



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF LIONS BAY HELD ON TUESDAY, OCTOBER 2, 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 – September 18, 2018 (Page 5)

THAT the Regular Council Meeting Minutes of September 18, 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
56	July 3, 2018	G4: City of North Vancouver – Notice to Withdraw from the North Shore Bylaw Notice Dispute Adjudication Registry Agreement – CAO to follow up	Peter
58	September 4, 2018	R2: Kelvin Grove Parking – Liz Bell – Mayor Buhr to respond	Karl
59	September 4, 2018	R4: Gate at End of Lions Bay Avenue – Max Wyman – CAO DeJong to respond and to look into the situation regarding control over use of easement	Peter

8. Reports

A. Staff

- i. CAO: RFD - Traffic and Parking Layouts for CN Lot, Sunset Lot and Central Lions Bay (Page 17)

Recommendation:

(1) THAT the proposal of Millenia Architecture Corp dated August 30, 2018, be approved to be undertaken in the following order and subject to the following conditions:

(a) CN Lot layout;

(b) Sunset Lot layout;

(c) Municipal Precinct layout up to but not including any survey work, pending cost estimates for such survey work and sufficient budget to proceed.

(2) THAT the CAO be authorized to sign the accepted proposal on behalf of the Municipality.

- ii. CAO: Information Report (Verbal) re. ICIP-Community, Culture and Recreation Infrastructure Grants

- iii. CAO: Information Report (Verbal) re. CN Lot

B. Mayor – None

C. Council – None

D. Committees

- i. Trees, Views & Landscapes Committee – Tree Application #88: 30 Lions Bay Avenue (Page 21)

Recommendation: THAT as requested, the applicant is permitted to carry out work as requested in the application, clean up and remove all associated debris.

E. Emergency Services

- i. RCMP Monthly Report (Page 37)

Recommendation: THAT the RCMP monthly report be received.

9. Resolutions

10. Bylaws

- A. Council Remuneration Bylaw No. 552, 2018 – Adoption (Page 39)

Recommendation: THAT Council Remuneration Bylaw No. 552, 2018 be adopted.

11. Correspondence

12. New Business

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

14. Closed Council Meeting

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

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

- a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- c) labour relations or other employee relations;
- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

15. Reporting Out From Closed Portion of Meeting

16. Adjournment

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF LIONS BAY HELD ON TUESDAY, SEPTEMBER 18, 2018 at 7:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY

MINUTES

In Attendance:

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

Regrets: Councillor Jim Hughes

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

Delegations: 1

Public: 8

1. Call to Order

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

2. Adoption of Agenda

Moved/Seconded

THAT item 4A – Delegation Slideshow be added to the presentation;

THAT item 8Avii – Community Signage Style Guide be added;

THAT item 8Aviii – Community Signage Content Guide be added;

THAT item 8Aix – Harvey Tank Replacement Project Tender be added;

THAT item 11B – Infrastructure Planning Grant Program Correspondence be added;

THAT item 11C – Additional Correspondence re: Community Signage Style Guide be added;

THAT item 12A – Arts Council Municipal Grant be added;

THAT 90(1)(a) be added as an additional ground for closing the meeting; 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)

A. Mr. Arash Iranshahi – Development of a View Bylaw

Mr. Iranshahi spoke about the idea of a much needed View Bylaw in Lions Bay. He touched on the history of Lions Bay and noted that when Kelvin Grove was developed, it was clear-cut to build homes on. Since then, citizens planted trees to mark their property lines or for landscaping, and the trees have reached a point where in some cases they are blocking or limiting views, or potentially posing a hazard. He noted that currently there are no guidelines with respect to views on private land in Lions Bay and some neighbours do not agree to trim their trees in order to open up the view, and some ask for a significant sum of money from neighbours to permit tree trimming, which is unfair.

Mr. Iranshahi provided Council with his research on the subject, with examples cited of three municipalities in California and how they have dealt with the regulation of views. His recommendation was for Lions Bay to use the City of Rancho Palos Verde's quantifiable criteria as a standard for view determination and the City of Laguna Beach's procedures for view restoration.

David Shore was permitted to speak from the gallery in support of the concept.

