



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, DECEMBER 19, 2017 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance:

Council: Mayor Karl Buhr
Councillor Fred Bain
Councillor Ron McLaughlin

Regrets: Councillor Norm Barmeier
Councillor Jim Hughes

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

Delegations: 0

Public: 1

1. Call to Order

Mayor Buhr called the meeting to order at 7:06 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT the reports in section 8 be re-arranged in the following order:

- 8Ai – CFO: Purchase of Bus Shelter
- 8Aii – CAO: Parking and Traffic Signage Purchase Order Report
- 8Aiii – CAO: Parking Meter Trial Period Report
- 8Aiv – CAO: Secondary Suite Surcharge Fees Report

AND THAT the Agenda be adopted as amended.

CARRIED

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

None

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

None

5. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – December 5, 2017

Moved/Seconded

THAT the Regular Council Meeting Minutes of December 5, 2017 be approved as circulated.

CARRIED

B. Council Strategy Committee Meeting – May 2, 2017

That the year 2016 be changed to 2017 in the title of the minutes.

Moved/Seconded

THAT the Council Strategy Committee Meeting Minutes of May 2, 2017 be approved as circulated.

CARRIED

6. Business Arising from the Minutes

Mayor Buhr reported on Mr. Cox's question regarding the library fees, noting that it is a provincial fee and he is looking into having the fee waived.

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	Complete
30	December 5, 2017	Correspondence R1: Remembrance Day Veterans Memorial	Complete

Audio: 00:06

8. Reports

A. Staff

It was noted that Council had taxed \$15,000 for a bus shelter a few years ago, but had not proceeded with the project and the funds went to general unrestricted reserves.

i. CFO: Purchase of Bus Shelter

Moved/Seconded

THAT Council approve an additional capital expenditure of up to \$29,000 for the purchase and installation of a bus shelter to be funded by a 2017 TransLink TRRIP grant in the amount of \$12,523 with the balance to be withdrawn from reserves.

CARRIED

Moved/Seconded

THAT the CAO and CFO be authorized to sign all contractual and grant documents necessary to effect the foregoing resolution.

CARRIED

Audio: 00:10

ii. CAO: Parking and Traffic Signage Purchase Order Report

Council reviewed the parking plan map and Parts 1, 2, 3 and 4 of the report and made amendments.

Moved/Seconded

THAT, having previously resolved that all expenditures against its \$25,000 parking signage budget were to be approved by Council, Council hereby authorizes staff to utilize any and all such budget remaining as follows:

(1) First, to produce parking-related signage as substantially laid out in the "Parking and Traffic Signage Purchase Order" report of 7 December 2017 (the "Report"), in Parts 1 and 4, plus all of Part 2 *except a. (3 hour max at municipal complex), d. (off roadway only signs) and h. (resident permit OK signs)*, with all other signage required, with final count and design to be reviewed and approved by the Mayor, with installation by May 31, 2018, with nominal internal labour costs of \$11,760 to be allocated to operating budget.

(2) Then, to utilise any budget amount remaining (with additional funds to be drawn from reserves if necessary, up to a total project cost of \$4000), to widen the boulevard on the east side of Bayview Road from the Alberta Creek bridge to 265 Bayview Road, as laid out in Part 2 d. of the Report, after consultation with affected residents.

(3) Then, to utilise any amount remaining (with additional funds supplied from 2017 or 2018 operating budget or a new 2018 budget item), for the traffic signage requirements laid out in Part 3 of the report.

CARRIED

Audio: 01:00

iii. Parking Meter Trial Period Report

Moved/Seconded

- (1) THAT, subject to discussion with CN regarding the Lions Bay Beach Park parking lot lease and seeking a better virtual pay solution, the metered parking program with Precise Parklink be renewed for the 2018 summer season (mid-May to mid-September) using rented, refurbished DG4 pay and display meters;
- (2) THAT staff further review the pricing structure from the trial period and recommend adjustments accordingly;
- (3) THAT residents continue to be able to use their resident passes to park for free at the Sunset Trailhead and Kelvin Grove Lots, but not the Lions Bay Beach Park (LBBP) Lot;
- (4) THAT staff consult with the operators of the Marina regarding boat trailers to seek a better solution than the current system in order to free up more parking spaces in the LBBP on weekends;
- (5) THAT staff provide further review of the number of hours provided for parking bylaw compliance; and
- (6) THAT staff further explore the idea of leasing the Brunswick offramp area from the Ministry of Transportation and Infrastructure (MOTI) with a view to installing a parking meter there.

