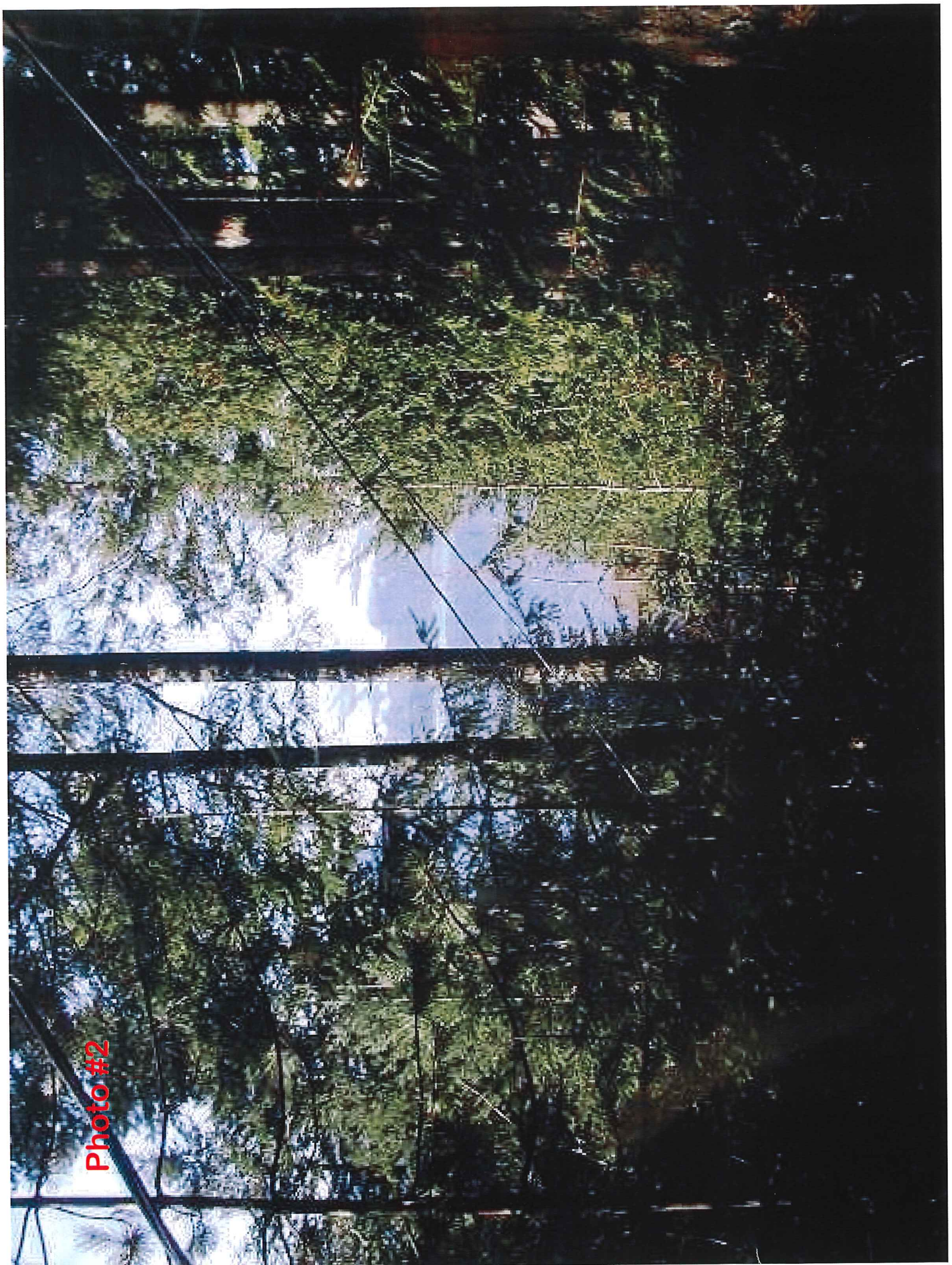


Photo #2

Photo #3







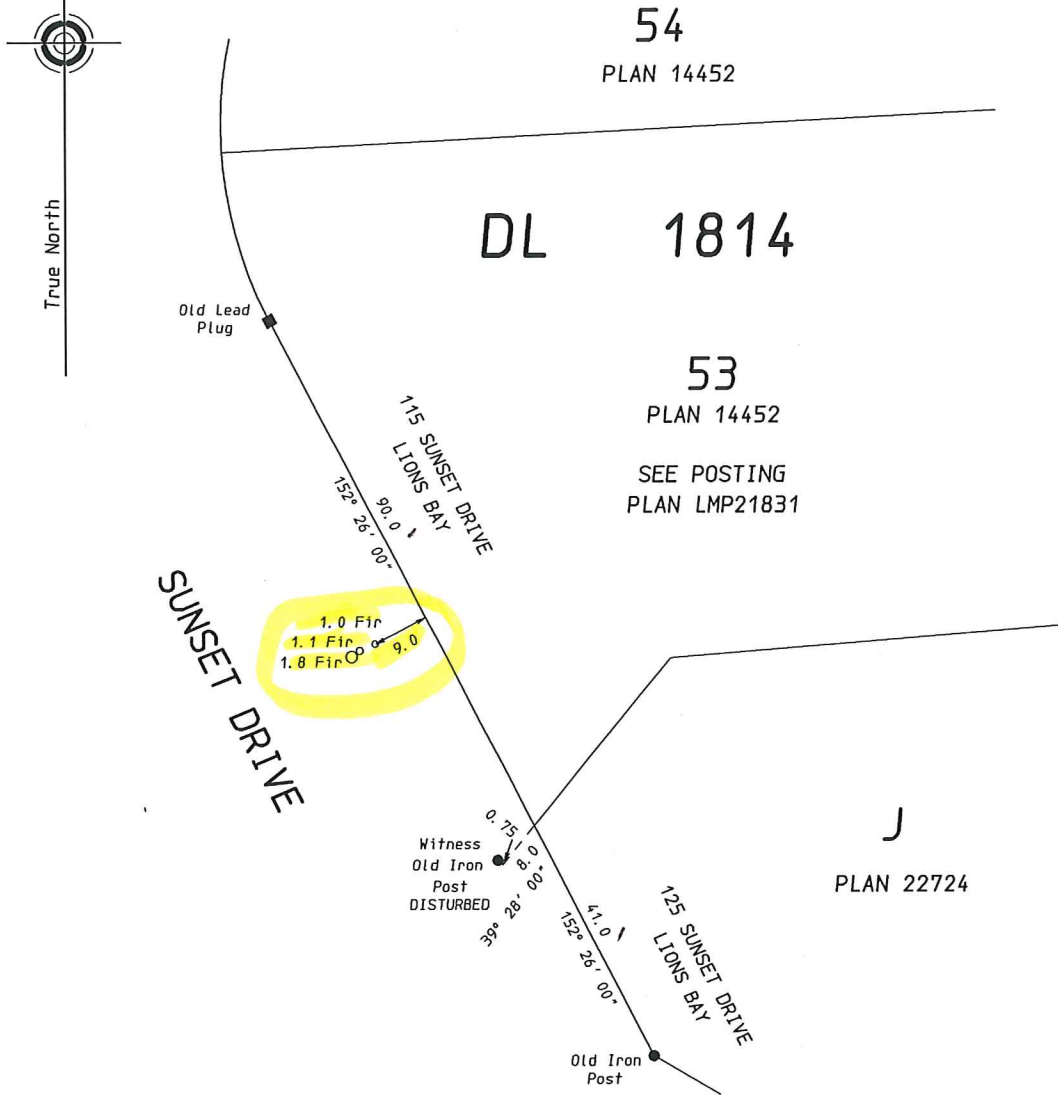
SKETCH SHOWING LOCATION OF TREES
NEAR LOT J
DISTRICT LOT 1814

GROUP ONE, NEW WESTMINSTER DISTRICT

PLAN 22724

P. I. D. 015-854-965

SCALE: 20 FEET TO 1 INCH



Tree ties completed 28 September 2015.
Not to be used for locating property lines.
This Document is not valid unless
originally signed and sealed.

Certified Correct according to
Plans 14452, 22724 and Posting
Plan LMP21831:

-----, B. C. L. S.
Harry Hickman

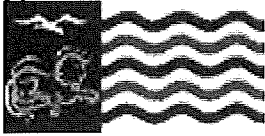
this ___ day of _____ 2015.

HH 30 SEPT/2015

© CHAPMAN LAND SURVEYING LTD. 2015
British Columbia Land Surveyors
107-100 Park Royal South
WEST VANCOUVER, B. C.
V7T 1A2 926-7311
FAX 926-6923
EMAIL sandy@chapmansurvey.com

Peter DeJong

From: Peter DeJong
Sent: Monday, May 15, 2017 3:50 PM
To: [REDACTED]
Cc: Naizam Jaffer
Trees



Hello Neville and Penny:

Nai and I met with David and Annemarie Halliday today. We walked their property and viewed perspectives from their sitting room and deck and discussed potential options. We came away with the following proposal for further discussion:

1. They will agree to:

- (a) allow you to cut and remove the 3 disputed trees on the north side of their driveway, at your cost, IF:
- (b) You agree to cut and remove 3 trees (plus a spindly tree between them) on the south side of their driveway, at the same time, and at your cost; AND
- (c) You allow them to cut and remove 4 trees from the south side of the stairway at the top of their driveway, immediately adjacent to your mutual property line, at their cost, such work to be completed over a number of years due to the expense of removing these large trees close to their house.

