



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MAY 22, 2018 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 – May 8, 2018 (Page 5)

THAT the Regular Council Meeting Minutes of May 8, 2018 be approved as circulated.
 - B. Special Council Meeting – May 11, 2018 (Page 13)

THAT the Special Council Meeting Minutes of May 11, 2018 be approved 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
32	February 6, 2018	Mayor Buhr and CAO DeJong to work on a Terms of Reference for a Lions Bay Trail Maintenance Committee	Peter and Karl
34	March 20, 2018	G9: Maple Ridge Council to Minister Carole James Re. Employer Health Tax	Karl
38	March 20, 2018	R4: Letter of Apology – school field damage (follow up)	Peter
41	April 10, 2018	Beach park late close (letter was sent – staff to add to Village Update)	Pam
42	April 24, 2018	IRR ID 159: Liquor Primary License – Exploration of Cannabis Policy – staff to prepare a report	Peter
43	April 24, 2018	CAO to prepare a report on new TUPS and enforcement	Peter

45	April 24, 2018	Correspondence G2: Canada Infrastructure Plan – Mayor Buhr to respond	Karl
46	May 8, 2018	Mayor Buhr to amend the letter to the Ministry of Finance and send to the ministry	Karl
47	May 8, 2018	Correspondence R1: Wes Taylor	Karl

B. Unfinished and New Information and Resource Requests (Page 17)

Recommendation: THAT the following actions be taken with respect to the IRRs [to be determined in meeting]:

8. Reports

A. Staff

i. CFO: First Quarter Accounts Payable Listing (Page 25)

Recommendation: THAT the report “Accounts Payable Cheque Listing” be received for information purposes.

ii. PWM: Lions Bay Beach Park Update (Verbal)

B. Mayor

C. Council

D. Committees

E. Emergency Services

i. RCMP Monthly Report (Page 37)

Recommendation: THAT the RCMP Monthly Report be received.

9. Resolutions

A. Howe Sound Community Forum

Recommendation: WHEREAS Council is a member of the Howe Sound Community Forum and supports ongoing work of the Forum’s Oceanwatch Taskforce;

BE IT RESOLVED THAT Council provide representation to the Taskforce after the local election this October.

B. Sea to Sky Clean Air Society

Recommendation: THAT Council support the Sea to Sky Clean Air Society’s activities by selecting and resolving one of the following three alternatives:

- (1) Establishing a roundtable of government, corporate and citizen appointees to meet periodically and determine the scope of actions to be undertaken;
- (2) Reverting to the former Air Quality Coordination Committee (AQMP), which would require ongoing financial and management support from the local governments; or

(3) Disbanding, which leaves no local bodies to uphold the AQMP and various OCP policies in member community legislation.

10. Bylaws

- A. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 547, 2018 – Three Readings (Page 39)

Recommendation: THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 547, 2018 be introduced and read a first, second and third time.

- B. Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018 – Three Readings (Page 63)

Recommendation: THAT Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018 be introduced and read a first, second and third time.

11. Correspondence

- A. List of Correspondence to May 17, 2018 (Page 81)

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;
- 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;
- 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;

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, MAY 8, 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 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.

Mayor

Corporate Officer

Date Approved by Council:	
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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON FRIDAY, MAY 11, 2018 at 3:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance:

Council: Mayor Karl Buhr
Councillor Norm Barmeier (via conference call)
Councillor Ron McLaughlin

Regrets: Councillor Fred Bain
Councillor Jim Hughes

Staff: Chief Financial Officer Pamela Rooke (Acting CAO)
Office Coordinator Shawna Gilroy (Recorder)

Delegations: 0

Public: 0

1. Call to Order
Mayor Buhr called the meeting to order at 3:04 p.m.

2. Adoption of Agenda
Moved/Seconded

THAT the agenda be adopted as submitted.

CARRIED

3. Public Participation
None

4. Delegations
None

5. Minutes
None

6. Business Arising from the Minutes

None

7. Unfinished Business

None

8. Reports

None

9. Resolutions

A. Appointment of Bylaw Enforcement Officers

Moved/Seconded

THAT Council appoint Mike Kumar and Sarbjit Johal as Bylaw Enforcement Officers; and

THAT Council appoint Tabitha McPhail and Phil Dubrulle as backup on-call Bylaw Enforcement Officers.

CARRIED

10. Bylaws

A. 2018-2022 Five Year Financial Plan Bylaw No. 542, 2018 – Adoption

Moved/Seconded

THAT 2018-2022 Five Year Financial Plan Bylaw No. 542, 2018 be adopted.

CARRIED

B. Tax Rates Bylaw No. 543, 2018 – Adoption

Moved/Seconded

THAT Tax Rates Bylaw No. 543, 2018 be adopted.

CARRIED

C. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 544, 2018 – Adoption

Moved/Seconded

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 544, 2018 be adopted.

CARRIED

11. Correspondence

None

12. New Business

None

13. Public Questions & Comments

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:

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.

CARRIED

The meeting was closed to the public at 3:06 p.m.

The meeting was re-opened to the public at 3:09 p.m.

15. Reporting Out From Closed Portion of Meeting

Matters were discussed pertaining to reasons for closing the meeting.

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 3:09 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
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REQUESTS FOR COUNCIL										
<u>Request ID</u>	<u>Meeting Date of Request</u>	<u>Requester</u>	<u>Subject</u>	<u>Issue and Information/Resources Requested</u>	<u>Requester's Priority 1 (lo) - 5 (hi)</u>	<u>Rationale</u>	<u>Personnel and/or Financial Resources Est'd by Requester</u>	<u>Admin Owner</u>	<u>Preliminary Administration Response</u>	<u>Committee Recommendation and/or Council Disposition</u>
145	1/Jan/17	McLaughlin	Traffic Delineator Posts	Please consider putting in some traffic 'delineator posts' in front of the Native Garden. There are a few feet of space between the white line and the edge of the road. Many people use this for walking and many cars go over the white line - which can be noted by the faded white of the line in that area. A couple of well-placed, permanent posts would prevent cars from drifting over, and hopefully prevent any pedestrian accidents.				PWM/CAO	Will review options but also note that protection of walking area from KG trail entrance/exit on SB onramp to corner of Lions Bay Ave and down to LB Beach is part of a holistic approach to trails and pathways in the Village that staff would like to pursue with MOTI using concrete barriers. Council discussed at the April 24th meeting that barriers are a consideration.	
153	9/Jan/18	Buhr	Restricted Reserve re. Sale of BB ROW	Would like staff to provide a definitive mechanism for assisting Councils to understand eligible expenditures from restricted reserve re. sale of ROW				CAO	I will review language and examples with legal advisors and provide a "test" that future Councils and staff can use.	
155	19/Apr/18	Buhr	Power to Bus Shelter	Please install power to the new bus shelter, then a powered light with schedule, on at dusk, off at 11 pm, on at 6:30 (overridden if already light), off at dawn, so that I can advise the Village.				PWM		
157	19/Apr/18	Buhr	Reception Nameplate	Please introduce a nameplate at the reception desk, since not everybody knows our staff's names.				CAO	Done - nameplates received and in use.	THAT staff look into name plates for the reception desk.
158	19/Apr/18	McLaughlin	Schedule of Utilised Reserves Operating and Capital Expenditure	Please remind me, and produce if it has already been directed by Council, the schedule of "utilised, carried-over and sent-to-reserves operating and capital expenditure," as requested by Ron long ago. To clarify, not interested in the accounting treatment, but in what the community has been taxed for, and what has been delivered, or not. The draft I provided was waiting checks, and now there's 2017's results to add. Asked another way, since we have not budgeted transfers to reserves in living memory, where have our reserves come from?				CFO	An on-table document was provided at the April 24, 2018 Council meeting which Cllr. McLaughlin was to review in due course. CFO Rooke to bring report to June 5 meeting.	

REQUESTS FOR COUNCIL										
<u>Request ID</u>	<u>Meeting Date of Request</u>	<u>Requester</u>	<u>Subject</u>	<u>Issue and Information/Resources Requested</u>	<u>Requester's Priority 1 (lo) - 5 (hi)</u>	<u>Rationale</u>	<u>Personnel and/or Financial Resources Est'd by Requester</u>	<u>Admin Owner</u>	<u>Preliminary Administration Response</u>	<u>Committee Recommendation and/or Council Disposition</u>
159	22/May/18	Buhr	Water Buoy KG	Erect (suitable) signage on mooring, and operation of any power vessel within the boundaries of the park (from the land high water mark to a line between the marked points to the north and south), is prohibited, and enforced under Lions Bay Bylaw ____ of 2017."				PWM	Under the Canadian Shipping Act 2001 (CSA), the Vessel Operation Restriction Regulations (VORR) prohibit the placing of any signs or symbols on control buoys and keep-out buoys unless they are authorized under the CSA or another Act of Parliament, such as the Navigable Waters Protection Act. The CSA governs the design of private marker buoys used to restrict navigation (for example, speed limits, keep-out areas). Under the VORR, requests for restrictions must be originated by local authorities, and must be sent to Transport Canada's Office of Boating Safety for final review.	
160	22/May/18	Buhr	Bylaw Enforcement	BEOs are starting next weekend and know what to do, taking into account that Permit parking zones are not yet signed, and Pay parking zones have no mechanism to pay. The website has the BEO phone number front and center (despite searching hard, last year I couldn't find it upon a resident's demand).				CAO	BEOs will be instructed accordingly and, as both are new, will be getting acclimated to Lions Bay. The website has the BEO phone number under the Contacts link, which is at the top of every page.	
161	22/May/18	Buhr	Bylaw Enforcement	BEO's [should] Manage parking regulations against the strategic goal of meeting the needs of residents while accommodating exploding visitor numbers Village-wide. Given the observed lack of achieving this goal last year, this year the CAO will be getting weekend phone calls from me, daily if necessary.				CAO	BEOs were instructed to enforce parking regulations last year and spent most of their time doing so. This year's BEOs will similarly be instructed to enforce in accordance with our parking regulations, along with other matters requiring bylaw compliance and enforcement, such as but not limited to the Outdoor Water Use bylaw, the Good Neighbour bylaw, Short Term Rentals and Secondary Suites compliance, the Noise bylaw, and the Animal Control bylaw. Staff will include timely educational reminders to residents about compliance with these regulations.	
162	22/May/18	Buhr	Bylaw Enforcement	BEO's [should] Minimise time spent "doing paperwork" at the office with the signs on the car (it looks bad, and people notice). See app automation/integration to save after-the-fact recordkeeping.				CAO	BEOs still need to input info into our excel spreadsheet to track office follow up on ticketing. They also need to spend time briefing each other at shift transition and we are asking for more summary reporting each week so there is definitely an administrative component to their required work that needs to be done in the office. However, they can be instructed to remove the decals from their vehicles while in the office.	

REQUESTS FOR COUNCIL										
<u>Request ID</u>	<u>Meeting Date of Request</u>	<u>Requester</u>	<u>Subject</u>	<u>Issue and Information/Resources Requested</u>	<u>Requester's Priority 1 (lo) - 5 (hi)</u>	<u>Rationale</u>	<u>Personnel and/or Financial Resources Est'd by Requester</u>	<u>Admin Owner</u>	<u>Preliminary Administration Response</u>	<u>Committee Recommendation and/or Council Disposition</u>
163	22/May/18	Buhr	Drivethrough notes	CN Lot: resurfacing ASAP after consideration of replacement of current low barriers with crash-proof anchored no-posts topped with suitable fence (Nai has my reasons). Then lining to a professional layout plan approved by Council (per budget resolution), and installation of curbed pad, bench, trashcan, and screen of CN hardware (per concept sketch provided). Ditto Sunset Lot, giving consideration to backing out and actual width of cars.				CAO PWM	NPGR's are estimated at \$9,000 - this does not include the cost of cutting holes in NPGRs by concrete cutting and coring company - hole would be used to stabilize fence posts - or additional costs for NPGRs down the center of the lot. In addition to no budget for NPGRs, fencing on NPGRs is not recommended for stability reasons and steps to stabilize would incur additional unbudgeted expense. Staff strongly recommends waiting for CN approval (including long-term renewal) before incurring costs to fence, repave and re-line the lot after first installing a drainage manhole and rockpit in the center of the lot. If Council wishes to direct staff to proceed with any or all planned improvements in advance of CN approval, there should be a resolution accordingly.	
163	22/May/18	Buhr		Recognising that new decals are valid through July 2019 and immediately ease the BEOs' task (by being visible), delivery in end-May tax bill (2 each); accompanying literature to be reviewed by Council designee (me). 1 decal each to staff and LBFR members and 40 to Ed Langford for LBSAR (no accompanying literature). Development of procedures for sale of extra decals (residency test, vehicle ownership, etc.), replacement of a damaged annual permit, and replacement of unavailable or "lost" annual permit.				CAO	We will develop formalized procedures, which will need to include situations where someone has purchased a new/used vehicle.	
164	22/May/18	Buhr		Parking signage: delivery by mid-May and full installation by end-May. If not, temporary Chloroplast signage to accomplish strategic goals (although pay parking installation delayed). Consideration of budgeted PW overtime to accomplish.				PWM	Signs were ordered late March and delivered on May 16th. As far as installation is concerned, Public Works staff is "fully engaged" at the Lions Bay Beach Park and can't install until the beach park work is done so that puts it after the long weekend in May. It'll take many weeks to get it all up while also tending to the rest of the department's required work.	

REQUESTS FOR COUNCIL										
Request ID	Meeting Date of Request	Requester	Subject	Issue and Information/Resources Requested	Requester's Priority 1 (lo) - 5 (hi)	Rationale	Personnel and/or Financial Resources Est'd by Requester	Admin Owner	Preliminary Administration Response	Committee Recommendation and/or Council Disposition
165	22/May/18	Buhr		Precise Parklink: rush on meters for three lots and configuration of admin software (features unknown to me, but hoping camera-scan of license plates?), integration to PayByPhone app, for installation by end-June (2+ months overdue). New Android device (mid-size tablet?) Bluetooth linked to a belt-mounted printer (all obviously with adequate batteries). Vendor signage wording to be reviewed by Council's designee and to indicate no trailer parking and at LBPB Lot no Permit validity. Meter receipt to include text "This receipt does not need to be displayed in vehicle, and is not valid in Permit zones." Consideration of vendor's offer of traffic counters to build a traffic profile and audit BEO performance. Consideration of linked dynamic sign before Lions Bay Ave. entrance "[Time] ___ Visitor Parking Spaces Available All Visitor Parking Past This Point Currently Full."				CAO	The meters are on order but they are the lower cost DG4 meters that operate on a Pay and Display basis so receipts will have to be displayed on dash. We will not be using a Bluetooth belt mounted printer this year. There is no integration with Pay by Phone. Custom receipts are not possible with the very small number of receipts we go through in a season. The signage from Precise Parklink will likely be the same or similar to what they produced for us last year. We'll design our own signage for indicating "no trailers permitted" in LBBP parking lot. Traffic counters and linked dynamic signage at the highway would involve additional unknown, unbudgeted costs along with concerns for security of the equipment.	
166	22/May/18	Buhr		Letter to Marina on parking provisions (and their timing), notice that boat trailers may not be parked anywhere in Lions Bay per Highways Bylaw (right?), more.				CAO	I believe boat trailers can be parked on a person's own property, and if attached to the vehicle, can be parked on any highway. Thus, if attached to a Permitted vehicle, a trailer can be parked in Permit zones.	
167	22/May/18	Buhr		Further amendments to Fees and Charges bylaw to accommodate changes (sent separately) and new items like replacement of available damaged annual permit (free), replacement of unavailable or "lost" annual permit (full cost).				CAO	I'm not sure why replacement of a damaged permit would be free as it would seem to indicate that they tried to remove it for more flexible use. As noted above, we'd need to replace a permit for someone with a new car, but wouldn't anticipate charging them. Procedures should suffice for replacements.	
168	22/May/18	Buhr		New parking enforcement categories to accommodate annual and daily passes, for example no permit or out of date permit (full violation), invalid display of permit (half violation?), parking in firelane (double violation and tow?).				CAO	I think our current provisions are adequate, but will review further if Council wishes to see additional violation categories and/or different penalty amounts.	
169	22/May/18	Buhr		Additional trashcan midway along KG Lot ASAP. Removal of superfluous signs and poles at KG beach has been done?				PWM	As noted above, Public Works has been spending all available time at the LBBP so this will have to wait until that priority project is completed. Costs for bear proof garbage cans are not within our operating budgets - a combined garbage / recycling can will cost \$2,000.	

REQUESTS FOR COUNCIL										
Request ID	Meeting Date of Request	Requester	Subject	Issue and Information/Resources Requested	Requester's Priority 1 (lo) - 5 (hi)	Rationale	Personnel and/or Financial Resources Est'd by Requester	Admin Owner	Preliminary Administration Response	Committee Recommendation and/or Council Disposition
170	22/May/18	Buhr		Community signage component: RFP issued by May 18 (after one round of review by Council designee), with a May 28 deadline, for award within days (after consultation with Council designee; signage urgently needed to advise beach rules, and generally manage Village-wide visitors). Goal is camera-ready art by mid-June, and installed Phase 1 signage by mid-July.				CAO	I will endeavor to forward a draft to the Mayor before the end of the weekend. The timeline for responses is inadequate and Council will need to approve a contract in any event. The balance of the timeline is also likely unrealistic, given the timelines required for printing and installation.	
171	22/May/18	Buhr		Consideration of video surveillance at all three lots with feed to RCMP and 1-month retention (plus, in time, PW Yard, Fire Training facility, water plants and intakes).				CAO	I believe we have surveillance at the PW Yard, and are working on doing something for the Fire Training facility, but an expanded program would have to be discussed, researched, costed, etc. Cameras should simply have retained footage for a reasonable time for after the fact review by staff and RCMP.	
172	22/May/18	Buhr		Daily guest passes, if we can't find hologram stock, copy-evident printer paper is available, U\$40 per 500, C\$70.				CFO	Copy-evident printer paper has been ordered	
173	22/May/18	Buhr		Please can we replace the attached map in the Council Chambers with the new LIDAR map with the new extent, same size?				PWM	New LIDAR files uploaded to dropbox and sent to Chartwell Cartographers - awaiting quote and timeline.	
174	22/May/18	Buhr	Drivethrough notes	Re: Upper Bayview Road Condition - Hot patching an alligator paved pavement is not worth the trouble (but, afterthought, would high strength mortar help?)				PWM	This is not a standard practice and may result in greater damage as freeze that will lift chunks of mortared asphalt rather than causing further alligatoring. The best option is to factor into the operating budget funds for a proper paving/resurfacing program.	
175	22/May/18	Buhr	Drivethrough notes	All signs, including MOTI's, need scrubbing and poles straightened and trimmed to a standard height. The 4-foot poles used at Park Royal (at the exit to the underground parking from Winners and Atmosphere) might be worth your consideration too: easier to see at driver height, and less threatening.				PWM	4' poles are not used as traffic control devices - standard pole sizes are 10' and 14' with 2-3' buried in the ground. This is to ensure that the signs are visible over parked cars or vehicles behind another vehicle. We will be straightening posts and cleaning signs as part of phase one of our signage install plan.	
176	22/May/18	Buhr	Drivethrough notes	WAS there a building permit issued for the 12' stacked-block wall at 65/75/85/95 Isleview?				PWM	Yes, it went to BoV first for the garage and we required engineering on the wall.	
177	22/May/18	Buhr	Drivethrough notes	The Road Narrows sign at the Alberta bridge on Isleview needs to move to a standard location				PWM	Yes, we'll do this as part of the second phase of the sign installations - second phase installing poles and signage where none exists now.	
178	22/May/18	Buhr	Drivethrough notes	Do we have rules against eyesore tents, boats and RVs visible from the street?				CAO	Good Neighbour Bylaw No. 412 may be applicable. A complaint would need to be lodged and investigated.	