Moved/Seconded

THAT the delegation presentation be received.

CARRIED

5. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – September 4, 2018

The following was amended:

- Re-word the title "Public Defecation" in item 11A R4 to "Gate at End of Lions Bay Avenue".

Moved/Seconded

THAT the Regular Council Meeting Minutes of September 4, 2018 be approved, as amended.

CARRIED

6. Business Arising from the Minutes

None

Audio: 00:19

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 Bay Trail Maintenance Committee	In progress
56	July 3, 2018	G4: City of North Vancouver – Notice to Withdraw from the North Shore Bylaw Notice Dispute Adjudication Registry Agreement – CAO to follow up	In progress
57	September 4, 2018	G1: Cannabis Update – CAO DeJong to follow up per Policy No. 1802	Completed
58	September 4, 2018	R2: Kelvin Grove Parking – Liz Bell – Mayor Buhr to respond	In progress
59	September 4, 2018	R4: Gate at End of Lions Bay Avenue – Max Wyman – CAO DeJong to respond and to look into the situation regarding control over use of easement	In progress

8. Reports

A. Staff

i. CAO: Staff Training 2018

Council reviewed the Staff Training 2018 report.

Moved/Seconded

THAT the Information Report, “2018 Staff Training” be received.

CARRIED

ii. CAO: Surveillance Cameras

CAO DeJong noted that that this is a complicated area with sophisticated, expensive equipment involved and Council will need to carefully consider its objectives if there’s a desire to pursue any of the options or prioritize any of the locations. If further action is to be taken, he recommended an RFP requesting a review of Municipal objectives and proposed locations, a security plan with recommendations to meet those objectives, and a budget that would be required to fulfill the recommendations of the security plan.

The scope of the RFP could be limited to surveillance camera systems or security company patrols, or both, noting that security patrols might fulfill a wider scope of potential objectives.

Moved/Seconded

THAT the Surveillance Cameras report be tabled until the next strategic planning session or budget discussion.

CARRIED

Audio: 00:36

iii. CAO: Legal Status of Lands Commonly Known as the Glendale Avenue Lots

CAO DeJong outlined the legal status of the lots along Glendale Avenue, noting that Provincial staff was very helpful in assisting with the information provided in the report. As stated in the report, all of the lots have become highway right of way, with a portion vesting in the Province for arterial Highway 99 and the balance vesting in the Municipality as non-arterial highway and road right of way within Municipal boundaries. However, the preliminary view of staff is that there would be significant challenges to developing any of the land and there were no recommendations for follow up action.

Moved/Seconded

THAT the Information Report, “Legal Status of Lands Commonly Known as the Glendale Avenue Lots” be received.

CARRIED

Audio: 00:44

iv. CAO: North Shore Recycling Depot Agreement

The North Shore Recycling Depot is operated by Metro Vancouver on behalf of the North Shore communities of the District of West Vancouver, the District of North Vancouver and the City of North Vancouver, who fund the operation through the tipping fee bylaw of the Greater Vancouver Sewerage & Drainage District (GVSD). As Lions Bay is not a participant in the services provided by the GVSD, the Municipality is being asked to contribute \$1,500 per year which equals approximately Lions Bays’ portion of the cost of the facility on a per capita proportional basis (1%). The Agreement will mean that Metro Vancouver will provide information on the operations of the facility to the Village of Lions Bay and will engage Lions Bay on any changes to the operation of the depot. Lions Bay’s logo will be added to the signage for the depot.

Moved/Seconded

THAT the North Shore Recycling Depot Agreement between Metro Vancouver and the Village of Lions Bay (the “Municipality”) for a five year term commencing January 1, 2019, be approved.

CARRIED

Moved/Seconded

THAT the CAO, Peter DeJong, be authorized to execute the North Shore Recycling Depot Agreement.

CARRIED

v. CFO: 2018 Cash Flow Summary

CFO Rooke advised Council that the current cash flow has a sufficient amount of revenue and presents no issues between now and when the utility fees are due in March.

Moved/Seconded

THAT the Information Report “2018 Cash Flow Summary” be received for information purposes.