2. The foregoing would need to be set out in a written agreement signed by all 4 of you, with 1(a) and (b) subject to Municipal approval.

The next steps would be for them to flag the trees which are subject to this proposal and for you and I to meet on site to review and discuss. Please let me know when you may be available for this exercise. Thank you.

Peter DeJong, BA, LLB, CRM
Chief Administrative Officer

The Municipality of the Village of Lions Bay www.lionsbay.ca
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada
Village Office (604) 921-9333 | Fax (604) 921-6643

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The Village of Lions Bay will:

1. Add the two trees on municipal land adjacent to the south side of 115 Sunset's drive, as identified in paragraph (b) in Peter de Jong's email dated May 15th, 2017, to Neville Abbott's existing tree permit, submitted in December 2015, and issue him with a tree cutting permit for these five trees on municipal land. There is also a third tree at this location which will be removed at the same time. This tree, according to Mr Abbott, is on his land but as he has agreed to its removal, permission is not required from the Tree Committee.
2. Mr Neville Abbott will verify that the trees in question have been correctly tagged by 115 Sunset. He will identify with different colour ribbons trees on private versus municipal land.
3. All described work will be undertaken at the cost of Mr Abbott who will retain the lumber of the trees on the south side of 115 Sunset's driveway, whilst the trees on the north side will be retained by the owners of 115 Sunset.

LETTER OF AGREEMENT

We, David and Anne-Marie Halliday, owners of 115 Sunset Drive, Lions Bay, hereby agree that Neville Abbott and Penelope Nelson Abbott, owners of 125 Sunset Drive, Lions Bay, will take down one tree on our shared lot line, as tagged by both properties' owners. This tree work will be performed at the same time as the 5 trees on Municipal land are taken down, as per a pending tree permit from the Village of Lions Bay.

The cost will be borne by the owners of 125 Sunset Drive, who will retain the lumber from the three trees on the south side of 115 Sunset Drive, whilst the lumber from the three trees on north side of the driveway at 115 Sunset Drive, will be retained by the owners.

Signed on this day, Sunday, 5th November 2017




David Halliday

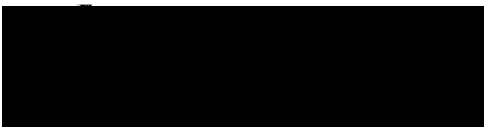


Anne-Marie Halliday

Signed on this day, Sunday, 5th November 2017



Neville Abbott



Penelope Nelson Abbott





P
RESIDENT
PARKING
Y
↑



Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017

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

1. This bylaw may be cited for all purposes as “Fire Bylaw No. 428, 2011, Amendment Bylaw No. 535, 2017”.
2. The section 1 citation for Fire Bylaw No. 428, 2011 (“Bylaw 428”) is amended by deleting “Fire Bylaw Number ____” and substituting “Fire Bylaw No. 428, 2011”.
3. Sections 44 through 47 of Fire Bylaw No. 428, 2011 (“Bylaw 428”) are hereby deleted and the following substituted therefore:

“44. All residentially zoned buildings in the Village of Lions Bay must have a fire sprinkler system or fire suppression system ~~installed~~ designed by a ~~qualified~~ registered professional and ~~approved~~ accepted by the Building Inspector.

45. If a person makes an alteration to a residentially zoned building which does not have a sprinkler system, and the value of the alteration as specified in the applicable building permit is more than ~~75~~ 50% of the replacement value of the building, as determined by multiplying the gross floor area of the building by \$300, then the entire building must have a fire sprinkler system or fire suppression system ~~installed~~ designed by a ~~qualified~~ registered professional and ~~approved~~ accepted by the Building Inspector. In this section, the monetary multiplier for the gross floor area shall be adjusted annually based upon the most recent percentage change in the Statistics Canada Construction Price Index for New Housing for Vancouver, BC.

46. Every dwelling unit, as defined in Zoning and Development Bylaw No. 520, 2017, must contain a minimum five pound A.B.C dry chemical ULC, UL or CSA approved fire extinguisher, which must be located in or on the same floor level as the kitchen.

47. Every dwelling unit, as defined in Zoning and Development Bylaw No. 520, 2017, must contain smoke alarms installed in accordance with the current BC Building Code, and every owner of a dwelling unit must replace each smoke alarm in accordance with the manufacturer’s rated service life for the smoke alarm.”

READ A FIRST TIME
READ A SECOND TIME

November 7, 2017
November 7, 2017