REQUESTS FOR COUNCIL										
Request ID	Meeting Date of Request	Requester	Subject	Issue and Information/Resources Requested	Requester's Priority 1 (lo) - 5 (hi)	Rationale	Personnel and/or Financial Resources Est'd by Requester	Admin Owner	Preliminary Administration Response	Committee Recommendation and/or Council Disposition
181	22/May/18	Buhr	Drivethrough notes	Consider removing undergrowth from spit of land at Lions Bay Beach park entrance				PWM	On our list - most likely in late fall?	
182	22/May/18	Buhr	Drivethrough notes	We need to formalise where tow company signs go. I suggest either on the two single-arrow No Parking poles designating the start of cul de sacs, or on one pole at the back-middle. Double arrows on the tow sign might help.				PWM		
183	22/May/18	Buhr	Drivethrough notes	Bridges could benefit from a wash				PWM	This will take approximately 2-4 weeks of staff time as they have not been done in a long time. This will likely be done late summer/early fall.	
184	22/May/18	Buhr	Drivethrough notes	General overhead and sightline branch trimming would assist with excessive shagginess.				PWM	Staff are currently behind on our regular operating maintenance. Once the beach park, parking signage, and water main flushing are complete, we'll try to tackle this work.	
185	22/May/18	Buhr	Drivethrough notes	The Communications Policy to come will formalise something like no non-community event signs on the public ROW or poles: even now I'd be fine with them being summarily removed except perhaps for lost pet signs and same-day party/function/wedding/yardsale signs.				PWM	Where would/should people post their "non-community" event signs? Examples of "non-community" events?	
186	22/May/18	Buhr	Drivethrough notes	Remove Beach Logs per discussion with staff at Lions Bay Beach Park. Request we leave 8-12 beach logs (the semi-permanent cedar should probably go.)				PWM	At a site visit with staff on May 2nd (Nai, Kyle, Garth in attendance), the Mayor asked that we leave between 6 and 18 logs and that we leave some smaller ones for kids to take out and float on / play with. Staff followed these instructions.	
187	22/May/18	Buhr	Drivethrough notes	For cul-de-sacs, do we plan the existing "Unattended Vehicles will be Ticketed and Towed?" I already prefer the much simpler and more explanatory add-on that says "Fire Lane." That's laid out in the KG email I offered a few weeks back.				PWM	We had decided upon using no parking signs in cul-de-sacs and that's what we put on the parking plan map that was approved by Mayor and Council. The only "Unattended Vehicles will be ticketed and towed" are set to go in front of our access gates to the Treatment Plants, Parks, etc.]	
188	22/May/18	Buhr	Drivethrough notes	Straighten pole at bus shelter, maybe with a brace to the shelter itself				PWM	Pole is continually being vandalized. Someone is purposely shaking and bending the pole loose.	
192	22/May/18	Buhr	Drivethrough notes	Remove all ad-hoc signage from all boulevards (after public information pieces in Village Update)				PWM	Once the information piece has gone out we can tackle this as we install new signage.	
196	22/May/18	Buhr	Beach Park notes	I will sketch up the kayak rack schematic				PWM	Staff are working on a sketch of their design and will provide for feedback	
198	22/May/18	Buhr	Beach Park notes	Grade the lawn a bit more to remove hummocks [where stumps were removed]				PWM	Staff have removed approximately 100 tonnes of material and re-graded to remove hummocks. Soil was spread and sod was installed.	

REQUESTS FOR COUNCIL										
<u>Request ID</u>	<u>Meeting Date of Request</u>	<u>Requester</u>	<u>Subject</u>	<u>Issue and Information/Resources Requested</u>	<u>Requester's Priority 1 (lo) - 5 (hi)</u>	<u>Rationale</u>	<u>Personnel and/or Financial Resources Est'd by Requester</u>	<u>Admin Owner</u>	<u>Preliminary Administration Response</u>	<u>Committee Recommendation and/or Council Disposition</u>
199	22/May/18	Buhr	Beach Park notes	SS handrails on both sides of both steps, and maybe at shower location				PWM	Materials will cost \$3600 (stainless) - staff are wondering if we use steel and paint it instead?	
200	22/May/18	Buhr	Drivethrough notes	Straighten/shore [Beach Park] fence				PWM	On our list to do at the same time as we do the kayak rack	
201	22/May/18	Buhr	Drivethrough notes	Remove "Members" sign at beach AND Ask Marina to move their sign to a less confusing location				PWM	Need to coordinate with Ken	
202	22/May/18	Buhr	Drivethrough notes	Remove sapling growing out of Isleview off-ramp as a favour to MOTI				PWM	Removal of vegetation on the on/off ramp needs to be done by MOTI who have the appropriate safety signage and training.	
203	22/May/18	Buhr	Drivethrough notes	Remove sapling at foot of wall where beach shower will be, plus the one at the first steps, plus what rocks can be reached				PWM	Will be completed by the weekend	

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Information Report		
Title	Accounts Payable Cheque Listing		
Author	Hayley Cook	Reviewed By:	Pamela Rooke
Date	May 17, 2018	Version	-
Issued for	May 22, 2018 Regular Council Meeting		

RECOMMENDATION

THAT the report “Accounts Payable Cheque Listing” be received for information purposes.

ATTACHMENTS

1. Accounts Payable Cheque Listing January 1, 2018 – March 31, 2018

KEY INFORMATION

The attached Accounts Payable Cheque Listing summarizes all cheque and electronic payments for the period January 1, 2018 – March 31, 2018. The listing does not include payments made through payroll.

FOLLOW UP ACTION

Staff will prepare the Accounts Payable Cheque Listing for Council’s review every quarter.

Village of Lions Bay
AP Cheque Listing
2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
2018Janpbc	01/01/2018	Pacific Blue Cross	2018Jan	Benefits - Jan	2,494.37	2,494.37	
2018Janrfs	01/01/2018	RFS Canada/ GE	180101	Copier leases	428.96	428.96	
21590732	02/01/2018	PitneyWorks	21590732	Postage	262.50	262.50	
171231mfa	03/01/2018	Municipal Finance Authority	171231	Equipment Loan	2,531.39	2,531.39	
025193	04/01/2018	Cameron, Adrian	170724 AC Fire	Fire Expenses	331.46	331.46	
025194	04/01/2018	Dale, Jennifer	170620 JD	Fire Expenses	105.69	105.69	
025195	04/01/2018	Sanford, Blake	160325	Reimburse - Pit supplies	69.71	69.71	
025196	04/01/2018	ACI Enhancements	17-004	Fire training - Dec	1,665.00	1,665.00	
025197	04/01/2018	Cook, Hayley	171231	Reimburse - mileage	24.91	24.91	
025198	04/01/2018	Carlson, Kirby	171231	Reimburse - meals	98.27	98.27	
025199	04/01/2018	DeJong, Peter	171231	Reimburse - supplies, mileage, light	197.53	197.53	
025200	04/01/2018	Dale, Jennifer	171231	Reimburse - cleaning supplies	50.36	50.36	
025201	04/01/2018	Germescheid, Barret	172131	Reimburse - training props	94.07	94.07	
025202	04/01/2018	John James	171227	Reimburse - fire supplies	34.39	34.39	
025203	04/01/2018	Mullen, Neale	171231	Reimburse - work boots	209.99	209.99	
025204	04/01/2018	Rooke, Pamela	171227	Reimburse - food, courier, mileage	102.52	102.52	
025205	04/01/2018	Schneider, Kerstin	171226	Carolling expenses - municipal grant	40.41	40.41	
025206	04/01/2018	Urrutia, Alberto	171231	Reimburse - office supplies	172.35	172.35	
2017DecVisa	05/01/2018	Visa ScotiaBank	171215	Emergency supplies, software, plants	7,570.76	7,570.76	
2017PP26mpp	05/01/2018	Municipal Pension Plan	2017PP26	Pension PP26	5,407.36	5,407.36	
025207	08/01/2018	Associated Fire Safety Equipment	18300	Gated Wye - Wildland Fire	2,028.72	2,028.72	
025208	08/01/2018	BC Hydro	117009935524 117009935525	Street Lights Street Lights	380.30 160.95	541.25	
025209	08/01/2018	Bell	171201	Satellite - Pit	110.69	110.69	
025210	08/01/2018	Bell Mobility Inc.	171213	Fire truck data	45.25	45.25	
025211	08/01/2018	Bartolo & Sons Paving Co. Ltd.	2384	Paving	16,355.85	16,355.85	
025212	08/01/2018	Coast Hydrant & Valve Repair Parts	3477	Hydrant parts	397.46	397.46	
025213	08/01/2018	CUPE - Local 389	2017Dec	Union Dues - Dec	879.86	879.86	
025214	08/01/2018	Cordilleran Geoscience	VoLB18001	Natural Hazard Develop permit strat.	25,833.35	25,833.35	
025215	08/01/2018	Custom Air Conditioning Ltd.	256951	Furnace Maintenance	270.90	270.90	
025216	08/01/2018	AECOM Canada Ltd	38281098	Water Tanks Engineering	27,384.31	27,384.31	
025217	08/01/2018	Ebco Petroleum Inc	212582	Oil for Hall	968.18	968.18	
025218	08/01/2018	Hach Sales & Service Canada LP	156047	WTP - Automatic cleaner	673.12	673.12	
025219	08/01/2018	Habkirk, Allison	171220	Stragetic planning session	1,824.38	1,824.38	

Village of Lions Bay
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2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
025220	08/01/2018	HEALTHSERV Professionals Inc.	16316	Flu Shots	131.25	131.25	
025221	08/01/2018	ISL Engineering and Land Services Ltd.	8005826	Bridge inspections	13,549.60	13,549.60	
025222	08/01/2018	Kerr Wood Leidal	74216	SCADA support	63.00	63.00	
025223	08/01/2018	Lidstone & Company	17642 17641	Legal fees - purchase of 63 BB Legal Fees - General	1,003.13 331.61	1,334.74	
025224	08/01/2018	LAT DIV of Lafarge Canada Inc.	708298521	Salt - roads	1,954.22	1,954.22	
025225	08/01/2018	Lee Halliday Photography	6	Council photos	150.00	150.00	
025226	08/01/2018	Lucid Mgmt Group	8901	Bus Shelter - Crosscreek	29,263.50	29,263.50	
025227	08/01/2018	North Shore Pest Detective Ltd	88090 88089	Pest control - Klatt Pest control - Yard	89.25 99.75	189.00	
025228	08/01/2018	Nutech Facility Services Ltd.	3808 4067	Janitorial - Aug Janitorial - Dec	982.59 950.97	1,933.56	
025229	08/01/2018	Petrokleen	2014475	Fuel tank cleaning	2,554.81	2,554.81	
025230	08/01/2018	Sea to Sky Courier & Freight	120659	courier	62.52	62.52	
025231	08/01/2018	Staples - Desjardins Credit Card	5501705413 170929Credit 5501781332 5501819724 5501891425-0-1 5501904916-0-1 5501951015-0-1 5501951015-1-1	Pens, correction tape, fluid Credit - office supplies Namebadges, TP, planners Coffee, clips Paper, kitchen towels, USBs Coffee Tables - ESS, pens Discount - Staples	43.23 - 79.08 114.86 44.06 130.78 35.84 315.74 - 22.40	583.03	
025232	08/01/2018	Sea to Sky Invasive Species Council	202	Invasive Species mapping	2,502.50	2,502.50	
025233	08/01/2018	Shaw Business	171209	Office internet	145.49	145.49	
025234	08/01/2018	Steven Olmstead	LB-8	Planning Consultant	4,423.92	4,423.92	
025235	08/01/2018	Upanup Studios	2090	Website hosting	262.50	262.50	
025236	08/01/2018	Xpert Valve Service & Maintenance	180102	PRV Maintenance	14,532.00	14,532.00	
025237	11/01/2018	Associated Fire Safety Equipment	17984	Name Tags - FD	75.47	75.47	
025238	11/01/2018	E-COMM	17-0723	Radio upgrade	668.75	668.75	
025239	11/01/2018	EOCP - Environmental Operators	101685 104350 104372	Operator Dues Operator Dues Operator Dues	73.50 73.50 73.50	220.50	
025240	11/01/2018	RONA - BH Allen Building Centre	5924 6357	Hall supplies Junction box	292.22 34.61	326.83	
025241	11/01/2018	Shred-it International ULC	8100334452	Shredding	102.11	102.11	
025242	11/01/2018	Telus Communications	171228	Phones, internet	872.92	872.92	
025243	11/01/2018	Triton Automotive	801-437090	Demurrage	73.50	73.50	
025244	11/01/2018	Waste Control Services Inc.	0000323658	Waste contract	13,794.90	13,794.90	
025245	11/01/2018	CN Railway Properties	9500180275	BB rail crossing - water line	525.00	525.00	
025246	11/01/2018	ICompass Technologies Inc	18102	Legislation manuals	267.75	267.75	
025247	11/01/2018	Municipal Insurance Association	L2018-175	Insurance - Liability	12,287.00	12,287.00	

Village of Lions Bay
AP Cheque Listing
2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
025248	11/01/2018	Medical Services Plan	2018Jan	MSP - Jan	525.00	525.00	
025249	11/01/2018	Pitney Bowes	3200647744	Postage meter lease	115.81	115.81	
025250	11/01/2018	Rental Network Ltd	13917	Air compressor rental - Mag	179.20	179.20	
025251	11/01/2018	Sea to Sky Network Solutions	12530	IT Support	1,204.00	1,204.00	
025252	11/01/2018	Telus Services Inc	1821929	Dispatch internet	308.00	308.00	
025253	11/01/2018	Telus Communications	180101	Chlorinator alarm	78.40	78.40	
025254	11/01/2018	Temple Consulting Group Ltd	16756 16801	MAIS software services MAIS - payroll & EHO	8,527.68 1,372.00	9,899.68	
025255	11/01/2018	The Municipal Information Network	MS17-43412	Municipal Info network	288.75	288.75	
025256	11/01/2018	Voxter Communications Inc.	FB08900	Office phones, fax	360.64	360.64	
025257	11/01/2018	Zeemac Vehicle Lease Ltd	349558 349556 349557	Vehicle lease Vehicle lease Vehicle lease	910.56 1,492.96 1,136.80	3,540.32	
2017finalST	11/01/2018	School Tax	2017Final	School tax remittance - final	159,777.43	159,777.43	
2017PP25Rev	15/01/2018	Revenue Canada	2017PP25	Payroll deductions PP25	7,127.55	7,127.55	
2017PP26rev	15/01/2018	Revenue Canada	2017PP26	Payroll deductions PP26	13,803.19	13,803.19	
2017WCB4th	16/01/2018	Workers Compensation Board	20174th	WCB 4th Qtr payment	4,781.24	4,781.24	
108010186601	19/01/2018	BC Hydro	108010186601	Pump hydro	130.18	130.18	
108010186602	19/01/2018	BC Hydro	108010186602	Klatt hydro	1,756.99	1,756.99	
108010186603	19/01/2018	BC Hydro	108010186603	LBPP hydro	47.13	47.13	
108010186604	19/01/2018	BC Hydro	108010186604	Hall hydro	368.03	368.03	
108010186605	19/01/2018	BC Hydro	108010186605	Office hydro	338.57	338.57	
116010005707	19/01/2018	BC Hydro	116010005707	WTP - Mag hydro	1,097.30	1,097.30	
2018PP1mpp	19/01/2018	Municipal Pension Plan	2018PP1	Pension PP1	5,184.21	5,184.21	
025258	25/01/2018	TransLink	171231	Remittan 2017 Parking Tax Payment	3,632.15	3,632.15	
025259	26/01/2018	BDO Canada LLP	89191794	Interim audit	7,177.46	7,177.46	
025260	26/01/2018	Broughton and Broughton Inc.	1229	Milk, postage, training meals	1,312.38	1,312.38	
025261	26/01/2018	Century Sign Systems Ltd.	23300	Boat Decals - 2018	112.00	112.00	
025262	26/01/2018	AECOM Canada Ltd	38283370	Water tank engineering	38,711.63	38,711.63	
025263	26/01/2018	Hub Fire Engines & Equipment Ltd	IN00033761	Wheel Chocks	140.25	140.25	
025264	26/01/2018	Iridia Medical	17-2188	Defibrillators x 2 plus electrodes	5,962.67	5,962.67	
025265	26/01/2018	Kerr Wood Leidal	74602	SCADA data	63.00	63.00	
025266	26/01/2018	Lidstone & Company	17532	Legal fees	333.76	333.76	
025267	26/01/2018	LAT DIV of Lafarge Canada Inc.	708291493	Salt	1,807.13	1,807.13	
025268	26/01/2018	Staples - Desjardins Credit Card	5501972950-01	Paper, headphones, cleaning supplies	127.52	127.52	

Village of Lions Bay
 AP Cheque Listing
 2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void	
025269	26/01/2018	Supersave Fuels	83134	Gas - vehicles	1,245.17	2,520.56		
			83133	Diesel - vehicles	1,275.39			
025270	26/01/2018	Sigma Safety	5639	Scene Lights - Fire	199.36	1,702.40		
			5770	Scene Lights	590.24			
			5948	Scene Lights	176.96			
			6516	Scene Lights	514.08			
			6523	Scene Lights	221.76			
025271	26/01/2018	UPS Canada Ltd	1046041157	Shipping hydrant pump	52.36	52.36		
025272	26/01/2018	Waste Control Services Inc.	323652	Brush and banned material waste	566.90	566.90		
025273	26/01/2018	ALS Canada Ltd	E1614647	Sewer testing	51.19	51.19		
025274	26/01/2018	Associated Fire Safety Equipment	18481	Gloves - extrication	504.00	877.07		
			18480	Reflective lettering	373.07			
025275	26/01/2018	Bell	180101	Satellite - Pit	114.15	114.15		
025276	26/01/2018	Burley Boys Tree Service	22866	Tree assessment - LBBP	714.00	714.00		
025277	26/01/2018	Bell Mobility Inc.	180113	Fire truck data	44.82	44.82		
025278	26/01/2018	Byrne, Melissa & Randi	180117	DD Return BP#17-09	3,000.00	3,000.00		
025279	26/01/2018	CivicInfo BC Society	2018020	Membership dues	143.85	143.85		
025280	26/01/2018	Corix Water Products	10816003669	water parts/ fire trailer parts	480.30	480.30		
025281	26/01/2018	Carlson, Kirby	180106	Reimburse - plumbing supplies	28.26	28.26		
025282	26/01/2018	E-COMM	18-0046	ECOMM radios	11,500.00	11,500.00		
025283	26/01/2018	Germescheid, Barret	180105	Reimburse - Latop - Fire	1,082.44	1,082.44		
025284	26/01/2018	Gescan	10693717-00	Flood Lights Burn Building	134.67	1,189.95		
			10700475-00	Light Return	-			134.67
			10874637-00	Electrical - fire trailer	925.39			
			10874637-02	Electrical - fire trailer	229.15			
			10874637-01	Electrical - fire trailer	35.41			
025285	26/01/2018	Justice Institute of BC	20050865	Fire training course	6,405.00	6,405.00		
025286	26/01/2018	Molby, Vesna	180117	DD Return BP#15-16	3,000.00	3,000.00		
025287	26/01/2018	North Shore Pest Detective Ltd	88744	Pest control - Klatt	89.25	278.25		
			88743	Pest control - office	89.25			
			88901	Pest control - yard	99.75			
025288	26/01/2018	RONA - BH Allen Building Centre	6523	Shop supplies/ lights for hall	146.75	146.75		
025289	26/01/2018	Shaw Business	180109	Internet	145.49	145.49		
025290	26/01/2018	Triton Automotive	801-438733	Shop - drill bits, bulbs	84.17	414.44		
			801-439060	shop - shrink tubes	61.37			
			801-441049	backhoe maint.	205.86			
			801-441139	backhoe maint.	63.04			
025291	26/01/2018	Transtar Sanitation Supplies Ltd.	142390	Cleaning supplies	60.48	387.52		
			142388	Cleaning supplies	327.04			
025292	26/01/2018	Uline Canada Corporation	3972859	Safety/ shop/ park supplies	1,190.52	1,190.52		
025293	26/01/2018	Upanup Studios	2179	website hosting	262.50	262.50		
025294	26/01/2018	Westburne Electric Supply	3896178	LED flood lights - yard	312.03	312.03		

