



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**REGULAR MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, MAY 8, 2018 at 7:00 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

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**MINUTES**

In Attendance:

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

Staff: Chief Financial Officer Pamela Rooke (Acting CAO)  
Public Works Manager Nai Jaffer  
Office Coordinator Shawna Gilroy (Recorder)

Delegations: 0

Public: 0

**1. Call to Order**

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

**2. Adoption of Agenda**

Moved/Seconded

THAT item 7B – Inclusions with Property Tax Billing be added; and

THAT item 11: R1 – Correspondence from Wes Tayler be added; 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 – April 24, 2018**

The following items were amended:

- Item 10C – confirm the Ministry of Healthy Living and Sport Environment is the correct name of the ministry.
- Change the time of meeting re-opened to the public from midnight to 12:02 a.m.

Moved/Seconded

THAT the Regular Council Meeting Minutes of April 24, 2018 be approved as amended.

**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
32	February 6, 2018	Mayor Buhr and CAO DeJong to work on a Terms of Reference for a Lions trail maintenance committee	In progress
34	March 20, 2018	G9: Maple Ridge Council to Minister Carole James Re. Employer Health Tax	In progress
38	March 20, 2018	R4: Letter of Apology – school field damage (follow up)	In progress
41	April 10, 2018	Beach park late close (letter to be drafted to in-radius residents)	Letter sent – staff to add to Village Update
42	April 24, 2018	IRR ID 159: Liquor Primary License – Exploration of Cannabis Policy – staff to prepare a report	In progress
43	April 24, 2018	CAO to prepare a report on new TUPS and enforcement	In progress
44	April 24, 2018	Mayor to send a letter re: appointment of Glen Dennison as representative at all DFO stakeholder engagements for the next year	Complete
45	April 24, 2018	Correspondence G2: Canada Infrastructure Plan – Mayor Buhr to respond	In progress

*Audio: 00:11*

B. Inclusions with Property Tax Billing

CFO Rooke listed the items that were intended to go with the property tax mailing, which included the Property Tax Notice and Brochure, two Resident Parking Permits along with instructions on how to use them, the Infrastructure Survey, the Metro Vancouver Wood Burning Brochures, and the new Visitor Parking Passes. She advised Council that everything would not fit into the envelope, and was concerned residents may disregard the survey and focus only on the tax bill. Council agreed that the Metro Vancouver Wood Burning brochures did not need to be included in the mailing and suggested trying a bigger envelope to accommodate all of the information.

*Audio: 00:24*

**8. Reports**

A. Staff

i. CFO: Award of Contract for Asset Management Investment Plan

CFO Rooke notified Council that the Village's application for the Asset Management Grant was approved.

Moved/Seconded

THAT Council award the contract in the amount of \$30,000 for the development of an Asset Management Investment Plan and an Asset Management Road Map for the Village of Lions Bay to Urban Systems Ltd.; and

THAT the Mayor and CAO be authorized to execute a contract for services with Urban Systems Ltd. in substantial accordance with the draft Services Agreement attached as Schedule B to the subject RFP.

**CARRIED**

ii. CFO: 2017 Audited Financial Statements

This item was discussed in the earlier Council Strategy Committee meeting.

Moved/Seconded

THAT the Village of Lions Bay's 2017 Audited Financial Statements as presented to Council on May 8, 2018 be approved pursuant to the Community Charter section 167;

AND THAT the 2017 Audited Financial Statements be included in the 2017 Annual Report pursuant to the Community Charter section 98.

**CARRIED**

*Audio: 00:29*

iii. CFO: Award of Contract for Parking Meters

Moved/Seconded

THAT the CAO be authorized to execute the contract with Precise ParkLink Inc. for the rental, installation and operation of three parking meter stations.

**CARRIED**

iv. CFO: Award of Contract to PayByPhone

Moved/Seconded

THAT the CAO be authorized to execute the contract with PayByPhone Technologies Inc. for a wireless payment option for the Village's metered parking.

**CARRIED**

*Audio: 00:33*

v. PWM: Verbal Update on Parking Signage

PWM Jaffer advised Council that the signs have been ordered, are in production, but have not yet arrived; however the poles have arrived and are ready to be installed once the signs are complete. Staff are still waiting on a response from CN regarding the Lions Bay Beach parking lot before parking meters can be installed at that location.

B. Mayor

i. Letter to Ministry of Finance

Mayor Buhr advised Council that he heard back from the Ministry of Finance informing him that Lions Bay is not in the speculation tax regime. Mayor Buhr to amend the letter as was discussed and send it to the ministry.

Moved/Seconded

THAT Council direct Mayor Buhr to send the letter, as amended, to the Ministry of Finance.

**CARRIED**

C. Council

None

D. Committees

None

E. Emergency Services

None

*Audio: 00:46*

**9. Resolutions**

**A. Special Council Meeting**

Moved/Seconded

THAT a Special Council Meeting be scheduled for May 11, 2018 at 3:00 p.m.

**CARRIED**

*Audio: 00:50*

**10. Bylaws**

**A. 2018-2022 Five Year Financial Plan Bylaw No. 542, 2018 – Third Reading**

CFO Rooke outlined the changes made since second reading of the Five Year Financial Plan Bylaw.

Moved/Seconded

THAT the 2018-2022 Five Year Financial Plan Bylaw No. 542, 2018 be read a third time.

**CARRIED**

**B. Tax Rates Bylaw No. 543, 2018 – Third Reading**

Moved/Seconded

THAT the Tax Rates Bylaw No. 543, 2018 be read a third time.

**CARRIED**

**C. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 544, 2018 – Three Readings**

Council reviewed the Fees Bylaw amendment and requested that it be added to the “FUAL” for further review of the remaining fees.

Moved/Seconded

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 544, 2018 be introduced and read three times.

**CARRIED**

**D. Lions Bay Parks Regulations Bylaw No. 448, 2012, Amendment Bylaw No. 545, 2018 – Three Readings**

Moved/Seconded

THAT Parks Regulations Bylaw No. 448, 2012, Amendment Bylaw No. 545, 2018 be introduced and read three times.

**CARRIED**

E. Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018 –  
Three Readings

Council queried whether the Schedule A should be struck as it contained fees which are already outlined in the Fees Bylaw. There was no urgency in adopting the bylaw therefore Council decided to table it and bring it back to the first meeting in June when the CAO was back from vacation to discuss.

Moved/Seconded

THAT Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018 be tabled for the June 5, 2018 Regular Council Meeting.

**CARRIED**

**11. Correspondence**

Moved/Seconded

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

- G1: Budget Notes from MLA Jordan Sturdy – no response
- G2: 2018 LMLGA Annual Report – no response
- G3: Trans Mountain Pipeline Expansion Project – no response
- R1: Correspondence from Wes Taylor (On-Table) – Mayor Buhr to respond

**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;
- c) labour relations or other employee relations;

- j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

**CARRIED**

*The meeting was closed to the public at 8:17 p.m.*

*The meeting was re-opened to the public at 9:35 p.m.*

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

THAT the Mayor will call for nominations or suggestions for the Citizen of the Year Award, awarded on July 1 at the Canada Day celebration, in the next few Mayor's Messages in the Village Update.

**16. Adjournment**

Moved/Seconded

THAT the meeting be adjourned.

**CARRIED**

*The meeting was adjourned at 9:36 p.m.*

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Mayor

\_\_\_\_\_  
Corporate Officer

Date Approved by Council:

May 22, 2018