CARRIED

vi. CFO: Water Conservation Plan

Council expressed satisfaction with the Water Conservation Plan prepared by Urban Systems and approved the Plan.

Moved/Seconded

THAT the Lions Bay Water Conservation Plan be approved.

Moved/Seconded

THAT the motion be amended by inserting “dated September 2018” after the word “Plan”.

AMENDMENT CARRIED

THAT the main motion as amended be approved as follows:

THAT the Lions Bay Water Conservation Plan dated September 2018 be approved.

CARRIED

Audio: 01:00

vii. CAO: Community Signage Style Guide

Council reviewed the Community Signage Style Guide and agreed to approve option 2 by amending the Style Guide as to signage heights, being 7 feet to the bottom of the sign.

Moved/Seconded

THAT the Community Signage Style Guide be approved, as amended.

CARRIED

viii. CAO: Community Signage Content Guide

Council reviewed the Community Signage Content Guide and discussed how to handle amendments based on resident feedback. Council agreed to continue accepting feedback until Friday and the Mayor and CAO will proceed with finalization of the content guide.

Moved/Seconded

THAT Council give the Mayor and CAO authority to finalize the Community Signage Content Guide.

CARRIED

Audio: 01:07

ix. CAO: Harvey Tank Replacement Project Tender

CAO DeJong advised Council that the Request for Expression of Interest (RFEI) was unsuccessful in terms of being able to proceed with an interested party towards a contract for the Harvey Tank Replacement Project and that it would need to go out to tender. He stated that while AECOM was instructed to prepare a tender that provided all three options of either a glass-fused steel, regular conventional concrete, or pre-stressed concrete tank, it was ultimately determined that it would create too much uncertainty for contractors of either material type to bother submitting any bid. based on the cost difference of each type under the assumption the municipality would choose the lowest price bid. Staff recommended focusing on attracting as many compliant steel bids as possible by deleting the options of conventional or pre-stressed concrete.

Moved/Seconded

THAT the Information Report, “Harvey Tank Replacement Project Tender” be received; and

THAT staff be directed to issue a tender for a Glass-Fused Steel tank for the Harvey Tank Replacement Project.

CARRIED

B. Mayor

Mayor Buhr noted that the UBCM conference was time well spent and recommended the next Council all attend each year. CAO DeJong provided Council with preliminary notice of the LGLA conference in Richmond on January 15-17, 2019 and asked that next term's elected officials save the dates.

C. Council

None

Audio: 01:22

D. Committees

i. Trees, Views and Landscapes Committee – Tree App #89: 295 Oceanview Road
Council reviewed tree application #89 and approved the recommendation.

Moved/Seconded

THAT as requested, the applicant is permitted to carry out work as requested in the application, and expanded so that Village trees may be trimmed to maximize the applicant's view. Clean up and remove of all associated debris.

CARRIED

ii. Trees, Views and Landscapes Committee – Tree App #90: 195 Highview Place
Council reviewed tree application #90 and approved the recommendation.

Moved/Seconded

THAT as requested, the applicant is permitted to carry out work as requested in the application. Clean up and remove of all associated debris.

CARRIED

E. Emergency Services

None

9. Resolutions

None

10. Bylaws

A. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 551, 2018 - Adoption

Moved/Seconded

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 551, 2018 be adopted.

CARRIED

B. Council Remuneration Bylaw No. 552, 2018 – Three Readings

Council moved and seconded the recommended motion prior to reviewing it. Council noted that section 6 of the bylaw appeared twice, and debated the content of the second section 6 dealing with non-payments for three consecutive regular meeting absences. Ultimately, Council decided to delete the second section 6 as well as section 7, retaining section 8 as the renumbered section 7.

Moved/Seconded

THAT Council Remuneration Bylaw No. 552, 2018 be introduced and given first, second and third reading.

OPPOSED UNANIMOUSLY

Moved/Seconded

THAT Council Remuneration Bylaw No. 552, 2018 be introduced and given first, second and third reading, as amended by deleting the second section 6 as well as section 7, retaining section 8 as the renumbered section 7.