Village of Lions Bay
AP Cheque Listing
2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
025295	26/01/2018	Buhr, Karl	171231	Reimburse mileage, map frames, survey	889.96	889.96	
025296	30/01/2018	BC Hydro	171121	Water Tank - elect. service - Oceanview	1,050.00	1,050.00	
025297	30/01/2018	BC Hydro	171121_4130887	Water Tank electrical design deposit	1,050.00	1,050.00	
180210rfs	01/02/2018	RFS Canada/ GE	180201	copier lease payment	428.96	428.96	
2018Febpbc	01/02/2018	Pacific Blue Cross	2018Feb	Benefits - Feb	2,734.45	2,734.45	
180131mfa	02/02/2018	Municipal Finance Authority	180131	Equipment loan - Jan	2,531.39	2,531.39	
2018PP2mpp	02/02/2018	Municipal Pension Plan	2018PP2	Pension PP2	5,322.19	5,322.19	
2018Janvisa	05/02/2018	Visa ScotiaBank	180115	Washer/ dryer - FD, classroom supplies	2,970.13	2,970.13	
025298	06/02/2018	Carlson, Kirby	180206 Carlson	Fire Expenses	194.60	194.60	
025299	06/02/2018	John James	180206 J James	Fire Expenses	234.27	234.27	
025300	06/02/2018	Merz, Matt	180206 M Merz	Training Meals - Fire	92.73	92.73	
025301	09/02/2018	BC One Call	201709767	Tickets - digging	68.51	68.51	
025302	09/02/2018	Guillevin International Company	0406-560418	Helmet and parts	949.65	949.65	
025303	09/02/2018	Lions Bay Marina Ltd	01-14544 01-14545	Log float and dock placement/ storage Removal and powerwash of dock	4,404.69 1,365.00	5,769.69	
025304	09/02/2018	Telus Mobility	171121 171221	Cell phones Cell Phones	537.97 533.58	1,071.55	
025305	09/02/2018	West Coast Monograms Ltd.	36653	Hats - FD	766.75	766.75	
025306	14/02/2018	AON Reed Stenhouse Inc.	180206	Property Insurance	48,920.00	48,920.00	
025307	14/02/2018	ACI Enhancements	005	Fire training - Jan	1,666.65	1,666.65	
025308	14/02/2018	BC Hydro	105010253858 105010253859	Street lights Street Lights	371.14 155.92	527.06	
025309	14/02/2018	BCAEM	792	BCAEM membership	50.00	50.00	
025310	14/02/2018	Corix Water Products	10816004561	Parts for water blow offs	276.84	276.84	
025311	14/02/2018	CUPE - Local 389	2018Jan	Union Dues - Jan	857.67	857.67	
025312	14/02/2018	ClearTech Industries Ltd	169438 734548	Container return Chlorine	- 630.00 1,531.32	901.32	
025313	14/02/2018	Cordilleran Geoscience	VoLB18002	Harvey Creek Access review	983.22	983.22	
025314	14/02/2018	Ebco Petroleum Inc	212703	Oil - Hall	1,016.03	1,016.03	
025315	14/02/2018	Guillevin International Company	0406-561623 0406-562192	LED flashlights LED rechargeable lights	3,093.44 339.36	3,432.80	
025316	14/02/2018	Gescan	10949512 1095345	Breaker return Electrical parts - Trailer	- 114.58 265.69	151.11	
025317	14/02/2018	Hunter Industries Ltd.	5691	Bucket truck training course	1,575.00	1,575.00	
025318	14/02/2018	Jury, Mike	180209	Reimburse - training meals & supplies	282.96	282.96	
025319	14/02/2018	McRae's Environmental Services Ltd	380642	KG drainage	3,701.25	3,701.25	
025320	14/02/2018	Minister of Finance-Product Distribution	94026518 94030103	Medical supplies - gloves, eye glasses Masks	227.89 51.66	279.55	

Village of Lions Bay
AP Cheque Listing
2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
025321	14/02/2018	Medical Services Plan	2018Feb	MSP - Feb	675.00	675.00	
025322	14/02/2018	Nutech Facility Services Ltd.	4151	Janitorial	950.97	950.97	
025323	14/02/2018	Payless Auto Towing Ltd	466024 466025 466023 466020	Scrap car - fire training Scrap car - fire training Scrap car - fire training Scrap car - fire training	157.50 157.50 157.50 157.50	630.00	
025324	14/02/2018	Sea to Sky Courier & Freight	122667	Courier - elections	28.58	28.58	
025325	14/02/2018	Staples - Desjardins Credit Card	5502025706 5502044999 5502070816 5502095067	Date Stamp Envelopes, paper, binders Envelopes, TP, folders Filing cabinet	45.34 492.66 168.48 522.26	1,228.74	
025326	14/02/2018	Sea to Sky Network Solutions	12669	IT Support	1,204.00	1,204.00	
025327	14/02/2018	Sanford, Blake	180207	Reimburse - Meals	101.82	101.82	
025328	14/02/2018	Telus Services Inc	1837266	Dispatch internet	308.00	308.00	
025329	14/02/2018	Telus Communications	180128 180201	Phones, internet Chlorinator alarm	851.52 78.40	929.92	
025330	14/02/2018	Telus Mobility	180121	Cell Phones	578.74	578.74	
025331	14/02/2018	Triton Automotive	801-444697 801-445092	welding supplies Demurrage	171.10 73.50	244.60	
025332	14/02/2018	The Corp of the District of West Van	24508	Signs for Town Hall	50.40	50.40	
025333	14/02/2018	The Capitol Media Co Inc.	180202	Damage deposit return	4,700.00	4,700.00	
025334	14/02/2018	UPS Canada Ltd	1059257650	Courier fee	2.62	2.62	
025335	14/02/2018	Voxter Communications Inc.	FB09035	Office phones	360.64	360.64	
025336	14/02/2018	Waste Control Services Inc.	325524 325768	Solid waste contract Credit on solid waste	14,980.44 - 274.16	14,706.28	
025337	14/02/2018	Zeemac Vehicle Lease Ltd	350408 350410 350409	Vehicle lease Vehicle Lease Vehicle lease	1,492.96 910.56 1,136.80	3,540.32	
025338	15/02/2018	Carlson, Kirby	180215 Fire 2	Plumbing Supplies for Classroom	30.14	30.14	
025339	15/02/2018	Sommerville, Adamo	180215 Fire 1	Plumbing Supplies for Classroom	87.43	87.43	
2018PP1rev	15/02/2018	Revenue Canada	2018PP1	Payroll deductions PP1	10,821.30	10,821.30	
2018PP2rev	15/02/2018	Revenue Canada	2018PP2	Payroll deductions PP2	11,132.38	11,132.38	
2018PP3rev	15/02/2018	Revenue Canada	2018PP3	Payroll deductions PP3	10,431.22	10,431.22	
2018PP3mpp	16/02/2018	Municipal Pension Plan	2018PP3	Pension PP3	5,273.59	5,273.59	
106010274478	19/02/2018	BC Hydro	106010274478	WTP - Harvey hydro	1,277.29	1,277.29	
111010196306	19/02/2018	BC Hydro	111010196306	Yard hydro	2,355.34	2,355.34	
111010196307	19/02/2018	BC Hydro	111010196307	STP hydro	421.79	421.79	
111010196308	19/02/2018	BC Hydro	111010196308	Brunswick Pit Hydro	324.98	324.98	
025340	20/02/2018	Staples Canada	180220	Trailer Contents - Staples	9,790.57	9,790.57	

Village of Lions Bay
AP Cheque Listing
2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
025341	20/02/2018	Carleton Rescue Equipment	87538	Ropes	1,172.04	1,172.04	
025342	20/02/2018	CUPE - Local 389	2017Juneextra	Initiation and June payments	70.00	70.00	
025343	20/02/2018	Gildenhuis, Mattie	171027	Cable Puller - Klatt	526.68	526.68	
025344	20/02/2018	North Shore Pest Detective Ltd	86559	Klatt pest control	136.50	136.50	
180228mfa	01/03/2018	Municipal Finance Authority	180228	Equipment loan payment	2,531.39	2,531.39	
180301rfs	01/03/2018	RFS Canada/ GE	180301	Copier leases	428.96	428.96	
2018Marpbc	01/03/2018	Pacific Blue Cross	2018Mar	Benefits - March	2,614.41	2,614.41	
2018PP4mpp	02/03/2018	Municipal Pension Plan	2018PP4	Pension PP4	5,495.02	5,495.02	
180215visa	05/03/2018	Visa ScotiaBank	180215	Water courses, fees, water parts, FD	4,439.57	4,439.57	
025345	06/03/2018	John Dudley	2018Grant	2018 Grant	1,250.00	1,250.00	
025346	06/03/2018	Lions Bay Historical Society	2018Grant	2018 Grant	608.00	608.00	
025347	06/03/2018	Lions Bay Events Committee	2018Grant	2018 Grant	2,550.00	2,550.00	
025348	06/03/2018	Lions Bay Arts Council	2018Grant	2018 Grant	6,250.00	6,250.00	
025349	06/03/2018	LBCSF (Anniversary Account)	2018Grant	2018 Grant	900.00	900.00	
025350	06/03/2018	Sea to Sky Invasive Species Council	2018Grant	2018 Grant	1,500.00	1,500.00	
025351	06/03/2018	The Lions Bay Seniors Social Circle	2018Grant	2018 Grant	3,100.00	3,100.00	
180306	06/03/2018	PitneyWorks	180313	Postage refill	787.50	787.50	
025352	08/03/2018	AON Reed Stenhouse Inc.	3260000183624	Environmental Pollution insurance	18,956.00	18,956.00	
025353	08/03/2018	Associated Fire Safety Equipment	18638 18637 18635	Alarm tags - radios Boots, epaulettes Name Tags	336.00 601.59 127.68	1,065.27	
025354	08/03/2018	AVO Vehicle Outfitting Inc.	AU-6053	Install for E-COMM radios	4,451.17	4,451.17	
025355	08/03/2018	Bell	180201	Satellite - Pit	114.25	114.25	
025356	08/03/2018	Bell Mobility Inc.	180213	Fire truck data	46.38	46.38	
025357	08/03/2018	Broughton and Broughton Inc.	1275	Milk, cream	89.70	89.70	
025358	08/03/2018	CivicInfo BC Society	2018288	PW position posting	446.25	446.25	
025359	08/03/2018	Corix Water Products	10816007494	LBFD Trailer parts	1,061.91	1,061.91	
025360	08/03/2018	CUPE - Local 389	2018Feb	Union Dues - Feb	1,833.93	1,833.93	
025361	08/03/2018	Creus Engineering Ltd	18130-1	Harvey slide - engineer	4,097.63	4,097.63	
025362	08/03/2018	Cosgrave, Tanya	180315	Music Together - Jan-Mar	720.00	720.00	
025363	08/03/2018	Coastal Ford	77723	Dumper maint.	18.90	18.90	
025364	08/03/2018	Commercial Truck Equipment Co.	0004455203 0004455200	Snow plow assembly Salter/ Spreader	326.91 8,624.00	8,950.91	
025365	08/03/2018	Dodds, Derek	180306	DD return - tree permit #83	500.00	500.00	
025366	08/03/2018	AECOM Canada Ltd	38284810	CWWF - Water tank design	13,334.36	13,334.36	
025367	08/03/2018	E-COMM	18-0062	Radios for Metro and office	14,909.81	14,909.81	

Village of Lions Bay
AP Cheque Listing
2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
025368	08/03/2018	Good Impressions Printing Limited	15449	Envelopes	243.54	243.54	
025369	08/03/2018	George Amos Tree Care Inc.	546	Tree removal - Harvey slide	708.75	708.75	
025370	08/03/2018	Howe Sound Equipment Ltd	58290	Chainsaw repair	44.20	44.20	
025371	08/03/2018	The Integrity Group	180223	Respectful workplace training	3,675.00	3,675.00	
025372	08/03/2018	Jones, Karyn	180227	DD Return BP#14-13	3,000.00	3,000.00	
025373	08/03/2018	Kerr Wood Leidal	75114	SCADA data	63.00	63.00	
025374	08/03/2018	Ko, Jonathan & Elizabeth	180301	Reimburse - Garbage bin	35.83	35.83	
025375	08/03/2018	Lidstone & Company	17894	Legal - Purchase of 63 BB	38.63	38.63	
025376	08/03/2018	LAT DIV of Lafarge Canada Inc.	708391979 708398863 708409868 708425427	Sand/ roadbase Salt Salt Salt	973.63 2,025.76 1,894.84 2,133.73	7,027.96	
025377	08/03/2018	Medical Services Plan	2018Mar	MSP - March	562.50	562.50	
025378	08/03/2018	North Shore Pest Detective Ltd	89319 89529	Pest control - Klatt Pest control - Yard	89.25 99.75	189.00	
025379	08/03/2018	Nutech Facility Services Ltd.	4221	Janitorial service	950.97	950.97	
025380	08/03/2018	Payless Auto Towing Ltd	466784 466786 466785 466788 766787 466789 467892	Scrap car - Fire Scrap car - Fire Scrap car - Fire Scrap car - Fire Scrap car - Fire Scrap car - Fire PW vehicle tow	157.50 157.50 157.50 157.50 157.50 157.50 391.55	1,336.55	
025381	08/03/2018	Pitney Bowes	3200719406	Postage meter lease	115.81	115.81	
025382	08/03/2018	Pique News Magazine	PQDI00059404	Notice of intent - House concerts	109.20	109.20	
025383	08/03/2018	Rona - USE for all Rona invoices xcept	61450-11088821	Quilt hanger & stairs for trailer	839.20	839.20	
025384	08/03/2018	Revered Cinema Inc.	847	Drone - Harvey slide	315.00	315.00	
025385	08/03/2018	Sea to Sky Network Solutions	12802	IT Support	1,160.60	1,160.60	
025386	08/03/2018	Superior Propane	18855779 19003624	Propane Tank install & rent Propane - trailer	940.80 1,498.92	2,439.72	
025387	08/03/2018	Shred-it International ULC	8100380072	Shredding	205.08	205.08	
025388	08/03/2018	Sherine Industries Ltd	14101	Signs - bus stop	231.69	231.69	
025389	08/03/2018	Shaw Business	180209	Internet	145.49	145.49	
025390	08/03/2018	Steven Olmstead	LB-10	Planner - natural hazards	3,525.00	3,525.00	
025391	08/03/2018	Telus Services Inc	1850781	Dispatch internet	308.00	308.00	
025392	08/03/2018	Telus Mobility	180221	Cell phones	542.53	542.53	
025393	08/03/2018	Triton Automotive	801-445632 801-445486 801-445651 801-445971 801-4470383 801-446923	Water intake & shop supplies Parts - Landscaping and Trailer Intake parts Harvey Fill station parts Latch - Pit Safety chain repair	370.54 1,019.20 42.56 29.07 28.94 136.01	2,360.77	

Village of Lions Bay
AP Cheque Listing
2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
			801-447112	Safety chain parts	124.54		
			801-447086	Safety chain parts	19.02		
			801-448558	Battery charger	82.87		
			801-451422	Grease, batteries	391.69		
			801-451425	Salter repairs	42.83		
			801-452354	Demurrage	73.50		
025394	08/03/2018	Treasures Insurance & Risk Managemer	0114030	Liability insurance - LBFR	315.00	315.00	
025395	08/03/2018	Upanup Studios	2234	Website hosting	262.50	262.50	
025396	08/03/2018	Urban Systems Ltd.	155649	Asset Mgt grant app prep	1,995.00	1,995.00	
025397	08/03/2018	Voxter Communications Inc.	FB09162	Office lines	360.64	360.64	
025398	08/03/2018	Waste Control Services Inc.	327379	Solid Waste contract	15,584.46	14,933.46	
			327644	Credit - Solid Waste	- 651.00		
025399	08/03/2018	Zeemac Vehicle Lease Ltd	351201	Vehicle lease	1,492.96	3,540.32	
			351202	Vehicle lease	1,136.80		
			351203	Vehicle Lease	910.56		
025400	08/03/2018	Petty cash	171231	Cleaning products, binders	37.20	37.20	
025401	12/03/2018	Puzic, Jelena & Michael	180312	Damage deposit return Tree App # 82	500.00	500.00	
025402	12/03/2018	Steel Blue Productions	9402	Piano tuning	224.00	224.00	
FT490467	13/03/2018	Land Title and Survey Authority of BC	FT490467	Land Title costs	250.00	250.00	
115010155594	15/03/2018	BC Hydro	115010155594	Harvey WTP hydro	1,129.99	1,129.99	
2018PP4rev	15/03/2018	Revenue Canada	2018PP4	Payroll deductions PP4	11,059.29	11,059.29	
2018PP5rev	15/03/2018	Revenue Canada	2018 PP5	Payroll deductions PP5	13,518.18	13,518.18	
2018PP5mpp	16/03/2018	Municipal Pension Plan	2018PP5	Pension PP5	5,412.27	5,412.27	
103010355012	19/03/2018	BC Hydro	103010355012	LBBP Hydro	39.10	39.10	
103010355013	19/03/2018	BC Hydro	103010355013	Hall Hydro	431.12	431.12	
103010355014	19/03/2018	BC Hydro	103010355014	Office hydro	333.92	333.92	
115010155595	19/03/2018	BC Hydro	115010155595	Water pump hydro	106.96	106.96	
11501015596	19/03/2018	BC Hydro	11501015596	Klatt hydro	1,766.74	1,766.74	
025403	20/03/2018	Machon, Wesley	180307 Fire	Training Meals	108.06	108.06	
025404	20/03/2018	Wreglesworth, Jonathan	180314 Fire	Training Meals	90.60	90.60	
025405	27/03/2018	Acklands - Grainger Inc	9733775820	Vehicle Maint.	163.07	163.07	
025406	27/03/2018	ALS Canada Ltd	E1630671	Water testing	220.76	4,498.73	
			E1628957	Water testing	212.89		
			E1633522	Water testing - metals	4,065.08		
025407	27/03/2018	Associated Fire Safety Equipment	18851	Shirts	424.20	424.20	
025408	27/03/2018	ACI Enhancements	006	Fire training	1,666.65	1,666.65	
025409	27/03/2018	BC Hydro	105010318247	Street Lights	376.71	532.63	
			105010318248	Street lights	155.92		
025410	27/03/2018	Bell	180301	Satellite - Pit	114.25	114.25	
025411	27/03/2018	Bell Mobility Inc.	180313	Fire truck data	44.79	44.79	