CARRIED

Audio: 01:48

The Mayor declared for the record that, despite owning a registered and inspected secondary suite currently occupied by neither family nor non-family members, and with no plans to change that, he was very comfortable that any views he held or espoused on any aspect of secondary suites were not in conflict of interest, on the basis of an interest in common with a sufficiently significant proportion of other Lions Bay property owners.

iv. CAO: Secondary Suite Surcharge Fees Report

Council reviewed the Secondary Suite Surcharge Fees report and discussed repealing the Secondary Suite Surcharge Bylaw No. 513, 2017. It was agreed that options 1 and 2 below would be tested and could come back to Council next year should compliance still not be met.

Moved/Seconded

(1) THAT staff create a communications campaign to educate residents about the requirements surrounding Secondary Suites, especially the safety requirements, and the municipality’s willingness to assist property owners with options to meet those requirements;

(2) THAT staff undertake graduated enforcement of the municipality’s bylaws against those Secondary Suite owners who fail to comply with the Secondary Suite requirements, up to and including registration of section 57 notices and court injunctions; and

(3) THAT Council direct staff to bring forward some amendments to Secondary Suite Surcharge Bylaw No. 513, 2017 to define a Secondary Suite in accordance with Zoning and Development Bylaw No. 520, 2017, clarify the requirement to register a Secondary Suite, and clarify the meaning of occupied in relation to an obligation to pay the surcharge.

CARRIED
MAYOR BUHR OPPOSED

Audio: 02:12

B. Mayor
None

C. Council
None

The meeting was recessed at 9:20 p.m. and resumed at 9:25 p.m.

D. Committees

i. Trees, Views & Landscapes Committee – Tree App #83 – 307 Bayview Place
Moved/Seconded

THAT as requested, the applicant is permitted to cut and clean the specified trees. All wood and debris must be removed; and

THAT re-planting is required with dwarf evergreens. Public Works to give the applicant three choices of dwarf evergreens. Cost consideration should be taken into account.

CARRIED

ii. Trees, Views & Landscapes Committee – Tree App #82 – 280 Mountain Drive
Moved/Seconded

THAT as requested, the applicant is permitted to cut and clean the specified Australian Pines. All wood and debris must be removed.

CARRIED

iii. Board of Variance Meeting – May 15, 2017

Council reviewed the Board of Variance meeting minutes and noted that the decisions are very in depth.

Moved/Seconded

THAT the adopted Board of Variance Meeting Minutes from May 15, 2017 be received for information.

CARRIED

E. Emergency Services

None

9. Resolutions

None

Audio: 02:16

10. Bylaws

A. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017 - Adoption

Moved/Seconded

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 534, 2017 be adopted.

CARRIED

11. Correspondence

Moved/Seconded

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

- G1: Views on Professional Reliance – no action
- G2: The BC Community Achievement Awards – no action
- G3: Prevention of Quagga and Zebra Mussels – no action
- G4: Human Trafficking – no action
- G5: Letter re. UBCM Convention – no action
- R1: Victoria Rogers – Response – no action
- R2: Nicola Cadwell – Mayor Buhr to respond and include in next meeting correspondence

CARRIED

12. New Business

None

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

None

14. Closed Council Meeting

Moved/Seconded

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter*:

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

- a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- d) the security of the property of the municipality;
- g) litigation or potential litigation affecting 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].

CARRIED

The meeting was closed to the public at 9:30 p.m.

The meeting was re-opened to the public at 9:55 p.m.

15. Reporting Out From Closed Portion of Meeting

Council adopted the Strategic Plan as amended to be published in due course.

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 9:55 p.m.

Mayor

Corporate Officer

Date Approved by Council:

January 9, 2018