CARRIED

Audio: 01:42

11. Correspondence

A. List of Correspondence to September 13, 2018

Moved/Seconded

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

- G1: CFJB Red Tape Awareness Week 2019 – no response
- G2: Commercial Cannabis Production on Agricultural Land – no response
- G3: Review of the Auditor General for Local Government Act and Office – no response – CAO DeJong completing the survey sent to all CAOs.
- R1: Kambiz Azordegan – Signage – Mayor Buhr responded, no further response
- R2: David Waller – Lions Bay Signs – feedback accepted, no response
- R3: Mike Hurst – Comments on Style Guide – Mayor Buhr responded, no further response

CARRIED

B. Infrastructure Planning Grant Program Correspondence

Council congratulated staff on the Infrastructure Planning Grant Program award of \$10,000.

Moved/Seconded

THAT the Infrastructure Planning Grant Program correspondence be received with the CAO to respond to the letter from Iola Knight.

CARRIED

C. Additional Correspondence re: Community Signage Style Guide

Council received the correspondence regarding the Community Signage Style Guide.

Moved/Seconded

THAT the additional correspondence re: Community Signage Style Guide be received.

CARRIED

Audio: 01:49

12. New Business

A. Arts Council Municipal Grant

CAO DeJong advised Council that the Arts Council internally allocated \$600 towards the Eat Together event, subject to certain things as between the Arts Council and House Concerts, and are providing House Concerts with \$261. The Arts Council wishes to put the balance of what they internally allocated towards a different project which promotes art in youth. Council and staff had no issue with the Arts Council spending the money in this manner.

Moved/Seconded

THAT the Arts Council Municipal Grant verbal update be received.

CARRIED

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

Ms. Deirdre Bain

With respect to the delegation presented at the beginning of the meeting, Ms. Bain queried who would end up paying for trees to be cut down if they were deemed to be necessary. Council advised that they assume the requestor would pay for the associated costs.

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;
- 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;
- i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];

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

- b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

CARRIED

The meeting was closed to the public at 8:53 p.m.

The meeting was re-opened to the public at 9:08 p.m.

15. Reporting Out From Closed Portion of Meeting

Matters were discussed pertaining to the reasons for closing the meeting.

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 9:09 p.m.

Mayor

Corporate Officer

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

DRAFT

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Traffic and Parking Layouts for CN Lot, Sunset Lot and Central Lions Bay		
Author	Peter DeJong	Reviewed By:	
Date	September 25, 2018	Version	
Issued for	October 2, 2016 Regular Council Meeting		

Recommendation:

- (1) THAT the proposal of Millenia Architecture Corp dated August 30, 2018, be approved to be undertaken in the following order and subject to the following conditions:
- (a) CN Lot layout;
 - (b) Sunset Lot layout;
 - (c) Municipal Precinct layout up to but not including any survey work, pending cost estimates for such survey work and sufficient budget to proceed.
- (2) THAT the CAO be authorized to sign the accepted proposal on behalf of the Municipality.

Attachments:

- (1) Proposal of Millenia Architecture Corp dated August 30, 2018.

Key Information:

Proposals for traffic and parking layouts were sought from various architects and staff worked through preliminary ideas from two interested parties. Ultimately, only the proposal, from Millenia Architecture Corp, was finalized for submission to Council for consideration.

The proposal from Millenia is broken down by subject area (CN Lot, Sunset Lot, and Municipal Precinct) with prices for each totalling \$7,300 plus GST. Additionally, the proponent has identified that, while an existing survey can be used for the CN lot, and non-survey methods may suffice for the Sunset Lot, there will likely be a need for one or more surveys of the Municipal Precinct area. The proponent will work with staff on preliminary concepts first but, depending on the nature of any proposed changes to be ultimately accepted by Council, survey work would be required for detailed drawings. The costs associated with such survey work could be significant, depending upon the scope required.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Options:

- (1) Proceed with the work as proposed by Millenia Architecture Corp. subject to the recommendations above;
- (2) Proceed with the work as proposed by Millenia Architecture Corp. in a manner other than that suggested by Option 1;
- (3) Instruct staff otherwise.

Preferred Option: Proceed with Option 1.

Follow Up Action: Per Council direction.