Village of Lions Bay
AP Cheque Listing
2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
025412	27/03/2018	Bunbury & Associates	8242	Survey of LBBP and CN lot	3,864.00	3,864.00	
025413	27/03/2018	Broughton and Broughton Inc.	1293	Food, milk	220.41	220.41	
025414	27/03/2018	Cordilleran Geoscience	VoLB18003	Natural Hazard planning	405.56	405.56	
025415	27/03/2018	Custom Air Conditioning Ltd.	259909	Furnace Maint. Hall	270.90	270.90	
025416	27/03/2018	DeJong, Peter	180326	Reimburse - expenses for DPA meeting	174.30	174.30	
025417	27/03/2018	Dyna Engineering Ltd.	15350	Sign post bases, brackets	2,155.29	2,155.29	
025418	27/03/2018	AECOM Canada Ltd	38286577	Water Tank engineering	15,074.95	15,074.95	
025419	27/03/2018	E-COMM	18-0179	ECOMM radios	11,500.00	11,500.00	
025420	27/03/2018	Ericsson Manufacturing Ltd.	2675	Sign bases	733.60	733.60	
025421	27/03/2018	ePACT Network Ltd.	INV-0613	ePACT message services	1,344.00	1,344.00	
025422	27/03/2018	Justice Institute of BC	20051240	Fire training	1,543.50	1,543.50	
025423	27/03/2018	Kerr Wood Leidal	75293	SCADA support	63.00	63.00	
025424	27/03/2018	Lidstone & Company	18165	Legal Fees	4,340.00	4,340.00	
025425	27/03/2018	Metro Vancouver (GVRD)	180308	Loan repayments	14,606.54	14,606.54	
025426	27/03/2018	Mainroad Maintenance Products	AR13874	Salt	2,055.26	2,055.26	
025427	27/03/2018	McElhanney Consulting Services Ltd.	2611082597	LIDAR	2,800.00	2,800.00	
025428	27/03/2018	North Shore Pest Detective Ltd	90023 89896 90072	Pest control - hall Pest control - Office Pest control - Yard	210.00 89.25 99.75	399.00	
025429	27/03/2018	Rescue Associates	18-01	Auto-ex training	1,020.00	1,020.00	
025430	27/03/2018	Ramtech Environmental Products	2126-C742	UV reactor parts	1,144.38	1,144.38	
025431	27/03/2018	RICOH Canada Inc.	SCO918988866	Copies	1,054.05	1,054.05	
025432	27/03/2018	Rona - USE for all Rona invoices xcept	61450-11102691 61450-11105061	Quilt hanging materials LBBP stairs maint.	214.43 860.51	1,074.94	
025433	27/03/2018	Rooke, Pamela	180326	Reimburse - Dues, mileage, office supp.	1,111.13	1,111.13	
025434	27/03/2018	Staples - Desjardins Credit Card	180228	Paper, envelopes, calculator etc.	372.50	372.50	
025435	27/03/2018	Supersave Fuels	84162 84161	Diesel Gas - vehicles	3,231.20 1,885.59	5,116.79	
025436	27/03/2018	Steven Olmstead	LB-11	Planner	300.00	300.00	
025437	27/03/2018	Spearhead Plumbing and Heating	15709 15704	Furnace Install - pit trailer Gas line install - Fire trailer	880.26 5,718.90	6,599.16	
025438	27/03/2018	Telus Communications	180228 180301	Phones, internet, faxes Chlorinator alarm	846.66 78.40	925.06	
025439	27/03/2018	Triton Automotive	801-452921	Salter parts	44.52	44.52	
025440	27/03/2018	Union of BC Municipalities	D-4618	Annual Dues	963.23	963.23	
025441	27/03/2018	Upanup Studios	2269	Website hosting	262.50	262.50	
025442	27/03/2018	UBS Industries	01-A255745	Sign parts	4,508.50	4,508.50	

Village of Lions Bay
 AP Cheque Listing
 2018 1st Qtr

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount	Void
025443	27/03/2018	Waste Control Services Inc.	327373	Brush bin dump	1,546.38	1,546.38	
025444	27/03/2018	Linquist Real Estate Appraisals	180327	Deposit Land Appraisal - 35 KG Way	925.00	925.00	
025445	28/03/2018	Coastal Ford	144865	F550 repair (insurance claim)	10,631.66	10,631.66	
2018PP7mpp	28/03/2018	Municipal Pension Plan	2018PP7	Pension PP7	5,404.66	5,404.66	
2018PP6mpp	29/03/2018	Municipal Pension Plan	2018PP6	Pension PP6	5,446.62	5,446.62	
TOTAL					990,881.58	990,881.58	
<i>Does not include Payroll</i>							



Royal Canadian Mounted Police / Gendarmerie royale du Canada

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

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

2018-05-04

To Whom it May Concern,

Lions Bay Activity Report
Report period: March and April 2018

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 21
Impaired Driving Investigations x 1
Collision - Damage Over / Under \$1000 / Non-fatal x 4
Collision - Fatal x 0
Parking Violations x 0
Other: all remaining call types x 9

- Lions Bay Village:
Cause Disturbance/Breach of Peace x 2
911 - False/Abandoned x 2
False Alarms x 2
Suspicious Circumstances x 1
Theft of Vehicle / Theft from Motor Vehicle x 4
Theft under \$5000 x 4
Break and Enter Residence/Business x 1
Mischief x 2
Bylaw / Parking Violations x 0
Other x 14

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

Kind regards,

[Handwritten signature]

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

/hm

Security Classification/Designation
Classification/désignation sécuritaire

Unclassified

Your File / Votre référence

Our File / Notre référence

35 Calls for Service

32 Calls for Service Total = 67

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Fees Bylaw No. 497, 2016, Amendment Bylaw No. 547, 2018		
Author	Shawna Gilroy	Reviewed By:	Peter DeJong
Date	May 16, 2018	Version	1
Issued for	May 22, 2018 Regular Council Meeting		

Recommendation:

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 547, 2018 be introduced and read a first, second and third time.

Attachments:

- (1) Fees Bylaw No. 497, 2016, Amendment Bylaw No. 547, 2018
- (2) Fees Bylaw No. 497, 2016 (Consolidation)

Key Information:

The attached amendment bylaw includes a few changes to the text within Schedules 2 and 5 of Fees Bylaw No. 497, 2016.

Options:

- (1) Approve the recommendation above and give the bylaw three readings;
- (2) Amend the bylaw and then give it three readings;
- (3) Give the bylaw two readings, with or without amendments;
- (4) Refer the bylaw back to staff for revisions.

Preferred Option:

- (1) Approve the recommendation above and give the bylaw three readings.

Follow Up Action:

Assuming three readings are given, the bylaw will be brought back to the Regular Council Meeting on June 5, 2018 for consideration of adoption.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Fees Bylaw No. 497, 2016

Amendment Bylaw No. 547, 2018

Adopted: xxx

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

Phone: 604-921-9333 Fax: 604-921-6643

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Fees Bylaw No. 497, 2016 Amendment Bylaw No. 547, 2018

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 “Fees Bylaw No. 497, 2016, Amendment Bylaw No. 547, 2018”.
2. Fees Bylaw No. 497, 2016 is hereby amended as follows:
 - (a) Schedule 2, Development, Land and Building Services is amended by adding the word “Fire” in front of the words “Sprinkler Permit” and removing the word “Fee”.
 - (b) Schedule 5, Traffic and Parking Fees, is amended by substituting the following text in place of the existing text in the following sections of the table:

Extra annual parking permit – obtainable by a resident, allows parking in “permit parking” zones	\$40 per year (1 free permit for each Lions Bay Fire Rescue member, Lions Bay Search and Rescue member, and Village staff member, not otherwise receiving free permits 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 “permit parking” zones	\$40 for three months
Daily parking permit – obtainable by residents, allows parking for one day for guests	\$0 per vehicle

- (c) Schedule 5, Traffic and Parking Fees, is further amended by deleting the section of the table charging \$15 for a “Visitor parking day pass”.

READ A FIRST TIME	xx, 2018
READ A SECOND TIME	xx, 2018
READ A THIRD TIME	xx, 2018
 ADOPTED	 xx, 2018

Mayor

Corporate Officer

**Certified a true copy of Fees Bylaw No. 497, 2016,
Amendment Bylaw No. 547, 2018 as adopted.**

Corporate Officer



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	2.1	Replaces Schedules 1-10	December 19, 2017
544	2(a) 2(b)	Adds soil deposit and removal fees in schedule 2 Amends parking meter rates in schedule 5	May 11, 2018
<u>547</u>	<u>2(a)-(c)</u>	<u>Amends text in Schedules 2 and 5</u>	

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 or strata lot after first lot or strata lot created
Development Permit	\$1200
Development Variance Permit	\$750
Temporary User Permit Application Fee (non-refundable)	\$250
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>

<p>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></p>	75% of current 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 Permit fees: 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)</p>	\$250
<p>Reconsideration by Council</p>	\$750
<p>Change of Address</p>	\$500
<p>Blasting permit application fee</p>	\$250
<p>Secondary suite surcharge</p>	40% of Annual Utility Billing
<p>Secondary suite inspection fee</p>	Initial inspection plus one additional inspection free. Each additional inspection \$75/hour
<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>Fire Sprinkler Permit Fee: New construction</p>	\$125 plus \$2.50 per sprinkler head
<p>Renovations requiring sprinkling</p>	\$250 plus \$2.50 per sprinkler head
<p>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)</p>	<p>\$75 per hour (\$225 minimum) Actual cost plus 10%</p>
<p>Extra Inspections (after second inspection)</p>	\$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
An application for the soil deposit or removal of more than 27 cubic meters (m ³) and up to 45 m ³ of in any one year.	\$100 (non-refundable)
Any application for the soil deposit or removal of more than 45 m ³ and up to 90 m ³ in any one year.	\$200 (non-refundable)
Any application for the soil deposit or removal of more than 90 m ³ and up to 180 m ³ in any one year.	\$400 (non-refundable)
Any application for the soil deposit or removal of more than 180 m ³ in any one year.	\$600 (non-refundable)

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

[Amended by Bylaw No. 547]

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 permit parking” zones	\$40 per year (1 free permit for each volunteer firefighter Lions Bay Fire Rescue member, Search and Rescue member, and Village staff member, not otherwise receiving a free permits 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 permit 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 Daily parking permit – 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 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>	\$3/hour or portion thereof up to a maximum of \$24 within a calendar day
Kelvin Grove Beach Park Lot <i>*Permit holders exempt from fee.</i>	\$2/hour or portion thereof up to a maximum of \$16 within a calendar day
Sunset Trailhead Lot <i>*Permit holders exempt from fee.</i>	\$1.50/hour or portion thereof up to a maximum of \$12 within a calendar day

[Amended by Bylaw No. 530]
[Amended by Bylaw No. 544]
[Amended by Bylaw No. 547]

SCHEDULE 6 – COMMUNITY FACILITY RENTALS

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

Description	Fee*
<p>Hall Rental for private events: Examples of use: dances, weddings, ceremonies, etc.</p>	<p>\$220 if liquor being served \$110 if no liquor being served</p> <p><i>If event occurs over multiple days, the rate above applies per day</i></p>
<p>Hall Rental for children’s Birthday parties</p>	<p>\$60 per event (maximum 4 hours)</p>
<p>Hall Rental for program use: Examples of use: programs contracted through the Village.</p>	<p>20% of revenue per session, or minimum payment amount of \$40.00 per month, whichever is greater.</p>
<p>Hall Rental for non-profit groups: Community group activities, meeting a maximum of once per week to a maximum of 12 hours per month.</p> <p>Additional fee for events exceeding the maximum</p> <p>Non-profit community groups (single event)</p>	<p>\$40 per month</p> <p>\$25 per event</p> <p>\$25 per event</p> <p><i>This is the fee rate applicable to requests for fee waivers under the Municipal Grant program.</i></p>
<p>Hall Drop-In Rate: Examples of use: drop in for casual sports and fitness use (drop in rate does not apply for programs).</p>	<p>Youth: \$5 per person per hour Adult (18+): \$10 per person per hour</p> <p><i>Youth must be supervised by an adult while using Village facilities.</i></p>
<p>Meeting Room Rental (accommodates up to 10 persons): Meeting Room A (includes washroom) Meeting Room A and B</p>	<p>\$10 per hour (2 hour minimum) per room</p>
<p>Rental of Tennis Courts for Program Use (max 2 hours per day)</p>	<p>20% of revenue per session or minimum payment amount of \$40.00 per month, whichever is greater.</p>
<p>Insurance costs (if required)</p>	<p>Actual cost as determined by Village’s insurer</p>
<p>Cancellation Fee:</p>	<p>Refer to policy: POL-1408 Refunds & Cancellations</p>

<p>Staff Assistance (assemble/disassemble equipment on-site – excluding stage):</p> <p>Stage (assemble/disassemble):</p> <p>Sound System:</p> <p><i>No offsite rental for stage and sound equipment.</i></p>	<p>\$50 set up \$50 take down</p> <p>\$100</p> <p>\$50</p>
<p>Equipment Rental Rates (for off-site use):</p> <p>Table rental</p> <p>Chair rental (No outside use of chairs without explicit written authorization)</p> <p><i>Equipment not returned within 72 hours will result in forfeiture of deposit.</i></p>	<p>\$10 each</p> <p>\$1 each (\$10 minimum)</p>
<p>Projector and Laptop Rental:</p> <p><i>No offsite rental for projector and laptop.</i></p>	<p>\$25 per use</p>
<p>Deposit for facility / equipment rental:</p>	<p>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.</p>

**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.

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018		
Author	Shawna Gilroy	Reviewed By:	Pamela Rooke
Date	May 17, 2018	Version	1
Issued for	May 22, 2018 Regular Council Meeting		

Recommendation:

THAT Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018 be introduced and read a first, second and third time.

Attachments:

- (1) Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018
- (2) Traffic and Parking Bylaw No. 413, 2009 (Consolidation)

Key Information:

This bylaw was originally brought to the May 8, 2018 meeting; however it was tabled as an old schedule A was attached and staff were unsure whether it was to be attached. Schedule A has now been removed as it was previously repealed in the Traffic and Parking Amendment Bylaw No. 528.

This bylaw amends the definition of “Traffic Control Device” by including electronic online or digital device (referring to parking meters). It also adds a section to delegate the Village Manager the authority to designate permissible parking hours for metered parking at the three metered parking lots, and types of vehicles or trailers parked in those areas.

Options:

- (1) Approve the recommendation above and give the bylaw three readings;
- (2) Amend the bylaw and then give it three readings;
- (3) Refer the bylaw back to staff for revisions.

Preferred Option:

- (1) Approve the recommendation above.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Follow Up Action:

Assuming three readings are given, the bylaw will be brought back to the Regular Council Meeting on June 5, 2018 for adoption.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Traffic & Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018

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

Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018

A bylaw to regulate, control, or prohibit traffic and parking

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

Citation Part 1

- 1.1 This Bylaw may be cited as “Traffic and Parking Bylaw No. 413, 2009, Amendment Bylaw No. 546, 2018”
- 1.2 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.

Amendments Part 2

- 2.1 Traffic and Parking Bylaw No. 413, 2009 is amended by adding to the end of the definition of “Traffic Control Device”: “,which may include an electronic online or digital device;”
- 2.2 Traffic and Parking Bylaw No. 413, 2009 is further amended by adding section 9.1 under the heading called “Parking” which reads: “Council hereby delegates to the Village Manager the authority to designate permissible parking hours for metered parking at the Lions Bay Beach Park Parking Lot, the Kelvin Grove Beach Parking Lot, and the Sunset Trail Parking Lot, or such other parking areas as Council may direct that metered parking be implemented, as well as the types of vehicles or trailers which may use such parking areas.”

READ A FIRST TIME on _____, 2018

READ A SECOND TIME on _____, 2018

READ A THIRD TIME on _____, 2018

ADOPTED by the **Council** on _____, 2018

Mayor

Corporate Officer

Certified a true copy of Traffic and
Parking Bylaw No. 413, 2009,
Amendment Bylaw No. 546, 2018 as adopted

Corporate Officer



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Traffic and Parking Bylaw No. 413, 2009

Office Consolidation

This document is an office consolidation of Traffic and Parking Bylaw No. 413, 2009 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 Traffic and Parking Bylaw No. 413, 2009, 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
385	5.1	Amends penalties applicable under s.34	Sept. 19, 2006
465	3.1(10)	Deletes Schedule A & adds s.35 Fee BL Reference	Sept. 2, 2014
497	5.1.9	Updates Fee Bylaw Reference in s.35	January 1, 2017
528	2(a) 2(b) 2(c) 2(d)	Adds the year to the citation name Deletes the words "stand" and "standing" Deletes prohibition re. all tires on roadway Adds a 3 year limit for Council approvals of extraordinary vehicle or trailer permits under	July 4, 2017

	2(e) 2(f) 2(g)	section 11.3(i) Widens prohibition re. driving over fire hose Authorizes Council to allow for the sale or display of goods or services on a highway Deletes all references to Schedule A fees and substitutes reference to Fees Bylaw No. 497	
<u>546</u>	<u>2.1</u> <u>2.2</u>	<u>An addition to the definition of Traffic Control Device</u> <u>Adds a delegation authority to the Village Manager to adjust parking lot hours as required</u>	

Bylaw No. 413, 2009

TRAFFIC AND PARKING BYLAW

A bylaw to regulate, control, or prohibit traffic and parking

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

Citation

1. This Bylaw may be cited as "Traffic and **Parking** Bylaw No. 413, 2009".
2. 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.

Repeal

3. Bylaws Number 219, 297 and 335 are hereby repealed.

Definitions

4. In this Bylaw:
 - (a) the definitions contained within the Motor Vehicle Act R.S.B.C. c. 318, the Commercial Transport Act, R.S.B.C. 1998, c. 58, and the Community Charter, S.B.C. 2003, c.26 shall be applicable; and
 - (b) **"Boulevard"** means the area from the travelled portion of the **highway** to the adjacent property line;
"Building-site workers" means professionals, contractors and labourers working on sites adjacent to a **highway**, where demolition or building is occurring;
"Chattel" means any article of tangible property other than land, buildings, and other things annexed to land;
"Commercial vehicle" means a vehicle licensed as a **commercial vehicle** under the Commercial Transport Act;
"Corporate Secretary" means the person appointed to such position from time to time or other persons authorized to carry out the duties ascribed to the said **Corporate Secretary**;
"Council" means the **Council** of the **Village** of Lions Bay;
"Dumpster" means a container designed to receive, transport away and dump waste, as distinguished from a household garbage can which holds waste until it is collected;

“Enforcement officer” means:

1. every person designated by **Council** by name of office or otherwise as an **enforcement officer** for the purposes of administering and enforcing this Bylaw; and
2. a peace officer, including every officer of the Royal Canadian Mounted Police;

“Extraordinary vehicle” means any vehicle having a licensed gross vehicle weight rating of 5,000 kg or more, or a vehicle having an overall length including any attached trailer exceeding 6.1 metres, except for vehicles owned or leased by the **Village** or its agents;

“Highway” means a street, road, lane, bridge, viaduct and any other way open to public use, whether owned or leased by the **Village**, other than a private right of way on private property, including without limiting the generality of the word, the **roadway** and the **boulevard**;

“Lane” means a **highway** which affords a secondary means of access to abutting sites;

“Manager Public Works” means the person appointed by **Council** to such position from time to time or other persons authorized to carry out the duties ascribed to the said **Manager Public Works**;

“Mayor” means the **Mayor** of the **Village** of Lions Bay, or his/her designate;

"Park" means the **stopping** of a vehicle, whether occupied or not, except when **stopping** temporarily for the purpose of and while actively and visibly engaged in loading or unloading for no longer than fifteen (15) minutes;

“Person with a disability” means a person with a disability whose vehicle displays a **parking permit** obtained under the **Parking Permit Program for People with Disabilities**, operated by the Social Planning and Research **Council** (SPARC);

“Police force” shall mean the Royal Canadian Mounted Police;

“Private road” or **“Driveway”** shall mean a **highway** or **driveway**, or that portion thereof, which is on land that is not owned or leased by the **Village** or the province;

“Public Works” means the Public Works department of the **Village** of Lions Bay.

“Roadway” means that portion of a **highway** that is improved and ordinarily used for the passage of vehicular traffic;

“Sidewalk” means that portion of a **highway** that is improved and marked for or ordinarily used for passage by pedestrians.

