



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JANUARY 23, 2018 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance:

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

Regrets: 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: 10

1. Call to Order

Mayor Buhr called the meeting to order at 7:01 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT item 6 – Discussion on Capital Expenses of Prior Years be added; and

THAT item 8Di – Core Service Level Review be added; and

THAT item 8Dii – Mayor’s Community Signage Plan be added; and

THAT the agenda be adopted, as amended.

CARRIED

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

A. 2018 Municipal Grant Applications

Moved/Seconded

THAT the usual time limits be relaxed to allow the Municipal Grant Presentations up to five minutes per presentation, not including questions from Council.

CARRIED

The following groups made a presentation to Council providing a brief summary of their 2017 Municipal Grant Applications and answered Council's questions:

- Kate Pratt – Lions Bay Events Committee
- Louis Peterson – Seniors Social Circle
- Mike Leger – Lions Bay House Concerts

Ute Philips from the Lions Bay Arts Council was absent due to illness and could not present her grant application.

Moved/Seconded

THAT the report "2018 Municipal Grant Applications" be received for information purposes.

CARRIED

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

None

Audio: 00:42

5. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – January 9, 2018

The following item was amended:

- Item 5A – Review and Approval of the December 19, 2017 minutes – in item 8Aiii, change the word "strike" to "change".
- Item 8Aii – 2018 Preliminary Budget – after the first sentence, add: "Councillor McLaughlin requested a schedule of prior years' taxed capital and operating expenditures back to 2010. CFO Rooke expressed concern regarding the purpose and time period of the information requested."
- Item 15 – Reporting Out – strike "in the minutes of the open meeting" and replace with "to the website".

Moved/Seconded

THAT the Regular Council Meeting Minutes of January 9, 2018 be approved as amended.

CARRIED

B. Special Council Meeting – January 18, 2018

Moved/Seconded

THAT the Special Council Meeting Minutes of January 18, 2018 be approved as circulated.

CARRIED

It was later noted that the day and time of the Special Council Meeting was incorrect, therefore approval of the minutes were rescinded and re-approved with the changes.

Moved/Seconded

THAT approval of the Special Council Meeting Minutes of January 18, 2018 be rescinded to reflect an amendment.

CARRIED

Moved/Seconded

THAT the Special Council Meeting Minutes of January 18, 2018 be approved, as amended by correcting the day of the meeting from Tuesday to Thursday and by correcting the time of meeting to 8:30 p.m.

CARRIED

6. Business Arising from the Minutes

A. January 9, 2018

11A Correspondence G3: Managing Residential Wood Smoke in Metro Vancouver – Mayor Buhr wanted to ensure that it was acknowledged that Lions Bay is in the containment boundary re: Residential Wood Smoke, as his last Mayor’s Message was incorrect and therefore noted that the appropriate information needs to be put into the tax bill brochure.

B. Discussion of Capital Expenses of Prior Years

Councillor McLaughlin was concerned that Capital Expenditure projects that Council previously taxed for in prior years and Council terms are not tracked and that it is unknown whether those items are re-budgeted items or whether they went to reserves. He requested that CFO Rooke provide previous years Capital Expenditure projects. Staff noted there are differences in our systems and methodologies that are in place now such that these matters are not in issue. CFO Rooke and Councillor McLaughlin to discuss ideas off the record and bring back to Council.

Moved/Seconded

THAT discussion of Capital Expenses of Prior Years be tabled until the next Regular Council Meeting.

CARRIED

7. Unfinished Business

None

Audio: 01:08

8. Reports

A. Staff

i. CFO: 2018 Municipal Grants

Council discussed the 2018 Municipal Grant Applications and approved all as presented, with the exception of the Lions Bay House Concerts with the actual cash portion to be dropped to \$3,700 with a \$1,300 in-kind payment, under the proviso that the cash portion be returned should the enterprise show any profit, and that the cash from the grant is given to performance fees only. The Arts Council did not present and CFO Rooke is to query with Ute Philips how much the banners will cost and update Council at the next meeting with a view to adding that amount to the Arts Council grant.

Moved/Seconded

THAT Council approve the 2018 Municipal Grants as presented, with the exception of the Lions Bay House Concerts actual cash portion to be dropped to \$3,700 with a \$1,300 in-kind payment, under the proviso that the cash portion be returned should the enterprise show any profit, and that the cash from the grant is given to performance fees only; and

THAT the Arts Council grant be considered at the next Regular Council Meeting after CFO Rooke receives a final cost estimate on banner production.

CARRIED

Audio: 01:42

ii. CFO: 2018 Draft Water, Sewer and Solid Waste Budgets

CFO Rooke discussed the 2018 Draft Water, Sewer and Solid Waste Budgets.

Moved/Seconded

THAT the report “2018 Draft Water, Sewer and Solid Waste Budgets” be received for information purposes; and

THAT Council direct staff to proceed with the preparation of the 2018 Water, Sewer and Solid Waste Bylaws with a 0% fee increase.