REVISED AUGUST 30, 2018

The Municipality of the Village of Lions Bay

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

Atn : Peter DeJong, BA, LLB, CRM
Chief Administrative Office
cao@lionsbay.ca

re : **Village of Lions Bay Parking Areas and Municipal Precinct
PROPOSAL to provide Professional Services**

Thank you for the opportunity to submit our proposal for Design Services in the Revitalization and reconfiguration of the Parking areas identified In the July 16, 2018 Recommendation to Council from Mayor Karl Buhr. (received July 25)

We have visited the CN Lot, Sunset Parking Area, and Municipal Precinct, and have a good understanding of the physical parameters of the project.

In all 3 sub-projects we would work with Village of Lions Bay designated staff and Council to provide preliminary layouts for consideration, review and decisions of how best to move forward to a refined final design.

A base Survey will be required for the Municipal Precinct, but we can start the process walking the site with staff.

The CN lot survey provided is adequate for the design work and final documentation, with sub-base prep and paving design to be provided by others.

While the Sunset lot will require a base drawing of existing conditions, we can site measure and provide this as part of our scope. I have done a basic site measure adequate to start some preliminary studies. We will work with Public Works in refining design and installation details.

The Municipal Precinct will require a survey for detailed development, but the Village site plan and site review would allow us to start looking at the various aspects of the area.

We are familiar with the Village of Lions Bay Zoning and parking regulations and would be working to those standards unless a site condition suggests we might consider an acceptable alternative.

All areas will require consideration of grading, drainage, storm water management including options for permeable paving, permeable "rain garden" drainage areas, landscape potential, street furniture including seating and garbage receptacles

STUDY AREA

FEEs

A. CN LOT

- review site conditions with Village staff
- lay out preliminary plan based on sketch provided, including considerations for one-way angled parking, safety barriers, directional signage, etc
- lay out alternate options for consideration
- review with Village to confirm preferred design direction
- revise as required to final design in consultation with Public Works
- Final layout to include street furniture specification and landscape recommendations
- sub-base prep and Paving specification by others

\$ 1,800.00

...2

**Village of Lions Bay Parking Areas and Municipal Precinct
PROPOSAL to Provide Professional Service**

REV August 30, 2018 pg2

B. SUNSET PARKING LOT

- Review site conditions with Village staff to test potential to enlarge the space, including clearing back to the existing rock face/bank condition (may require retaining) and relocation of barriers to bank. A first look suggests that it will be challenging to develop adequate space for 90 degree parking to the Village standards.(There are precedents for reduced aisle widths with wider stalls)
- prepare preliminary layouts for review and consolidation to final preferred layout
- prepare final design in consultation with Public Works
- Final layout to include street furniture specification and landscape recommendations

\$ 1,900.00

C. MUNICIPAL PRECINCT

- review site conditions with Village staff, with reference to the recommendations in the Jul 16 letter.
- identify any additional potential or site conditions that will need to be addressed
- layout out preliminary plan for new layout of the area defined in the July 16 letter, including any areas that have multiple options.
- review with Village to confirm preferred options.
- Detailed design development with Public Works to Village Parking Bylaw, MUTCD and TAC standards
- Bus shelter assumed to be a Standard unit from Transit, using their standard details for the base pad and connections to the shelter.
- Final layout to include street furniture specification and landscape recommendations.

\$ 3,600.00

This Proposal is in accordance with the AIBC Bylaws, including especially (but not limited to) Bylaw 28 : Professional Engagement and Bylaw 34.16 ; the Tariff of Fees for Architectural Services ; and the Code of Ethics.
Millenia Architecture Corp carries Professional Liability Insurance under Travelers Insurance Company of Canada (administered by Jardine Lloyd Thompson) in the amount of \$1,000,000.00

Thank you for your consideration. Please feel free to contact me with any questions or clarifications.