"Stop" means,

- (a) a complete cessation from movement, or
- (b) the **stopping** of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic or to comply with the directions of a peace officer or **traffic control device**;

“Traffic control device” means a sign, signal, line, meter, marking, space, barrier or device which is consistent with the Motor Vehicle Act and placed or erected by or under the authority of the **Village**, [which may include an online or digital device](#);

[Amended by Bylaw No. 546]

“Village” means the **Village** of Lions Bay; and

“**Village Manager**” means the **Village Manager** or Administrator of the **Village** of Lions Bay, and also means the person appointed by **Council** to the **Village Manager** or Administrator position from time to time, or other persons authorized to carry out the duties ascribed to the said **Village Manager** or Administrator.

“**Workers on film projects**” means employees of film companies who are carrying out filming-related work in the Village of Lions Bay.

Traffic Control Devices

5. **Manager Public Works** is hereby authorized to make orders in respect of placing, or causing to be placed, **traffic control devices** on or above the surface of a **highway**, in order to enforce the provisions of this Bylaw.
6. The **Mayor**, the **Village Manager**, **enforcement officers**, employees of **Public Works** or **Lions Bay Fire Rescue**, or any other persons specifically authorized by **Manager Public Works**, may erect or place a **traffic control device** within the **Village** for a period not exceeding 48 hours at one time, in the interests of public safety or controlling **parking** during events.
7. **Manager Public Works** may erect or place or may require or permit to be erected or placed **traffic control devices** on any **highway** where construction, reconstruction, widening, repair, marking, or any other work is being carried out on the **highway** or on a parcel adjacent to it, during the period of the work, to:
 - a) indicate that persons or equipment are working upon the **highway** or on a parcel adjacent to it; and
 - b) to regulate or prohibit traffic in the vicinity of such work.
8.
 - (1) Every person must obey the directions, instructions or prohibitions on or indicated by any **traffic control device** placed or erected in accordance with this Bylaw or the Motor Vehicle Act.
 - (2) No person shall deface, damage, injure, move, remove, obstruct, or otherwise interfere with, intentionally or otherwise, any **traffic control device** placed or erected upon any **highway**.
 - (3) No person shall allow plant growth on the **boulevard** adjacent to the property where they reside to obstruct sightlines to a **traffic control device**.
 - (4) No person shall establish, place, erect or maintain, or display in, or upon, or in view of any **highway**, any sign, signal or other device which purports to be, or is in imitation of, or resembles any **traffic control device**, or which attempts to direct the movement of traffic or the **parking** of vehicles.

Parking

9. The **Council** may direct **Manager Public Works** to designate, by the erection of a **traffic control device**, “no **parking**” zones in which **parking** or **stopping** a vehicle is prohibited by this Bylaw. The prohibition shall be in effect at all times unless **Council**, by Bylaw, limits the hours or days when the prohibition is in effect. The **Council** may specify that certain zones or stalls are reserved, either permanently or temporarily, for vehicles owned or operated by classes of

persons as **Council** may require, such as residents of the **Village**, visitors to the **Village**, **persons with disabilities**, **building-site workers**, or **workers on film projects**.

9.1 [Council hereby delegates to the Village Manager the authority to designate permissible parking hours for metered parking at the Lions Bay Beach Park Parking Lot, the Kelvin Grove Beach Parking Lot, and the Sunset Trail Parking Lot, or such other parking areas as Council may direct that metered parking be implemented, as well as the types of vehicles or trailers which may use such parking areas.](#)

[Amended by Bylaw No. 546]

9.10. No person may **stop** or **park** a vehicle:

- a) in contravention of a **traffic control device** which gives notice that **stopping** or **parking** is restricted or prohibited there, except when actively and visibly engaged in loading or unloading;
- b) on a **highway** when not displaying a valid, current insurance decal, if such decal is required for the vehicle to be lawfully driven;
- c) on a crosswalk or within 5 metres of the edge of the marked crosswalk;
- d) on that side of a **highway** within 6 metres of a **stop** sign;
- e) on a bridge;
- f) within 5 metres of any fire hydrant or standpipe, or in a position that causes it to interfere with fire-fighting;
- g) on any portion of a **highway** or public place in such a way as to interfere with or obstruct the normal flow of traffic on the **highway** or public place or in such a way as to interfere with the maintenance of such **highway** or public place by men/women and equipment provided for that purpose;
- h) in an area signed for **parking** only by residents, **Building-site workers** or persons with disabilities, except if the appropriate permit for the **parking** is prominently displayed in a vehicle's window. Homeowners receive two free resident **parking** permits, issued annually with municipal tax notices. Extra annual **parking** permits for residents, as well as **parking** permits for **building-site workers**, and for vehicles used by film companies and their employees, are to be obtained from the **Village** office upon payment of a fee in accordance with Fees Bylaw No. 497, 2016, as amended.
- i) on any portion of a **highway** or public place within 2 meters of the access to or egress from a private **driveway** or **Village** right of way;
- j) on any **highway** for a period longer than 72 consecutive hours;
- k) on any **highway** for a period longer than 24 hours after the commencement of a fall of snow; or
- l) within an intersection or within 6 metres of any intersection.

10.11. (1) No person shall **park** any **extraordinary vehicle** between 6:00 pm of any day and 6:00 am of the day immediately following on any **highway** in a residential district except when actively engaged in loading or unloading.

(2) No person shall **park** any trailer on a **highway** unless it is attached to a vehicle.

- (3) Despite 11-(1) and 11-(2), if **Council** deems that it is dangerous or impractical to **park** an **extraordinary vehicle** or trailer by an owner on real property occupied by the owner, by reason of the topography of that real property, the **Manager Public Works** may designate and specify a **parking** space on the **highway** for the vehicle or trailer, under the following circumstances:
- i. if **Council** approves a written application to **Council** by the owner of the vehicle or trailer, such approval shall be valid for no longer than 3 years, after which time the owner of the vehicle must remove it or reapply;
 - ii. upon payment to the **Village** of an annual fee in accordance with Fees Bylaw No. 497, 2016, as amended.

~~11.12.~~ The driver of a vehicle shall not **stop** or **park** a vehicle on that side and portion of any **highway** which abuts upon any property occupied by a school or used as a school playground on any school day between the hours of 8 o'clock in the forenoon and 5 o'clock in the afternoon, from Monday to Friday, from the beginning of September through to the end of June.

~~12.13.~~ The provisions of this Bylaw prohibiting **stopping** or **parking** shall not apply to:

- a) any emergency vehicle while attending at any emergency call, but this exemption shall not excuse the driver of any such vehicle from exercising due and proper care for the safety of other traffic;
- b) Municipal or Provincial utility vehicles or the vehicles of their agents;
- c) vehicles of a public utility or public transit corporation; and
- d) tow trucks, while such vehicles are actually engaged in works of necessity requiring them to be **stopped** or to **park**, in contravention of such provision.

GENERAL REGULATIONS

Enforcement Officers

~~13.14.~~ Every **enforcement officer** is authorized to enforce this Bylaw.

~~14.15.~~ Every **enforcement officer** is authorized to direct traffic as the **enforcement officer** considers necessary to:

- a) ensure the orderly movement of traffic;
- b) prevent injury or damage to persons or property; and
- c) permit proper action in any emergency.

~~15.16.~~ No person may refuse to comply with the direction of any **enforcement officer**.

~~16.17.~~ No person may hinder, delay or obstruct in any manner, directly or indirectly, an **enforcement officer** carrying out duties in accordance with this Bylaw.

Speed Limits in the Village

~~17-18.~~ The speed limit on all **highways** throughout the **Village** shall be not more than forty kilometres per hour for all traffic, unless otherwise posted. The speed limit in all **lanes** throughout the **Village** shall be no more than ten kilometres per hour, for all traffic.

Noise Making Devices

~~18-19.~~ No person shall operate a motor vehicle on a **highway** while the motor vehicle is using any loudspeaker or noise-making device for advertising or other commercial purposes, unless the person is acting in support of community events or of public safety.

Driving Over Fire-Hose Prohibited

~~19-20.~~ No person shall drive a vehicle over an unprotected hose of Lions Bay Fire Rescue.

Protection of Highways

~~20-21.~~ No person shall:

- a) spill, throw, drop, deposit, leave behind, or let fall debris from or out of any vehicle, including any bottle, glass, paper, crockery, nails, tacks, wood, dirt, gravel, manure, sawdust, or refuse or any object, substance or materials whatever;
- b) allow the flow of any noxious, offensive, or filthy water or substance on or upon any **highway**;
- c) damage landscaping, grass, shrubs, trees, flowers or plantings upon a **highway**;
- d) damage or deface any **highway** by piling materials or articles upon it, carrying out any kind of job upon it, dragging or hauling heavy materials or articles on or over it, digging into it, constructing a ditch, the water from which causes damage to it, removing any paving materials, turf, plants, earth, gravel or rocks from it, or by any other activity or means which may affect the **highway**;
- e) leave any dead animal on any **highway**;
- f) camp, either by day or night, on any **highway**;
- g) make any fire on any **highway**, or make a fire at any place so as to endanger any installation on any **highway**;
- h) haul or convey any load on any vehicle, or on or through any **highway**, unless the load and any covering thereon is secured:
 - a. from becoming loose, detached or in any manner a hazard to other vehicles or users of the **highway**;

- b. from overhanging the rear or side of the vehicle in such a manner as to cause the load to drag upon the surface of the **highway**;
- i) urinate or defecate upon any **highway**;
- j) drive a vehicle or combination of vehicles with a licensed gross vehicle weight in excess of 63,500 kgs on a **highway**, without notifying the **Manager Public Works** and paying the applicable fee in accordance with Fees Bylaw No. 497, 2016, as amended; or
- k) operate or use any vehicle having wheel, tires or treads constructed or equipped with projecting lugs, spikes, clouts, ribs, clamps, flanges or other attachments or projections which extend beyond the tread or traction surface of the wheel, tire or track, upon any **highway** except as permitted by the Motor Vehicle Act.

21-22. In the event that any person shall contravene this bylaw by causing or allowing spillage, deposit or damage as outlined in Section 21-(a), 21-(b), 21-(c), or 21-(d) above, the spillage must be cleaned up within twenty-four (24) hours of any spill and any damage to the **highway** repaired or remediated within fourteen (14) days of the occurrence of the damage. This work must be carried out:

- a) under the supervision of **Manager, Public Works** or according to the directions laid down by **Manager Public Works**, and
- b) at the expense of the owner and other persons responsible, jointly and severally, for the presence of the material or substance spilled or the damage created.

22-23. In the event that the terms of clean-up or remedial work required in Section 21 are not complied with, in accordance with Section 17-(1) and 17-(2) of the Community Charter, the following procedure shall apply. **Manager Public Works** may arrange clean-up of the spill or remediation of the damage at the expense of the owner and other persons responsible, jointly and severally for the presence of the material or substance spilled or the damage created. Fees will be charged in accordance with Fees Bylaw No. 497, 2016, as amended. The **Village** of Lions Bay may recover both these fees and the costs of the clean-up or remediation as a debt from the owner and other persons responsible, jointly and severally, for the presence of the material or substance spilled or the damage created.

23-24. With the exception of young children operating a lemonade or similar stand, no person may use or occupy any **highway** for the purpose of selling or displaying any goods or services, including without limitation, flowers, fruit, vegetables, seafood, commodity, article, car cleaning or other thing, except in the case of a community event or as specifically authorized by Council.

Amended by Bylaw No. 528

24-25. No person may place or store any **chattel**, object, material, container or structure on any **highway**, except as permitted by bylaw.

25-26. No person may place a **dumpster** upon a **highway**, except with notification to the **Village** office and payment to the **Village** of a fee in accordance with Fees Bylaw No. 497, 2016, as amended.

26-27. No person may place, allow or permit any earth, rock, stone, tree, log, stump, branches or other material to accumulate, cave, fall, crumble, slide or to be otherwise deposited on any **highway**, except as permitted by bylaw.

- ~~27-28.~~ No person shall make any excavation for any purpose adjoining, or adjacent to, any **highway** without building and maintaining a good and sufficient fence or other barrier along the line of such **highway**, so as to effectively guard such excavation, and to protect and guard persons and vehicles travelling along such **highway** against danger, risk, or accident by reason of such excavation.
- ~~28-29.~~ No person shall construct or maintain any doorstep, porch, railing or other projection or obstruction into or on any **highway**.
- ~~29-30.~~ Employees of the **Village** may remove any vehicle, chattel, construction, thing or growth which is an obstruction to the free or safe use of any **highway**, or which may interfere with the free use thereof, or which may encroach thereon.
- ~~30-31.~~ The **Mayor** or **Village Manager** may direct a group congregated on any **highway** to disperse, if such dispersal is necessary to prevent or assist the prevention of a breach of the peace or threat thereto, or other violation of the criminal law, or to protect members of the public from injury or damage when works of maintenance or repair are being carried on by Municipal employees, or in the event of a natural disaster or possibility thereof. No person, being directed to so disperse, shall fail to do so.
- ~~31-32.~~ No person shall skateboard, rollerblade or operate a push scooter upon any **highway** unless wearing a helmet.

Violation Provisions

- ~~32-33.~~ (1) Any vehicle, **chattel**, obstruction or thing occupying any portion of a **highway**, where such vehicle, **chattel**, obstruction or thing interferes with the normal flow of traffic on the **highway**, or interferes with the maintenance of the **highway** by persons or equipment provided for that purpose, or is on the **highway** in contravention of the provisions of the Motor Vehicle Act or this Bylaw, is deemed to be unlawfully occupying a portion of the said **highway**.
- (2) Any **enforcement officer** may remove or cause to be removed any vehicle unlawfully occupying any portion of a **highway** and shall cause the said vehicle be towed to a place of storage and the **enforcement officer** shall immediately report the matter to the RCMP, giving a complete description of the vehicle and the location of the place of storage. Any vehicle removed by the **Village's** towing contractor may be recovered by paying the fees levied by the towing contractor, during the towing contractor's hours of operation. Any vehicle directly removed to another location within the **Village**, by **Village** staff, may be recovered by contacting the **Village** during its hours of operation and paying the fees specified in Fees Bylaw No. 497, 2016, as amended. The **Village**, a member of the **Council**, a person in lawful custody of the vehicle, or an officer, employee or agent of the municipality, is not liable, in damages or otherwise, for or in respect of any claim that may arise in respect of the vehicle after its removal in accordance with this section.
- (3) If a motor vehicle is removed, detained or impounded and not claimed by its owner within 48 hours, the **Village** will give written notice by registered mail to the registered owner at his or her address as shown on the records of the Registrar of Motor Vehicles,

advising the owner of the seizure and impoundment, the sum payable to release the motor vehicle and the date of advertising for sale by public auction if the vehicle is unclaimed.

- (4) Except for vehicles as described in 33-(2) and 33-(3) above, any **enforcement officer** may seize any **chattel**, obstruction or thing unlawfully occupying any portion of a **highway** and cause the item to be taken to a place of storage and the **enforcement officer** shall immediately report the matter to the RCMP giving a complete description of the item and the location of the place of storage. The item may be recovered by attending the **Village** office and paying the fees outlined in Fees Bylaw No. 497, 2016, as amended.
- (5) All property removed, detained or impounded under all the provisions above of this section shall be deemed to have come into the custody and possession of the **Police force** on behalf of the **Village**. Where the owner of the property has not been ascertained, and no order of a competent court has been made with respect thereto, the property shall be disposed of or sold by the **Village Manager** in accordance with section 67 of the Community Charter. A fee in accordance with Fees Bylaw No. 497, 2016, as amended shall be charged by the **Village** against the proceeds, and the balance shall be held for the owner. If the balance remains unclaimed after one year from the sale date, the balance shall be paid into the general revenue of the **Village**. The **Village**, a member of the **Council**, a person in lawful custody of a vehicle, **chattel**, obstruction or thing, or an officer, employee or agent of the municipality, is not liable, in damages or otherwise, for or in respect of any claim that may arise in respect of the item after its disposal in accordance with this section.
- (6) Despite any other provision of this Bylaw, if a **chattel**, obstruction or vehicle removed, detained, or impounded is a perishable article, has an apparent market value of less than \$2,000.00 or if its custody involves unreasonable expense or inconvenience, the **Village Manager** may decide not to proceed to public auction, and may dispose of the **chattel**, obstruction or vehicle in any manner in which he or she deems expedient.

Penalties

~~33.34.~~ Any person contravening or committing any breach of or committing any offence against any of the provisions of this Bylaw, or of the regulations or orders issued under this Bylaw, or refusing, omitting, or neglecting to fulfill, observe, carry out or perform any duty or obligations imposed by this Bylaw, or by the regulations or orders created hereunder, prescribed or imposed, is liable on summary conviction, to a fine of \$10,000, and is guilty of a separate offence each day that a violation continues to exist.

[Amended by Bylaw 385]

~~34.35.~~ 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.

[Amended by Bylaw 465]

[s. 35 Amended by Fees Bylaw No. 497, 2016]

READ A FIRST TIME on	July 6, 2009
READ A SECOND TIME on	July 6, 2009
READ A THIRD TIME on	July 20, 2009
ADOPTED by the Council on	July 21, 2009

Mayor

Village Manager

Certified a true copy of
Bylaw 413, 2009 as adopted

Village Manager

Intentionally Blank

VILLAGE OF LIONS BAY

Incoming Correspondence - May 22, 2018

General Correspondence:

G-1: Asset Management Planning Program (Page 1)

G-2: E-Comm Board of Directors Appointment (Page 6)

G-3: Upcoming FCM Agenda (Page 7)

G-4: Boarder Implications of Bill C-45 - Letter from Honourable Jaffer, Senator for BC (Page 32)

Resident Correspondence:

R-1: Robert Dickinson (Page 41)

Local Government Program Services

...programs to address provincial-local government shared priorities



Administration provided
by UBCM

Funding provided by
Province of B.C.



**For program
information, visit the
Funding Programs
section at:**

www.ubcm.ca

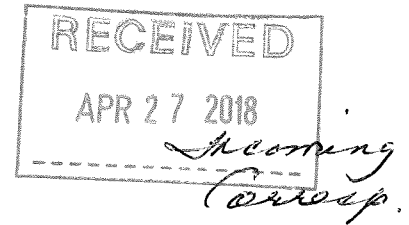
LGPS Secretariat

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947

April 24, 2018

Mayor Buhr and Council
Village of Lions Bay
Box 141
Lions Bay, BC, V0N 2E0



Re: 2018 Asset Management Planning Program - Grant Approval and Terms & Conditions

Dear Mayor Buhr and Council,

Thank you for submitting an application for the 2018 Asset Management Planning grant program.

I am pleased to inform you that the Evaluation Committee has approved funding for your project, *Asset Management Investment Plan*, in the amount of \$15,000.00.

As outlined in the Program & Application Guide, grant payments will be issued when the approved project is complete and UBCM has received and approved the required final report and financial summary.

The Ministry of Municipal Affairs & Housing has provided funding for this program and the general Terms & Conditions are attached. In addition, in order to satisfy the terms of the contribution agreement, we have the following requirements:

- (1) The funding is to be used solely for the purpose of the above named project and for the expenses itemized in the budget that was approved as part of your application;
- (2) The grant funding must be matched in cash or in-kind;
- (3) All expenditures must meet eligibility requirements as defined in the Program & Application Guide;
- (4) All project activities must be completed within 12 months and no later than April 30, 2019;
- (5) The Final Report Form is required to be submitted to UBCM within 30 days of project end date and no later than May 31, 2019;
- (6) Any unused funds must be returned to UBCM within 30 days following the project end date.

On behalf of the Evaluation Committee, I would like to congratulate you for responding to this opportunity to advance asset management in your local government.