CARRIED

Audio: 01:50

iii. CFO: 2018 Preliminary Budget

CFO Rooke outlined the changes to the 2018 Preliminary Budget.

Moved/Seconded

THAT the report “2018 Preliminary Budget” be received for information purposes.

CARRIED

Audio: 02:10

iv. PWM: Encroachment Application – 249 Bayview

Public Works Manager Nai Jaffer advised Council that the encroachment will be on title and the cantilever portion will be on municipal land. Council reviewed the encroachment application.

Moved/Seconded

THAT the application for encroachments at 249 Bayview Road be approved subject to and in accordance with the following terms:

a) the applicant shall sign a standard licence of occupation agreement with respect to the encroachment in substantially the form of Attachment (a) as prepared by the Village of Lions Bay, providing for insurance of the works and indemnification of the Municipality from any and all liability and costs related to the driveway encroachment;

b) the applicant shall pay the sum of \$800 in accordance with Schedule 2 of Fees Bylaw No. 497, 2016, in respect of the encroachment agreement to be registered in the Land Title Office.

CARRIED

Audio: 02:16

v. PWM: CWWF Verbal Update

PWM Jaffer notified Council that the revised CWWF tender is scheduled to be posted on February 13, 2018 with a pre- tender meeting to take place on February 22, 2018 and a closing date of March 21, 2018. He noted that the five week tendering period is designed to entice the larger companies who did not bid at the original tender.

Moved/Seconded

THAT the CWWF verbal update be received for information.

CARRIED

B. Mayor

None

C. Council

None

D. Committees

i. Core Services Level Review

The Core Service Level Review report was discussed at the earlier Council Strategy Committee Meeting and the following recommendation was brought forward from the Committee:

Moved/Seconded

THAT the Public Works Manager be directed to post for and hire a full-time Public Works Operator; and

THAT the Chief Financial Officer be directed to secure an additional lease vehicle when we renew our current lease agreement.

CARRIED

ii. Community Signage Plan

The Community Signage Plan was discussed at the earlier Council Strategy Committee Meeting and the following recommendation was brought forward from the Committee:

Moved/Seconded

THAT Council proceed with the Community Signage Project, to be refined for colour and format themes and wording with budget to come from the remainder of the parking signage budget, presently estimated at \$15,000.

CARRIED

Audio: 02:23

E. Emergency Services

i. RCMP Monthly Report

Council was concerned with the high number of “other” items, in which their titles are not disclosed.

Moved/Seconded

THAT Council receive the RCMP Monthly Report for information.

CARRIED

9. Resolutions

None

Audio: 02:25

10. Bylaws

A. CAO: Secondary Suite Surcharge Bylaw No. 536, 2018 and Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 537, 2018

Council discussed the options laid out in the Secondary Suite Surcharge Bylaw report. CAO DeJong expressed the idea of enforcing a declaration stating whether property owners have a secondary suite or not in order to increase compliance with safety inspections. Council discussed their opinions and a motion was put forward to give both bylaws 2 readings, including an amendment to make the mandatory Secondary Suite Declaration due July 14th instead of March 31st.

Moved/Seconded

THAT Secondary Suite Surcharge Bylaw No. 536, 2018 be introduced and read a first and second time, as amended to change the due date of the declaration from March 31st to July 14th; and

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 537, 2018 be introduced and read a first and second time.

**MAYOR BUHR AND COUNCILLOR BAIN OPPOSED
MOTION FAILED**

At 9:57 p.m., the meeting was extended until 11:00 p.m.

Moved/Seconded

THAT Council extend the meeting to 11:00 p.m.

CARRIED

Audio: 03:08

11. Correspondence

Moved/Seconded

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

- G1: Municipal Workshop MPIC – no response
- G2: Sea to Sky Crime Stoppers – complete
- G3: District of Squamish Official Community Plan Bylaw – no response
- G4: Emergency Response Trailers – no response
- G5: Mobility Pricing Independent Commission – Phase One Report – no response
- G6: Howe Sound Community Forum – Office Coordinator to add to calendar
- R1: Distribution of the Resource Directory – previously responded
- R2: Response to Nicola Cadwell – previously responded
- R3: Pat Craig – Road and Drainage Re. Master Plan – previously responded
- R4: Leslie Nolin – Secondary Suites – previously responded

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.

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:

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 10:14 p.m.

The meeting was re-opened to the public at 11:09 p.m.

15. Reporting Out From Closed Portion of Meeting

Council reported out the following items:

- The Strategic Planning Priorities Poster, as amended, was approved and will now be published publicly;
- That Wendy Conway-Mair and Ruth Simons of the Memorial Committee have both decided to resign from the Memorial Committee for personal reasons;
- That matters pertaining to the sale of 52 Brunswick Beach Road were considered including instructions to the CAO. A delegation bylaw was brought forward to open meeting for consideration.
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Moved/Seconded

THAT Delegation Bylaw No. 541, 2018 be introduced and read a first and second time.

CARRIED

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 11:11 p.m.

Mayor

Corporate Officer

Date Approved by Council:	February 6, 2018
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