Russ Meiklejohn

Peter DeJong, BA,LLB CRM CAO

Architect AIBC
President
Millenia Architecture Corp
604.921.7266
604.417.4356 mobile

Chief Operating Officer
Village of Lions Bay

88



smal. rec.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

Tree Cutting Application Form

All fields must be completed

Applicant's Full Name: Paula Pearson	
Address: 30 Lions Bay Avenue	
Phone: [REDACTED]	Email: [REDACTED]
Arborist/Contractor Name: Steve's Tree Service	
Phone: 778. 231-5091	Email:

Office Use Only	Tree Application Number: # 88
Received by: S. Loutel	Date: May 23/18
Amount Paid: 75w	Cash or Cheque: chq # 039
Application Complete? (Y/N) <input checked="" type="checkbox"/>	If no, reason: signed missing pg. - description of trees, location, etc. missing Neighbours response
Date referred to Public Works: May 25/18 / aug 31 *	Date returned by Public Works: (See attached comments) Aug 31/ *
Date Application to Tree Ctte: 9/14/18	Meeting Date:
Agenda forwarded to Tree Ctte:	Minutes received from Tree Ctte:
Council Agenda Date:	Council Decision:
Parties Notified:	
Date of Letter Notifying Applicant of Decision: (March 1-July 31: Arborist Certification Required)	Received Damage Deposit: Name of Arborist/Contractor: Proof of WorkSafe Certificate: Proof of Insurance (\$5 mil/VoLB Add'l Insured):
Permit Issued:	Post-work check by Public Works:
Damage Deposit Returned:	If not, reason:

Sept 7/18
*lets ok'd to send.

rec May 31



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Species/Description of Tree(s):

Cedar

Location of Tree(s):

30 Lions Bay Ave. (Blud Hedge)

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

Reason for Removal:

- Too close to property (foundation, garage, fence, etc.)
- Dead, dying or diseased
- Unattractive
- Blocking sunlight
- Attracting wildlife

- Interfering with infrastructure (roads, sidewalks, etc.)
- Leaves causing problems
- Blocking site access
- Affecting house value
- Hazardous
- Interfering with view

Please provide additional comments which may be useful:

Tidy up by squaring off top + front.

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

N/A



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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

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

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

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

Paula Pearson

A black rectangular redaction box covering the signature of Paula Pearson.

May 22/2018

Name of Applicant (Please Print)

Signature

Date Signed



— — —
Square off top of hedge to manure
Trim front to manure and square off



— Square off top of hedge to manure and make level
— Run front to manure and square off

Public Works Tree Cutting Referral Comments

Tree Cutting Application Number: #88
Name of Applicant: Paula Pearson
Address of Applicant: 30 Lions Bay Ave.
Location of Tree(s): road side at 30 Lions Bay Ave.
Clearly on Municipal Land: (Y/N) (If no, survey required at applicant's cost)
Location in Relation to Municipal Infrastructure (Present & Future): <input checked="" type="checkbox"/>
Location in Relation to Others' Infrastructure (Telus / Hydro Lines, etc.): <input checked="" type="checkbox"/>
Slope Stability Considerations: <input checked="" type="checkbox"/>
Replanting Required (Y/N and recommendations, if any): <input checked="" type="checkbox"/>
Other Considerations / Comments: <input checked="" type="checkbox"/>
Attachments (Y/N and Description): OK

Paula Pearson





THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Form letter for canvassing Affected Property Owners (print as many copies as may be necessary)

Date: 05/22/2018
 Affected Property Owner's Name: Brian de Boer
 Address: 20 LIONS BAY RD
 Email Address: [REDACTED]
 Phone Number: [REDACTED]

Dear BRIAN:

Re: **Tree Cutting Application**

RECEIVED
 MAY 25 2018
 - sent email

attached rec'd May 31

I intend to make an application for a permit to remove trees on municipal property and, as part of the application process, I am required to notify Affected Property Owners. The specifics of the application are as follows:

Location:	30 Lions Bay Avenue
Type(s) of Tree(s):	Cedar
Description of Work:	Square off top of hedge to make it even and trim the front to square off
Replanting Plan:	N/A



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Brian de Boer's response

Species/Description of Tree(s):
 CEDAR

Location of Tree(s):
 30 LIONS BAY AVENUE LININ THE BULWATS (HEDGE)

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

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

Please provide additional comments which may be useful:
 BRIAN
 NO. OBJECTIONS

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



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Rationale for Application:	Esthetics to fix the trimming job that Hydro did
----------------------------	--

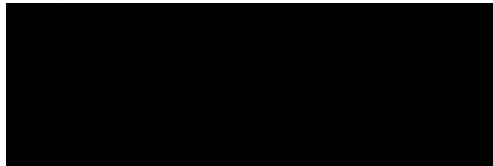
As you may be an Affected Property Owner, please accept this letter as notification of my application. I would appreciate if you would provide me with your written response as soon as possible, noting your support or any concerns regarding this work, so that I may forward your comments with my application package.