If you have any questions, please contact Local Government Program Services at (250) 356-5193 or by email at lgps@ubcm.ca.

Sincerely,



Danyta Welch
Manager, Local Government Program Services

cc: *Pamela Rooke, CFO, Village of Lions Bay*

Enclosure



Local Government Program Services

General Funding Terms & Conditions

The purpose of the Terms & Conditions is to provide basic information on grants administered by the Union of BC Municipalities through Local Government Program Services (LGPS). For specific information regarding the terms and conditions of each funding program, please refer to the relevant Program & Application Guide.

1. Definitions

- **Approved Applicant** - In general, LGPS grants are awarded to local governments (regional districts and municipalities). However, under some programs, First Nations can be the approved applicant. The approved applicant is the primary contact for UBCM and is responsible for overall grant management.
- **Approved Partner(s)** - Are organizations that contribute directly to the approved project, are identified in the application and are approved by UBCM. Possible partners include, but are not limited to, boards of education, health authorities, First Nations or aboriginal organizations, non-profit organizations and local governments (other than the applicant).
- **Approved Project** - Is the activity or activities described in the application and approved by UBCM.
- **Cash Expenditures** - Are direct costs properly and reasonably incurred and paid for with money by the approved applicant or approved project partner for the development or implementation of the approved project. For example, catering and consultant fees can be cash expenditures.
- **In-Kind Expenditures** - Are the use of resources of the approved applicant or approved project partner for the development or implementation of the approved project. For example, the use of meeting rooms owned by the applicant or approved partner can be an in-kind expenditure.

2. Eligible & Ineligible Costs

Eligible costs, including cash and in-kind expenditures, are direct costs properly and reasonably incurred by the approved applicant or approved partner as part of the approved project. To be eligible, these costs must be outlined in the detailed budget submitted by the approved applicant as part of the application process and be approved by UBCM. Requests to change the budget must be made to UBCM, in writing, by the approved applicant (see below). Please see the relevant Program & Application Guide for specific notes regarding eligible and ineligible costs.

3. Post-Approval Terms

Notice of Approval

UBCM will inform all applicants of the status of their application by letter. Approved applicants will be informed of specific conditions of the grant approval and if a specified percentage of the approved grant amount will be forwarded to the approved applicant upon approval. The balance of the grant will be paid on satisfactory completion of the project and receipt and approval of all final reporting requirements.

Applicant Responsibilities

LGPS grants are awarded to approved applicants. When collaborative projects are undertaken, the approved applicant remains the primary organization responsible for the grant. Due to this, the approved applicant is the primary contact for UBCM and is responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application and within the required timeline
- Providing proper fiscal management of the grant and approved project (see below)
- Submitting final reports, using UBCM forms where available, as required by the Program & Application Guide (see below).

Accounting Records

Acceptable accounting records must be kept that clearly disclose the nature and amounts of eligible expenditures (cash and in-kind) incurred as part of the approved project. Financial summaries are required to be submitted as part of the final report and must be signed by a representative of the approved applicant (or as required in the Program & Application Guide).

In all cases, the final project expenditure must be net of any rebates (such as GST/PST) that the approved applicant or approved partner is eligible to receive.

Changes to or Cancellation of Approved Project

Approved applicants need to apply to UBCM, in writing, for any significant variation from the approved project as described in the approved application, including any major changes to:

- Start or end dates
- Cash and in-kind expenditures or matching funds (when required)
- Project purpose, goals, outcomes or milestones
- Project partners

UBCM's approval is required in advance for such changes. If an approved project is cancelled, the approved applicant is responsible for ensuring any grant monies that have been advanced are returned to UBCM within 30 days, or as outlined in the Program & Application Guide.

4. Reporting Requirements

Submission of Reports

Approved applicants are required to submit final reports as outlined in the Program & Application Guide. When UBCM forms or templates are available, they are required to be used. Please note the following when submitting a report:

- When completing a UBCM report form please ensure that each question is answered and that all attachments are complete. Follow any sample templates that UBCM provides.
- Submit all documents as Word or PDF files. Note: files over 20mb cannot be accepted.
- Submit all digital photos or images as JPEG files. Note: files over 20mb cannot be accepted.
- If a hardcopy of the report is required, do not bind reports or submit in binders or folders.
- When you are ready to submit your report, please e-mail it directly to lgps@ubcm.ca or mail it to Local Government House: 525 Government Street, Victoria, BC, V8V 0A8.

Extensions and Outstanding Reports

In order for an approved project to continue past the approved end date – or for a final report to be submitted after the established deadline – approved applicants must contact UBCM to request and be granted permission for an extension.

Approved applicants that do not request extensions and have outstanding reports may forfeit the final payment of their grant and may not be eligible to apply to future LGPS programs until reports are received.

5. Recognition of Funding and Funders

Approved applicants should contact UBCM for more information on recognizing funding and for information on the appropriate use of logos. Please contact LGPS at (250) 356-2947.

Applications are being accepted for the 2018 Community Excellence Awards.

The awards have been revised to recognize and celebrate UBCM members that have implemented projects and programs that demonstrate excellence in meeting the purposes of local government in BC.

The categories are:

Excellence in Governance

Excellence in Service Delivery

Excellence in Asset Management

Excellence in Sustainability

For more information visit www.ubcm.ca/excellence or contact 250 356-5193 or awards@ubcm.ca

The application deadline is May 25, 2018

355 West Queens Road
North Vancouver BC
V7N 4N5

www.dnv.org



James A. Gordon CMC
Municipal Clerk
Phone: 604 990 2207
Fax: 604 984 9637
gordonj@dnv.org

May 9, 2018
File: 14.7150.20/000.000

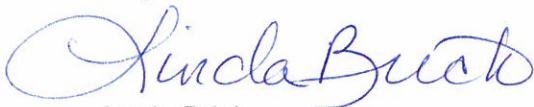
Ms. Jody Robertson
Corporate Secretary
E-Comm 911
3301 East Pender Street
Vancouver, BC
V5K 5J3

Dear Ms. Robertson:

Re: E-Comm Board of Directors Designate - 2018-2019 Term

I wish to advise that, after consultation with the City of North Vancouver, the District of West Vancouver and the Village of Lions Bay, the District of North Vancouver hereby nominates Mayor Richard Walton to the E-Comm Board of Directors for the 2018-2019 term.

Regards,



Linda Brick
Deputy Municipal Clerk

Cc: Mayor Mussatto and Council, City of North Vancouver
Mayor Smith and Council, District of West Vancouver
Mayor Buhr and Council, Village of Lions Bay

From: [Lions Bay Reception](#)
To: [Karl Buhr: Council @ Lions Bay](#)
Cc: [Agenda](#)
Subject: FW: Upcoming FCM Agenda
Date: Thursday, May 10, 2018 1:58:07 PM
Attachments: [Letter to municipalities_Oct_2017.pdf](#)
[Response to Ministry of Citizens Services_Resolution B100.docx](#)

From: s.ridout@shaw.ca [mailto:s.ridout@shaw.ca]

Sent: Thursday, May 10, 2018 11:46 AM

To: clee@district.kent.bc.ca; town@keremeos.ca; info@kimberley.ca; districtofkitimat@kitimat.ca; info@rdks.bc.ca; admin@rdkb.com; info@ladysmith.ca; admin@lakecountry.bc.ca; general@lakecowichan.ca; admin@cityoflangford.ca; info@langleycity.ca; district@lantzville.ca; cityhall@lillooetbc.ca; Lions Bay Reception <reception@lionsbay.ca>; districtofloganlake@loganlake.ca

Subject: Upcoming FCM Agenda

Dear Mayors and Councillors,

Last fall Citizens for Safe Technology (CST) sent the attached letter (PDF above) regarding Resolution B100 that called for land use authorities and the public to be consulted when **microcells** are placed within 100 metres of schools, hospitals, and residences. In March 2018 we were informed that this resolution did not make it on to the upcoming FCM Agenda. The FCM Board categorized it as Category E – *Resolutions that have been considered by FCM in the previous three years and that are not in accordance with existing FCM policy*. Those involved with CST are deeply disappointed with the FCM's board decision and are confounded to say the least being as their website states they are committed to being an advocate for local governments on issues that fall under federal jurisdiction, safeguarding municipal interests with respect to Rights of-Way, and making the antenna siting process responsive to community needs.

We think they made this decision because they mistakenly think the resolution's mandate has been dealt with by the creation of the revised Antenna Siting Procedure with CWTA in April 2014. That procedural change doesn't address **microcells** which remain exempt from consultation and are different than the large cell towers the 2014 revision was addressing. Microcells expose citizens, at close proximity, to unsafe levels of radiofrequency radiation. These microcells will allow for broadcasting the untested 5G millimeter waves with phased array antennas. These antennas increase power and distance emitting waves that penetrate skin, eyes and more. (Ref. #1 below) In the last few months two long term studies have been published indicating conclusively that wireless is a carcinogen causing cancer. (Ref. #2 & #3) And just recently

the **International Society of Doctors for Environment [ISDE]** published and appeal for a moratorium on 5G Networks. (Ref. #4) To learn more about this new technology please see the attached point by point analysis, by one of our members, to the provincial government's response to Resolution B100. (Word Doc. above)

The telecommunication industry's strides forward have outpaced the government's ability to keep up with appropriate safety regulations and hence the need for the discussions that Resolution B100 would have brought to the table regarding safer installation practices for electromagnetic radiation emitting devices. In April we sent a letter to the mayor and council of Grand Forks to thank them for their visionary leadership role in drafting the resolution and in getting it passed at both the AKBLG and the UBCM.

We must find safer ways to provide the convenience consumers desire without compromising public health. Safer technology is possible. Fiber optics connected directly to the premises, with no wireless transmitters involved in the network, offer the safest, fastest connectivity available - faster even than 5G. We could emulate a pilot project done in France which installed low power small cells for cellular communication in non-residential zones only.

It is clear that there is a need to create a more responsive, current, and comprehensive telecommunications policy in Canada so that in 10-15 years time we don't have a public health epidemic caused by the inappropriate siting of microcells. Think how cigarettes were marketed. Big tobacco did its job for its shareholders and the telecoms are doing theirs now. We appreciate the number of issues you deal with on a daily basis and realize it is impossible to keep up with them all. Perhaps you could assign someone on staff or a volunteer from a health and safety committee to research this issue. We hope you will do whatever you can at the municipal level to work toward a safer environment for all! Thank you for the time and energy you spend on improving the lives of your constituents across the province.

Sherry Ridout
Victoria, B.C.

On Behalf Of: **Citizens for Safe Technology**
cst.citizensforsafetechnology@gmail.com

References:

1. **Cellular Phone Task Force** - <http://www.cellphonetaskforce.org/5g-from-blankets-to-bullets/>

2. **National Toxicology Program (NTP) April 2018** - a 10-year study costing the US 25 million dollars, had eleven experts review the reports from the NTP's cell phone radiation studies. They concluded that exposure to cell phone radiation caused a rare cancer, malignant schwannoma in the heart, and incidences of glioma, a rare, aggressive and highly malignant brain cancer.. - [National Toxicology Program: Peer & public review of cell phone radiation study reports](#)
3. **Ramazzini Institute** also completed the world's largest animal study on cell tower radiation and confirmed the findings of the National Toxicology Program link to Cancer. This information accompanied with the over 26,000 peer reviewed studies by scientists and medical experts. <http://www.sbwire.com/press-releases/worlds-largest-animal-study-on-cell-tower-radiationconfirms-cancer-link-953696.htm>
4. **International Society of Doctors for the Environment (ISD) April 2018** - http://www.isde.org/5G_appeal.pdf
5. **Scientists warn of potential serious health effects of 5G - September 13, 2017 (180 scientists and doctors from 35 countries)** [<https://ehtrust.org/wp-content/uploads/Scientist-5G-appeal-2017.pdf>]
6. **Physicians for Safe Technology - Wireless Technology and Public Health** [<https://mdsafetech.org/>]
7. **Scientists for Wired Technology – Advocacy based on Scientists ...** [<http://scientists4wiredtech.com/>]
8. **International Doctors ´ Appeal 2012** [http://freiburger-appell-2012.info/media/International_Doctors_Appeal_2012_Nov.pdf]
9. **International Scientists Appeal to The United Nations (237 scientists, from 41 nations)** [<https://emfscientist.org/>]
10. **Environmental Health Trust - 5G And The IOT: Scientific Overview Of Human Health Risks** [<https://ehtrust.org/key-issues/cell-phoneswireless/5g-networks-iot-scientific-overview-human-health-risks/>]



Citizens for Safe Technology

ACTION REQUIRED: Microcell Resolution & Notice of Wireless Harm

Dear Mayors and Councillors,

At last month's UBCM, BC municipalities voted in favour of a Resolution mandating that land use authorities and the public be consulted when microcells are placed within 100 metres of schools, hospitals, and residences. This requested change to existing policy closes a federal loophole that allows microcells to be placed on existing structures with no public consultation whatsoever. Over the next several months, the FCM (*Federation of Canadian Municipalities*) will be discussing the content of the UBCM resolution with the federal government.

Microcell placement and municipal rights is a hot topic. While some individuals perceive microcells as benign or even benevolent transmitters that are essential to improving connectivity and achieving economic prosperity, a growing number of civic leaders are concerned about the many issues arising from installing microcells in the public right of way. (See Section 3: **Why Local Governments are Concerned about Microcells** below.) On October 15th 2017, SB 69 - a bill giving telecoms free rein to install microcells on California rights of way, [which 300 Californian cities opposed](#) - was vetoed by state Governor Jerry Brown.

High-speed connectivity is not dependent on microcells. Safe and data-secure technological options are available. (See Section 4: **Tech-Wise-Solutions for Connectivity** below.)

The material below summarizes the concerns about microcells and outlines important actions you may take **now** to insure that as a local government you are as fully engaged as current federal policy allows in the placement of microcells in your community.

Suggested Approach:

- 1) Put the brief **Notice of Wireless Harm** in Section 2 below on the agenda of your next council meeting.
- 2) Review all permits, antenna siting policies, and agreements currently in place between your government and telecommunication companies. (See Section 5: **Action Check List** below.)
- 3) Take a few moments to read the material below so that you may make informed telecommunications decisions. This letter and that material are also attached as a PDF,

With Best Wishes,

Citizens for Safe Technology
cst.citizensforsafetechnology@gmail.com

Section 1: Overview

The Resolution that was passed:

WHEREAS public consultation on the placement of cell towers is mandated; and

WHEREAS new technology is moving away from these large towers to micro-transmitters which do not require local government or public consultation;

THEREFORE BE IT RESOLVED that the AKBLG request the UBCM petition relevant provincial and federal governments to mandate consultation with the land use authorities and the public regarding microcell transmitter siting within 100 metres of residences, schools and hospitals.

Why this Resolution Matters

ISED (*Innovation, Science and Economic Development*, formerly *Industry Canada*) allows microcells, or small cell antennas, to be placed on existing structures without any public input or often knowledge. In their 2014 [Guide to](#)

[Assisting Land-Use Authorities in Developing Antenna Siting Protocols](#), Industry Canada makes an assumption that: “certain proposals ... have minimal impact on the local surroundings and so are excluded from public and land-use consultations.”

The UBCM’s support for the microcell placement resolution shows that ISED has underestimated and overlooked the impact microcells have on municipalities and their residents.

Section 2: Microcells - Notice of Wireless Harm

Although there is no scientific research proving microcells are safe, the widespread installation of microcell technology is based on the misconception that wireless transmitters cause no harm. [Thousands of independent scientific studies](#), however, link the RFR (radiofrequency radiation) microcells emit to increased cancer risk, neurological disorders, and infertility. Even low levels of RFR exposure over time have been linked to adverse effects on plants and [insects, especially pollinators](#)

- As of October 2017, 235 scientists from 41 countries have signed the [International EMF Scientists Appeal](#) urging world leaders to “protect mankind and wildlife from the dangers of EMFs and wireless technology.”

ISED says microcells are safe as long as they comply with Health Canada’s Safety Code 6. Health Canada, however, continues to ignore the non-thermal effects of artificial electromagnetic frequencies as well as the science which shows that exposure to these frequencies, [even at levels lower than those deemed safe by Safety Code 6](#), cause potential biological harm.

- On September 28, 2014, over [50 Canadian physicians](#) condemned Safety Code 6. On July 9, 2014, [fifty-three scientists from eighteen countries](#) called on Health Canada to intervene to “help avoid an emerging health crisis.”

Microcells are establishing the infrastructure for “5G” (fifth generation) technology which the telecom industry is poised to install across the nation.

“5G” microwave frequencies have never been independently tested to prove they will not cause adverse biological and/or health effects. By allowing telecoms to install microcells, local governments currently have no recourse over how many transmitters are placed and if these microcells will be used to transmit “5G.”

- On Sept. 13, 2017, over 180 scientists from 35 countries sent a [declaration to the European Commission](#) calling for a moratorium on the rollout of microcell transmitters and “5G” saying that fifth generation technology “could lead to tragic, irreversible harm”

In 1998, Canada adopted the Wingspread Precautionary Principle, which states: “When an activity raises threats of harm to human health or the environment, precautionary measures should be taken, even if some cause and effect relationships are not fully established scientifically.”

Rethinking the indiscriminate installation of microcells in our communities supports this principle and protects local governments from being liable for damage and injury resulting from wireless harm.

Section 3: Why Local Governments are Concerned about Microcells

- **Public and Environmental Health and Safety** - as discussed in the above **Microcells - Notice of Wireless Harm**
- **Liability**

Once a municipal government has been made aware that microcells may cause personal injury or environmental harm, (the **Notice of Wireless Harm** above informs you of this) permitting microcell transmitters to be installed in your ROWs may be deemed an act of negligence, and you may be held liable for any environmental damage or personal injury resulting from this equipment having been installed. Telecommunication workers (“linemen”) are at particular risk.

In 2013, the *CRTC* and the *FCM* established this liability criterion in their **Model Municipal Access Agreement**, which may be downloaded here: <http://crtc.gc.ca/cisc/eng/ciscmanu.htm>.

- **Local Authority & Urban Planning**

The [Antenna Siting Systems Protocol Template](#) developed in 2013 by the FCM and the *Canadian Wireless Telecommunications Association* (CWTA) offers municipalities examples of how they may add their input to antenna siting in their communities, specifying design preferences, for instance, or naming preferred and discouraged locations for antenna siting. However, once a land use authority gives its permission for microcells to be installed, telecommunication companies have the final say in where microcells are placed.

This Lack of Local Authority over microcells negatively impacts:

- **Public Health and Safety** Transmitters in the public right of way are affecting pole integrity, creating increased distraction for drivers, and causing sidewalk and roadway crowding.
- **Urban Planning:** There is no limit to the number of small cells allowed per property, and no consideration for competing demands, noise, size, lighting, design, or fiscal impacts.
- **Aesthetics & Property Values:** Universal deployment of microcells degrades intentionally designed neighborhoods and historic buildings, and negatively affects property values.
- **The Public's Use and Enjoyment of the ROW:** Street-side gardening, block parties, neighbours visiting across the fence, children riding their bikes on the road by their homes... So many pastimes that add colour to a community and pleasure to life may be curtailed as citizens experience legitimate concern about lingering under the microcells and being exposed to radio frequencies.

Section 4: Tech-Wise - Solutions for Connectivity

Safe and data-secure technological options are available.

For mobile connectivity we could emulate Paris, France's pilot project and install small cells with signals that are adequate for mobile use but do not penetrate buildings or peoples' homes. For home and business internet access, wired networks of fiber optic and Ethernet cables or of fiber optic, copper wire and Ethernet cables (G-Fast) provide safe, fast, reliable, and cyber-secure connection, and will not blemish or obstruct local rights of way.

Section 5: Microcells - Municipal Rights and Responsibilities

Action Check List

- Have microcells been installed on existing structures in your municipality?
- If not, do you want to discuss other connectivity options with telecom providers before giving them access to your ROWs?
- Do you have an Antenna Siting Protocol in place? If so, does it require that notification is required for all new transmitters? If not, consider writing one that does, even for microcells being installed on existing structures.
- If microcells are installed in your ROWs:
 - Has written consent been given to the telecom by local land use authorities for each transmitter installed?
 - Have you asked the company who installed the microcell network for RF exposure level data?
 - Have you asked this company what strategies they have employed to keep the ambient RF radiation levels in residential areas as low as possible, and what strategies could still be implemented?

- Have you negotiated a Municipal Access Agreement with the telecom who has installed these microcells?
- Has the telecom submitted detailed before and after plans to your municipal engineer for each microcell installation?

The Model Municipal Access Agreement and You

The **Model Municipal Access Agreement** negotiated between the CRTC and the FCM in 2013 (<http://crtc.gc.ca/cisc/eng/ciscmanu.htm>) defines the parameters of local governments' current rights and responsibilities in relation to microcell placement. Most significantly:

1. **Consent:** Pursuant to section 43 of the Telecom Act a company must have a municipality's written consent prior to constructing equipment within the ROW.
2. **Permits:** Work within the ROWs by the company is subject to the authorization requirements established by the municipality. Municipalities determine if permits are required for each and every microcell.
3. **Plans:** Unless otherwise agreed to by the municipality, prior to installing microcells the company must submit the following to the municipal engineer:
 - Construction plans of the proposed work showing the locations of the proposed and existing equipment and other facilities, and specifying the boundaries of the area within the municipality within which the work is proposed to take place;And
 - All other relevant plans, drawings and other information as may be normally required by the municipal engineer from time to time for the purposes of issuing permits.
4. **Refusal to issue Permits.** In case of conflict with any *bona fide* municipal purpose, including reasons of public safety and health and conflicts with existing infrastructure, the municipality may request amendments to the plans provided by the company or may choose to refuse to issue a permit.

5. **Utility co-ordination committee.** The company shall participate in a utility co-ordination committee established by the municipality and contribute to its equitable share of the reasonable costs of the operation and administration of the committee as approved by such committee.

6. **“As-built” drawings.** The municipality may request that, no later than a given number of days after completion of any work, the company shall provide the municipal engineer with accurate “as-built” drawings sufficient to accurately establish the plan, profile, and dimensions of the equipment installed within the ROWs.

7. **Liability.** The municipality is responsible for any damage to the natural environment and any injury to any person arising from the presence of electromagnetic radiation in connection with the company’s use of the ROWs if such damage was caused directly or indirectly, in whole or in part, by the negligence of the municipality.

A Response to BC's Ministry of Citizens' Services Decision on Resolution B100

2017 Resolution B100 Microcell Transmitter Placement Consultation Endorsed by the UBCM

Whereas public consultation on the placement of cell towers is mandated;

And whereas new technology is moving away from these large towers to microtransmitters which do not require local government or public consultation:

Therefore be it resolved that the UBCM petition relevant provincial and federal governments to mandate consultation with the land use authorities and the public regarding microcell transmitter siting within 100 meters of residences, schools and hospitals.

Overview

Resolution B100 addresses the placement of **microcells**, which are small cell towers, by residences, homes and schools. Unlike freestanding macro cell antennae, microcells are typically mounted on existing structures like hydro poles and lampposts in the public rights-of-way. Along with the antenna, a microcell installation may also include refrigerator-sized cabinets containing power supply units and noisy cooling equipment.



Microcell Installation in Santa Rosa, California

While microcells are currently being used for 4G cellular service, small cell densification is underway in preparation for the rollout of 5th Generation – or 5G – technologies. 4G transmits microwave frequencies, but 5G employs millimetre waves that travel short distances only and are absorbed by buildings, trees, and bodies. In order for 5G frequencies to penetrate every home, they must be placed close to residences, with each carrier deploying between 2-10 small cell towers per street.

Although the biological effects of 5G communication systems have scarcely been investigated, the rollout of 5G has begun. Initial scientific studies have found exposure to millimeter waves promotes oxidative stress - a condition involved in

cancer onset - acute ocular injuries, and more.¹ **Current Canadian federal policies permit microcells, which will transmit 5G, to be installed on existing structures by homes, schools and hospitals without consultation with land use authorities or the public.**

A Point-by-Point Analysis of the Province's Response to Resolution B100 on Microcell Placement

Point 1:

The Province:

Point 1: Demand for cellular service is growing, and is expected to continue as more and more British Columbians use smartphones and other mobile devices.

Response:

Point 1: Demand for *Mobile* Cellular Service is declining.

While three quarters of Canadians ages 15 and older own smartphones, *mobile* use of smartphones is declining.

Catalyst Canada, a social marketing agency that conducts annual surveys measuring Canadian smartphone adoption and behaviour, reports that while at-home smartphone usage has risen, on-the-go activity has declined.² They attribute this decline to data limits imposed by cell phone providers, stating that: "People might be conducting more activities at home in part because they are

¹ Di Ciaula A, "Towards 5G communication systems: Are there health implications?", *Int J Hyg Environ Health*. 2018 Feb 2. pii: S1438-4639(17)30814-3. doi: 10.1016/j.ijheh.2018.01.011. [Epub ahead of print], <https://www.ncbi.nlm.nih.gov/pubmed/29402696>

² "With Growth comes Change: The Evolving Mobile landscape in 2015", <http://catalyst.ca/2015-canadian-smartphone-market/>

usually connected to Wi-Fi.” In their *2017 Canadian Mobile Survey*,³ Catalyst found that 50% of respondents were likely to list security concerns as a primary reason for shying away from performing monetary tasks or sharing information on their phones.

Point 2:

The Province:

Point 2: To accommodate this demand, more towers will be needed.

Response:

Point 2: Although need is subjective, existing Cell Towers are Sufficient, while wired Fiber Optics Offer the Fastest Data Available.

4G and 5G wireless networks depend upon fiber optic cables to transmit data. Connecting fiber optic directly to each premise instead of using microcells to beam signals wirelessly creates the safest, fastest communications infrastructure in existence.⁴

- Wired fiber optic networks are always faster and more data secure than wired ones: “It is the ideal situation to have a wired link. (It is) more reliable in many ways and far more secure.” - Elizabeth May
- Most Canadian smartphone users are choosing to use their phones at home rather than with their data plans, on the go.⁵ For greatly increased data speed, security, and reduced exposure to radiofrequency radiation,

³ “*Canadian Smartphone Behavior in 2017: Continued Shift to Virtual Spaces*”, <http://catalyst.ca/2017-canadian-smartphone-behaviour/>

⁴ “*Wired vs Wi-Fi speed*”, Verizon Communications, <https://www.verizon.com/cs/groups/public/documents/adacct/wires-vs-wifi-speeds.pdf>

⁵ “*With Growth comes Change: The Evolving Mobile landscape in 2015*”, <http://catalyst.ca/2015-canadian-smartphone-market/>

smartphones and tablets used at home, work, or school may be connected to wired networks via 'lightning to ethernet' adaptors.⁶

- **Canada excels in both 4G speed and availability.**⁷ Existing cell towers *are* enough. In their 2017 report, *State of Mobile Networks: Canada*, OpenSignal, a company that specializes in global wireless coverage mapping, stated, "With nearly 80% LTE availability and speeds pushing 30 Mbps, Canada...is in the top tier of global 4G performance."

What is *really* Behind the Push for Microcells?

The wireless industry claims densification of small cells is needed to enable innovations such as smart cities and the Internet of Things (IoT), but we can achieve most IoT and smart city functions without microcells.⁸

Mobile industry giant Ericsson reports that by 2021, 95% of mobile data traffic will consist of people using their smartphones to watch videos. Small cell densification is more about paid consumer and commercial video than it is about smart cities.⁹

Industry analyst Bruce Kushnick states that telecom providers are installing microcells to "'shut off' the retail wires and force-march customers onto more

⁶ "Air Gap Technology: Hardwiring your iPhone or iPad",
<https://www.wirelesseducation.org/hardwiring-your-iphone-or-ipad/>

⁷ Open Signal, "State of Mobile Networks: Canada", January 2017,
<https://opensignal.com/reports/2017/01/canada/state-of-the-mobile-network>

⁸ Timothy Schoechle, PhD, "Re-inventing Wires: The Future of Landlines and Networks", (National Institute for Science, Law and Public Policy, Washington, DC, 2018)
<http://electromagnetichealth.org/wp-content/uploads/2018/02/ReInventing-Wires-1-25-18.pdf>

⁹ Ken Schmidt, "Top 10 Things the Wireless Industry Doesn't Tell You About Small Cells", April 11, 2017, Steel in The Air, <http://www.steelintheair.com/Blog/2017/04/top-10-things-the-wireless-industry-doesnt-tell-you-about-small-cells.html>

expensive wireless.”¹⁰ Despite the ultrafast data speeds promised by 5G, he states that current cell phone pricing and data allotments are inadequate to watch HD movies using a smartphone, especially if the phone is tethered to a large screen. While telecom providers can make more from selling us cell phone data plans than they can from selling wired television, phone, and internet subscriptions, it is unlikely 4G or 5G wireless networks will adequately meet consumers’ evolving needs.

Point 3:

The Province:

Point 3: The Government of Canada regulates tower siting decisions, settles disputes, and sets health and safety standards. The federal department of Industry, (*sic*) Science and Economic Development (*sic*) (ISED) Antenna Siting Procedures (*sic*) have recently been updated and require cellular providers to work even more closely with local communities.

Response:

Point 3: It is Time to Close the Microcell Loophole.

- The federal department of **Innovation** (not Industry), Science and Economic Development Canada (ISED) regulates tower siting in Canada.
- In April 2014 - 4 years ago, which in the fast-paced world of tech development does not qualify as “recent” – changes in relation to tower height were made to the federal government’s *Antenna Siting Procedures*, but antennas placed on existing structures, like microcells, were not addressed, and were left exempt from public consultation. In a statement made on the day the changes to Canada's *Antenna Siting Procedures* were

¹⁰ Bruce Kushnick, “Wireless Smartphones with Only 10Mbps Down, 1Mbps Up, are Not a Substitute for a Wired Broadband Connection”, HuffPost, October 19, 2019, <https://www.huffingtonpost.com/entry/59e8ecbce4b0542ce4290c1c>

announced, ¹¹ Claude Dauphin, then President of the Federation of Canadian Municipalities (FCM) said:

“(The) FCM has been calling on the federal government to close a major loophole that permitted wireless companies to build antenna towers under 15 metres without notifying or consulting affected communities. The changes announced today respond directly to our call.

We commend the government on its decision to update Canada's Antenna Tower Siting Policy, and for expanding the role of municipalities and the public in providing meaningful input on the siting of antenna towers in our cities and communities. This provides further proof of what we can accomplish when all orders of government and the private sector work together as partners to meet the needs of our communities.”

- Resolution B100 asks the provincial and federal government to now work together to close the existing microcell placement loophole, giving communities the same meaningful input that has been granted for antenna towers that are under 15 metres in height.
- In 2012, the UBCM membership endorsed Resolution B141, which made this same request in more general terms. This Resolution called on the federal government to institute a requirement for consultation with local governments prior to approval and installation of telecommunications towers or antennae.

Point 4:

The Province:

¹¹ “Statement by FCM President on Changes to Canada’s Antenna Siting Policy” (05/02/2014), <https://fcm.ca/home/media/news-and-commentary/2014/statement-by-fcm-president-on-changes-to-canadas-antenna-siting-policy.htm>

Point 4: Cellular providers must share towers where possible, consult with local governments and the public regardless of tower height and type, and adhere to Antenna Siting Procedures. More information can be found at this link:

<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf10840.html>

Response:

Point 4: Cellular Providers do not need to consult with the public about Microcells.

- Because microcells are deemed Excluded Antenna Structures by ISED, local governments are not permitted to include a public consultation requirement for them in the Antenna Siting Procedures they create. The ISED document the Ministry of Citizens' Services has linked to above ¹² confirms this:

48. The following proposals are excluded from land-use authority and public consultation requirements:

- *Non-Tower Structures:* antennas on buildings, water towers, lamp posts, etc. may be excluded from consultation provided that the height above ground of the non-tower structure, exclusive of appurtenances, is not increased by more than 25%

62. Proponents must always contact the applicable land-use authorities to determine the local consultation requirements and to discuss local preferences regarding antenna system siting and/or design, unless their proposal falls within the exclusion criteria outlined in Section 6.

¹² "DGSO-002-14 — Decision on Amendments to Industry Canada's Antenna Tower Siting Procedures", Posted on Industry Canada website: June 26, 2014, <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf10840.html>

- Section 3.2 of the *Guide to Assist Land-use Authorities in Developing Antenna System Siting Protocols*,¹³ published by Industry Canada in August 2014, affirms that Canadian land use authorities do not have the right to override the exclusions to public consultation established by ISED. The quote below, taken from this document also reveals that in 2014, **the federal government did not comprehend, or did not want to acknowledge, the significant impact the densification of small cells and emerging 5G technologies would have on communities, on residents, and on society.** (Do a web-search on 5G, SB 649, or small cells and local authority, and it is clear this issue is *not* one of “minimal impact.”):

Section 3.2: Excluded Antenna Structures

“Under Industry Canada’s process, **certain proposals are considered to have minimal impact on the local surroundings and so are excluded from public and land-use consultations. Industry Canada believes that consultation requirements should be proportional to the potential impact of the proposal...** It should be noted that any exclusion criteria established by the LUA can only augment, as appropriate, those established under Industry Canada’s Exclusion List (CPC-2-0-03, Section 6).”

Point 5:

The Province:

Point 5: Communities and local governments are best positioned to work with cellular providers to ensure effective delivery of services, while also ensuring respect for local land-use considerations.

Response:

¹³ Industry Canada, “*Guide to Assist Land-use Authorities in Developing Antenna System Siting Protocols*”, issue 2, August 2014, [https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapi/LUA-e.pdf/\\$file/LUA-e.pdf](https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapi/LUA-e.pdf/$file/LUA-e.pdf)

Point 5: Communities and local governments have little, to no, leverage with cellular providers when it comes to deciding if microcells will be installed.

- Local governments may use the *Antenna System Siting Protocol Template* created by the FCM and the Canadian Wireless Telecommunications Association (CWTA)¹⁴ as a model for creating their own antenna siting protocols. Local protocols may request that municipalities be notified when exempt antenna structures are to be installed, and may also state design and siting preferences for microcells, but once a land use authority (LUA) gives its permission for microcells to be installed, cellular providers have the final say in where they are placed.
- Cellular providers are not required to be responsive to residents who do not want small cell towers placed in front of their homes. Residents' concerns may include public and environmental health, data safety, national security, infringement upon their use and enjoyment of the public rights-of-way, or decreased property values.
- Local governments may not issue a statement of non-concurrence based on the community's response to having microcells installed on their streets.

The Province:

Point 6: ISED Staff are available to assist municipalities in understanding their role and to provide advice.

Response:

Point 6: Seeking Assistance from ISED - The Bigger Picture

¹⁴ FCM & CWTA Joint Protocol, "Antenna System Siting Protocol Template", Revised December 2014, https://fcm.ca/Documents/reports/FCM/Antenna_System_Siting_Protocol_Template_EN.pdf

In the **Exclusions** section of their 2014 *Decision on Amendments to Industry Canada's Antenna Tower Siting Procedures*¹⁵, ISED admits to regulatory challenges when it comes to excluded antenna structures. Point 43 of this document says: "Although CWTA members have agreed to consult on "excluded" antenna system proposals where required by the municipalities, Industry Canada notes that not all commercial operators are members of the CWTA."

- Telus and Shaw, two of the largest wireless providers in BC are not CWTA members.
- CWTA is, however, the administrator of the 5G Canada Council,¹⁶ a group whose mandate is to "encourage a supportive and dynamic 5G ecosystem in Canada, including the efficient rollout of related technologies. "
- The chair of the 5G Council is Scott Bradley, VP Corporate Affairs of Huawei, Canada, the multinational leading the global 5G charge. Telus and Huawei have created a "living lab" in Vancouver¹⁷ where they are testing their planned rollout of 5G in Vancouver and Telus is already using 4G microcells manufactured by Huawei across BC to gather and transmit our data.
- In March 2018, six top US security chiefs, including directors of the CIA, FBI, and the NSA, warned that Huawei has shared sensitive information with China,¹⁸ and that Huawei's equipment and the new 5G technology provide China with the capacity to conduct remote spying and maliciously modify or steal information or even shut down systems. They do not recommend private citizens use products made by Huawei. Three former directors of Canada's key national security agencies are urging the federal government

¹⁵ "DGSO-002-14 — Decision on Amendments to Industry Canada's Antenna Tower Siting Procedures", Posted on Industry Canada website: June 26, 2014, <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf10840.html>

¹⁶ Learn more about the 5G Canada Council on CWTA's website: <https://www.cwta.ca/5gcc/>

¹⁷ "Huawei announces 5G trial in Vancouver", ZDNet, February 13, 2018

<http://www.zdnet.com/article/huawei-announces-5g-trial-in-vancouver/#ftag=RSSbaffb68>

¹⁸ Sara Salinas, "Six top US intelligence chiefs caution against buying Huawei phones", CNBC, February 13, 2018, <https://www.cnbc.com/2018/02/13/chinas-huawei-top-us-intelligence-chiefs-caution-americans-away.html>

to heed the warnings of U.S. intelligence services and cut Canadian ties with Huawei.¹⁹ Ward Elcock, a former CSIS director, deputy minister of National Defence, and Security and Intelligence Deputy Clerk of the Privy Council, said, "I would not want to see Huawei equipment being incorporated into a 5G network in Canada."

In Closing

The race for 5G is on, and the speedy densification of microcells is essential to it. On March 19, 2018, Innovation Minister Navdeep Bains announced the federal government is giving millions of dollars to an industry cohort headed by mobile tech giant Ericsson to help fund the rollout of 5G in Canada. He also addressed concerns raised by wireless carriers about barriers to installing the hundreds of thousands more small-cell sites needed for 5G.

"We have been very clear that we want to have a robust [approval] process, a process that defends the public interest, but at the same time encourages more innovation and more investment," Mr. Bains said. **"We're willing to work with the carriers to look at where we can reduce and eliminate any process or timelines that exist that prevent those investments from happening."**²⁰

While it is clear the tech and telecommunications sectors plan to profit from the masses of 5G transmitters and devices they will make, sell, install, and operate, the benefits of 5G to the rest of us are dubious, at best.²¹ (When key industry players attending the 2018 Mobile World Congress discussed whether 5G will

¹⁹ Robert Fife and Steven Chase, "Former top Canadian security officials warn Ottawa to sever links with China's Huawei," The Globe and Mail, March 19, 2018, <https://www.theglobeandmail.com/politics/article-former-top-canadian-security-officials-join-call-for-ottawa-to-nix/>

²⁰ Christine Dobby, "Feds, Ontario and Quebec to invest \$200-million in linked network of 5G research labs," The Globe and Mail, March 19, 2018, <https://www.theglobeandmail.com/report-on-business/ottawa-ontario-and-quebec-to-invest-200-million-in-linked-network-of-5g-research-labs/article38299191/>

²¹ Ryan Daws, "Delivering on 5G's Promises," Telecoms, March 2, 2018, <https://www.telecomstechnews.com/news/2018/mar/02/editorial-delivering-5g-promises/>

deliver on its promises, Samsung's Head of Research Dan Warren said, "You need to have small cells everywhere. You need to have cells where they do not go now."²²)

Meanwhile, scientists worldwide warn of the potential serious health implications of 5G.²³ Although Health Canada is the body officially responsible for protecting Canadians from the health effects of microwave and millimeter wave radiations, the standards developed by Health Canada and their neutrality in reaching these guidelines have long been called into question.²⁴

Municipal and provincial officials, along with federations of municipalities like the UBCM and the FCM, have a mandate to preserve and protect, and to advocate on behalf of citizens by bringing issues that have a direct impact on local communities to Ottawa. Sidestepping this responsibility by deferring to a safety code that many reputable scientists say is inadequate places the well-being of their constituents in peril.²⁵

In 1998, Canada adopted the *Wingspread Precautionary Principle*, which states:

²² "5G Technology Reality Check: Can We Deliver On Our Promises?," Mobile World Congress, February 27, 2018, <https://www.mobileworldcongress.com/session/5g-technology-reality-check-can-we-deliver-on-our-promises/>

²³ Rainer Nyberg and Lennart Hardell, "Scientists and Doctors Warn of Potential Serious Health Impacts of Fifth Generation 5G Wireless Technology", Global Research, September 2017, <https://www.globalresearch.ca/scientists-and-doctors-warn-of-potential-serious-health-impacts-of-fifth-generation-5g-wireless-technology/5609503>

²⁴ Paul Christopher Webster, "Scientists decry Canada's outdated Wi-Fi safety rules", Canadian Medical Association Journal (CMAJ), May 11, 2015, <http://www.cmaj.ca/content/cmaj/early/2015/05/11/cmaj.109-5061.full.pdf>

²⁵ Declaration: Scientists call for Protection from Radiofrequency Radiation Exposure <http://www.c4st.org/images/documents/hc-resolutions/scientific-declaration-to-health-canada-english.pdf>

“When an activity raises threats of harm to human health or the environment, precautionary measures should be taken, even if some cause and effect relationships are not fully established scientifically.”²⁶

Rethinking the indiscriminate installation of microcells in our communities supports this principle, and preserves and protects the well-being of all.

²⁶ This statement arose from the [Wingspread Conference on the Precautionary Principle](#), which took place in Wisconsin in January 1998.

THE HONOURABLE MOBINA JAFFER, Q.C.
SENATOR - BRITISH COLUMBIA



SENATE | SÉNAT
CANADA

L'HONORABLE MOBINA JAFFER, C.R.
SÉNATRICE - COLOMBIE-BRITANNIQUE



VILLAGE OF LIONS BAY
FILE TO I/C
FILE TO PROPERTY FILE
OTHER

May 3, 2018

His Worship Karl Buhr
Mayor for the Village of Lions Bay
PO Box 141
Lions Bay BC V0N2E0

Dear Mr. Mayor,

RE: Border implications of Bill C-45

Bill C-45, which will decriminalize and legalize recreational cannabis, will soon be law. However, with this imminent legislation, our constituents will soon be faced with a series of issues at Canada's border with the United States that could have them barred from crossing the border for life.

To ensure that this does not happen to you or our constituents, I have attached an information package which describes the various issues that Canadians may face as they cross the border into the United States after the legalization of recreational cannabis.

Sincerely,

The Honourable Mobina S.B. Jaffer, Q.C.
Senator for British Columbia

With the upcoming passage of Bill C-45 and the legalization of recreational cannabis, many Canadians could find themselves at odds with American law enforcement as they cross the border. In these cases, they could face heavy penalties- including permanent barring from the country.

Understandably, many Canadians are worried about this, and have a wide variety of concerns about this issue. Over the past month, I have worked in the Senate Standing Committee on National Security and Defence to find answers for these questions, which I will list below, along with relevant excerpts from the committee meetings.

1) Should I disclose my previous cannabis use as I cross the border?

One of the major questions that people have been asking about Bill C-45 is whether they should tell the truth or lie about their previous cannabis use after the bill has been passed. However, the best option is simply to not answer at all.

Disclosing your past cannabis usage could be enough to have you barred from the US for life. However, lying to border officials almost always ends with a person's permanent ineligibility if it is discovered, and sometimes even leads to fraud charges! Therefore, the best option for Canadians who have consumed cannabis is to simply withdraw from questioning. While this will likely have them turned away from the border, this is far better than the possible alternative of permanent ineligibility.

Senator Jaffer: [...] Your position on whether to disclose cannabis usage differs significantly from our Parliamentary Secretary to the Minister of Public Safety. Unlike the parliamentary secretary, you believe that disclosing past marijuana usage at the port of entry is dangerous and it could have you barred for life.

You gave examples. Of course, if you have just smoked marijuana, that is different. But if I understood you correctly, recreational use some time ago doesn't have to be mentioned. You have also said that if U.S. officials ask Canadians about their past marijuana use, they are not obligated to answer.

Would a Canadian suffer consequences for withdrawing their application for entry at the port of entry if they refuse to answer?

Mr. Saunders: The worst thing that can happen, if you don't answer the question, is you can be denied entry. I tell clients you could try back the next day, a week later or a

month later. Chances are you will probably get a different officer who won't ask the same question.

What most people have to understand is not every officer asks this question. It is discretionary. But if you are asked this question, I have always told clients, "You are under no obligation to say yes. It is not a question that is required to be answered at a port of entry."

You are not lying if you say nothing. If you have been charged or convicted of an offence, yes. If you are found in possession of marijuana, yes. But if it's just a random question, I tell clients the worst thing that could happen if you say nothing is just a simple denied entry.

Statements made can also result in you being barred from the United States for life. Therefore, Canadians should be careful about what they state publically—especially on social media. In his testimony, an immigration lawyer by the name of Len Saunders outlined a particularly shocking case:

Len Saunders, Attorney at Law, The Immigration Law Firm, as an individual: [...] A great example— I have asked for his permission to tell you his story— is Ross Rebagliati. I'm sure everyone in this room knows who he is. I got a call from Ross just over a year ago. I'm in my late forties, so I watched him win the gold medal 20 years ago in Nagano. When he called me, he said he needed a waiver. I said, "Ross, you have never been convicted of marijuana possession." He said that shortly after the Olympics, when he went on the Jay Leno Show, he admitted to Jay Leno he had smoked marijuana.

So Ross has needed a waiver for the last 20 years. So there's his fee payment, US\$585. That's getting close to C\$1,000. That's what waiver approval looks like. After paying almost US\$600, this is his waiver. It is good for five years.

Most Canadians, when they get a waiver approved after admitting to smoking marijuana, will get a one-year waiver, and then a two-year waiver and maybe a three-year and a five-year waiver. He got a five-year waiver because his issue happened 20 years ago.

So Ross is a great example of someone in the system. He will be in the system requiring a waiver for the rest of his life because he admitted to using marijuana on the Jay Leno Show. That's just the tip of the iceberg on these cases.

2) Will the legalization of cannabis in Canada protect me from being barred to the US for cannabis-related offences?

The simple answer to this question is no. While C-45 may legalize cannabis in Canada, this has no effect on American points of entry. This means bringing cannabis over the border, crossing the border while intoxicated, or consuming it in the US is still illegal.

While the legalization of recreational cannabis is a legal landmark in Canada, constituents should not consider this an opportunity to act as they wish. Failing to abide by American law will likely have them barred from the US for life, regardless of its legality here.

Current discussions on pardoning those with drug-related convictions are also unlikely to affect this. US officials mainly focus on your criminal record, regardless of any pardons.

Senator Jaffer: [...] I have one question you haven't covered. It wasn't in our transcript, but this is something that is really concerning me. For many years, I represented clients who were convicted for possession, simple possession. I know you don't practise in that field, so, if you're not comfortable commenting on it, let me know. The minister is not going to move to get those convictions set aside as San Francisco is doing or other jurisdictions are doing. I was wondering if you have any comments on that.

Mr. Waldman: [...] Canada and the U.S. have a very close information-sharing agreement. When an American official sees a Canadian at the border and swipes his passport, he will be able to get access to his criminal record. Even if there is a simple conviction for possession of marijuana, and even if the official might have been inclined to not ask the question, once he's faced with a conviction, the official will have no choice but to deny the person admission.

I think there are two separate questions here. One is the access that U.S. officials will have to the criminal records of Canadians who are convicted of simple possession and whether they should have or whether there might be a mechanism to purge that from the record. It seems to me that the only way that that might happen would be through some kind of process where people who have been convicted of simple possession get retroactively pardoned.

I would support that, but it's of concern to the issue you brought me here to talk about because, if a person is convicted, the U.S. officials will check the criminal record, the database, see the conviction on the person's criminal record and be forced to bar them admission, even though the activity is now legal in Canada.

There is also little indication that this is about to change. Canada still has yet to enter meaningful discussions with the US to solve this issue.

Senator Jaffer: Mr. Waldman, you always make your remarks thoughtfully, saying that our government has to talk to the Americans. As you've set it out, I won't repeat about the monies we spend in the U.S. The challenge that the committee here faces is that when I pushed the official about this, I got a lecture about how we can't tell another country what to do. So what you said, I felt like it was a fait accompli. That's what they said. As you read in the transcript, it said the American government will not change its position, and our officials told me it's not their position to tell another country what to do.

I hear what you say, and obviously the minister is appearing after you, and we will urge him regarding what you are telling us, but that's the challenge we face.

Mr. Waldman: I think it's important to distinguish we're not telling the Americans what to do. We're giving the Americans our official governmental position and asking the Americans to take that into account when they deal with Canadian citizens who are seeking to cross the border within the context of Canadians who spend tens of billions of dollars of tourism money in the United States.

We're saying to the Americans, "It's your call what to do, but possession is going to be legal in Canada on this date, and after that we would ask, as a government, that you take into account that it's legal when you deal with Canadians crossing the border." That's all we can do.

3) Am I putting myself at risk by going through preclearance?

Last year, Canada's preclearance policy was updated in a way that could potentially jeopardize travelers. In this new system, travellers have to truthfully answer any question that is asked by a preclearance officer- including questions about cannabis usage.

If they disclose their past use, they put themselves at risk of being barred from the United States for life. However, lying during preclearance can be considered "resisting or willfully obstructing a preclearance officer" which can result in up to two years of imprisonment.

Given that Canadians are left with few options in preclearance proceedings, constituents who have consumed cannabis may wish to go through normal points of entry.

Senator Jaffer: My second question has to do with the Preclearance Act. I'm personally very unhappy with what has happened with the Preclearance Act because,

under Bill C-23, travellers must truthfully answer any question that is asked by the pre-clearance officer. That means that Canadians will have to answer truthfully about their cannabis use, despite the fact that they do not have to disclose it at the normal port of entry, meaning if they drive across. But they have to if they go by the airport.

The other part of this, which you are very much aware of, is that it's on our soil, but our RCMP may not be there if there is extensive questioning. I wanted to know how you feel, especially with people who are permanent residents.

Mr. Waldman: It will apply also to Canadian citizens. Obviously, I wanted to testify, but I missed the opportunity to testify on the Preclearance Act. I have a lot of concerns about that and precisely about those types of matters because people will now be compellable.

The advice that the immigration officer said — "You don't have to answer the question; you can just turn around and go away" — won't apply at Canadian airports, pursuant to this legislation. They will be compellable, and they will have to answer questions. So it's a bit strange that a Canadian on Canadian soil will be in a weaker position than a Canadian who drives across the border and is on U.S. soil if you travel by car.

So it's a matter for concern. I don't think that, at the time the bill was passed, the drafters of the legislation really contemplated these types of situations. I think it's a big problem, and it exposes some Canadians to a vulnerable position, for sure.

4) Can I consume cannabis in states where it is legalized?

While many states have legalized the recreational consumption of cannabis, the drug still remains illegal on a federal level under the Controlled Substances Act. In fact, the Act categorizes cannabis as a Schedule 1 drug, the highest possible category in the American legal system.

In other words, consuming cannabis in states where it is legalized can and will get you barred from crossing the border.

Senator Jaffer: And the challenge gets even worse, because I live in B.C. When this law goes through, it will be legal in British Columbia. It's legal in Washington state. So for a British Columbian, they think that they are not doing anything wrong. They're going to a state where a certain amount of cannabis is legal, and yet federally it isn't. It's not that easy. People will be confused as to what's happening. I think that there's a lot of work that our government needs to do to protect Canadians.

Mr. Waldman: You know, in the same way that there's been a lot of effort about educating people about not taking large amounts of currency across the border, I think the same thing has to happen with Canadians not taking drugs across the border. Even though it's legal in Canada, it's not legal in most contexts to transport marijuana between Canada and the United States after legalization in Canada. Canadians have to

be educated about that, and it has to be made perfectly clear to them that legalization in Canada does not allow you to cross the border.

Maybe it makes sense to put signs up near the border crossings warning Canadians about that. I'm not sure. But there has to be a concerted effort to educate Canadians about what is and is not legal.

5) Is the government ensuring that Canadians are informed of these issues?

Unfortunately, there is little that is currently being done to ensure that Canadians are being informed of these issues, despite the fact that many people could be banned from the United States for life. For now, all that the government has announced is a small information campaign in 2019- a whole year after the bill's passage. Other institutions may have to take up that task.

Senator Jaffer: [...] I have not received answers from you on my first question about protecting Canadians. We are going to make it legal to use cannabis here, but we are not telling Canadians that if you cross the border they will have issues. You did say, Mr. Hill, by 2019 you'll have this and by 2019 you'll have that, but this will be law before that. But I don't think you can answer this. We'll just have to get the minister here to answer that. [...]

Mr. Hill: Thank you, senator. I'd like to try to explain the communication strategy that is being developed and implemented. With respect to your question, it will be made clear, if it's not clear to date, for Canadians who wish to import any cannabis into the United States, that that is a criminal offence. So entrepreneurs in Canada who are going to be investing and working in the cannabis industry in Canada will understand the domestic legal framework that is being put in place, and they will also understand the implications with respect to the movement of cannabis goods or goods with cannabis in them across the border. It will be made very clear to them that that continues to be criminally prohibited. It continues to be a serious criminal offence to take any amount of cannabis across into the U.S. unless an exception is provided clearly by law.

So we will be doing our utmost to ensure that Canadians understand that so that they do not inadvertently or because of a lack of awareness fall into this unfortunate situation. That is our commitment. That is our objective. We're working in partnership with Transport Canada, Health Canada, Global Affairs, the RCMP, the Public Safety portfolio, to ensure that that communication is comprehensive and timely, so that the information is available before the legislation comes into force. So that is the work we are undertaking.

Senator Jaffer: I really appreciate that, and what you are saying gives me some satisfaction, but you're not telling me what you're going to do. I understand you're going to do a campaign. I understand you're going to tell citizens, but by when? We are being pushed to pass this legislation right now. By when are you going to tell Canadians all of that? What is your exact plan?

Mr. Hill: We are already communicating to Canadians through, for example, the travel advisory that Global Affairs has on its website. We are already communicating to Canadians through the Canada Border Services Agency website and our interactions with stakeholders and industry and in the not-for-profit sector. So we are already communicating with our stakeholders and partners, and you will see a much more visible communications campaign in the short term, in advance of the legislation coming into force, if it does get Royal Assent.

6) How will the emerging cannabis industry be affected by the legalization of cannabis?

Canadian cannabis businesses-which are currently valued at 37 billion dollars- will likely want to work with their American counterparts in the days to come, and there are a variety of legal ways for it to happen, such as the sale of accessories or pipes. However, due to the strict and vague nature of American law, this could still be considered “association with drug trafficking” which would put employees at risk of permanent barring from the United States.

Given that legal cannabis dispensaries are considered drug traffickers under federal American law, this could also put the families of people working for their Canadian counterparts at risk too. Without serious discussions with the United States, many Canadians working for this burgeoning multi-billion dollar industry could find themselves at risk.

Senator Jaffer: [...] I have a question for you, Mr. Railton. In your article that you mentioned, “Marijuana and Immigration,” you state:

Providing a government officer with a “reason to believe” that a noncitizen is associated with drug trafficking, which could include a normal association with state-legal marijuana businesses, is enough to make the noncitizen and even his or her family members inadmissible.

This worries me very much. It’s not just the person; the family could be prohibited from entering the United States. It’s like being guilty by association.

Did I understand your article correctly?

Mr. Railton: Thank you. First of all, immigration law is a very complicated area of law. May I just say that in trying to sum up the law of marijuana and immigration in my opening comments, I tried to tap on some of the highlights of different issues. But the article referenced working in a state legal operation. Washington State, for instance, has legalized recreational marijuana. We see folks working at stores, working in the production and working in professional positions associated with the businesses engaged in cannabis. The industry itself is growing in scale, so there is a lot of money and business to be done.

The state governments and the people in the states are subject to federal law, but in the United States, the Department of Justice has somewhat kept a hands-off approach to businesses in the states, such as Colorado, Washington and others that have legalized, while this industry develops. The question here is around somebody working in a Canadian legalized operation where, under the federal law of Canada, marijuana is legalized. That circumstance is a little different than where somebody is working for a state legal operation where there's a conflict of laws with the U.S. federal Controlled Substances Act. In Canada, where cannabis is legalized, I don't think working for a Canadian operation would create a basis for inadmissibility if it were strictly in Canada under a legalized regime. But this is one of the places where there are questions.

Now, if a Canadian business wants to do transboundary business with the United States, that is a problem, and we've seen a variety of situations with it over the last few years, where you have folks in Canada who would like to invest in state legal operations or otherwise get involved in them. When those persons are identified, they run a risk for immigration and inadmissibility. And, yes, the family would be involved in such situations.

From: [Shawna Gilroy](#)
To: [Shawna Gilroy](#)
Subject: FW: Village Update
Date: Thursday, May 17, 2018 1:44:48 PM

From: Karl Buhr
Sent: Wednesday, May 16, 2018 10:19 AM
To: Robert Dickinson
Cc: Council @ Lions Bay <council@lionsbay.ca>; Agenda <agenda@lionsbay.ca>
Subject: RE: Village Update

Hello Robert,

Leaving MVRD for the SLRD would entail major public consultation and negotiation with the province, SLRD and MVRD. The possibility has been on every Council's radar since our incorporation as a municipality in 1971. Even though we would leave Translink's taxing area, I wouldn't expect much fiscal difference; I do know that other communities at regional district boundaries have recently studied the option, to find that staying put was their best option. Most of Lions Bay still faces south to Metro, rather than north to SLRD. I so have to say though that often as I sit in many the many regional meetings I attend every month, I question whether we belong there: they have urban metropolitan issues, they don't supply our water or sewer, we're not even in the same air quality area.

But perhaps your desire to leave MVRD (the name changed from GVRD about a year ago) is only to avoid being swept up by the Metro Vancouver speculation tax. While we still await written confirmation whether Lions Bay is in or out (I have had firm indications from Ministry of Finance staff for both alternatives), I refer you to the recommendation I made to Council on page 89 of the Council agenda at https://www.lionsbay.ca/sites/2/files/docs/meeting/agenda/180508_rcm_package_0.pdf. This letter will go to the Minister of Finance after a few more rounds of Council review; what good it will do, who knows.

Regards,
Karl Buhr

From: Robert Dickinson
Sent: Sunday, May 13, 2018 10:59 PM
To: Village of Lions Bay <epost@lionsbay.ca>
Subject: RE: Village Update

Hi. When will the Council table the resolution to abandon the GVRD? It would seem this association is now more of a negative than a positive. Also when will the council table the resolution to seek from the Provincial Government the same real estate tax treatment that Bowen Island, Squamish and Britannia are getting. Hitting Lions Bay with the new moronic wealth-centric real estate taxes while exempting our neighbours is not fair and not reasonable. Is this not going to be a concern for our council? Thank you. Yahoo Summer is here! Bob Dickinson.

From: The Village of Lions Bay <epost@lionsbay.ca>
Sent: May 11, 2018 4:33 PM
To: Robert Dickinson