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

Thank you,

Paula Pearson

Applicant Name



Phone

Office use only:

- Confirm Affected Property Owner received notice of application
- Confirm Affected Property Owner's position on application details
Supportive Opposed Other

Name of Affected Property Owner spoken to by staff: Brian de Boer

Date verified by office staff: May 25 (euld)

Staff member name: JM



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Form letter for canvassing Affected Property Owners (print as many copies as may be necessary)

Date: May 22/2018

Affected Property Owner's Name: DAVID SIMMONDS

Address: 20 Seaview Place, Lions Bay

Email Address: [REDACTED]

Phone Number(s): [REDACTED]

Dear David:

Re: Tree Cutting Application

RECEIVED
 MAY 25 2018
Approval
Wendy
JM

I intend to make an application for a permit to remove trees on municipal property and, as part of the application process, I am required to notify Affected Property Owners. The specifics of the application are as follows:

Location:	30 Lions Bay Avenue
Type(s) of Tree(s):	Cedar
Description of Work:	Square off top of hedge to make it even and trim the front to square off
Replanting Plan:	N/A



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Rationale for Application:	Esthetics to fix the trimming job that Hydro did
----------------------------	--

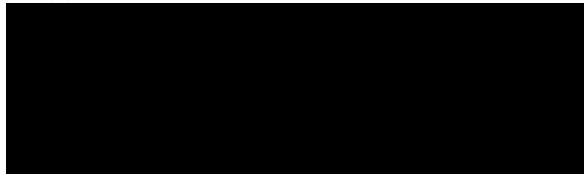
As you may be an Affected Property Owner, please accept this letter as notification of my application. I would appreciate if you would provide me with your written response as soon as possible, noting your support or any concerns regarding this work, so that I may forward your comments with my application package.

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

Thank you,

PALLA PERKSON

Applicant Name



Phone

Office use only:

- Confirm Affected Property Owner received notice of application
- Confirm Affected Property Owner's position on application details
 - Supportive Opposed Other

Name of Affected Property Owner spoken to by staff: David Simmons

Date verified by office staff: May 25/18

Staff member name: JM

RECEIVED
MAY 31 2018
firm rec'd.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Species/Description of Tree(s):
CEDAR

Location of Tree(s):
30 LIONS BAY AVENUE LINING THE BOULEVARD (HEDGE)

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

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

Please provide additional comments which may be useful:
DAVE SIMONS I'm fine with all the pruning that's been suggested!

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



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Form letter for canvassing Affected Property Owners (print as many copies as may be necessary)

Date: April 22, 2018

Affected Property Owner's Name: Gary Brown

Address: 42 Lions Bay Ave.

Email Address: _____

Phone Number(s): _____

Dear Gary:

Re: **Tree Cutting Application**

RECEIVED
MAY 25 2018
Approval Verified Jm.

I intend to make an application for a permit to remove trees on municipal property and, as part of the application process, I am required to notify Affected Property Owners. The specifics of the application are as follows:

Location:	30 Lions Bay Avenue
Type(s) of Tree(s):	Cedar
Description of Work:	Square off top of hedge to make it even and trim the front to square off
Replanting Plan:	N/A



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Rationale for Application:	Esthetics to fix the trimming job that Hydro did
----------------------------	--

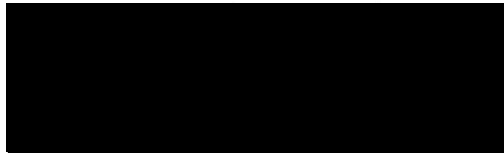
As you may be an Affected Property Owner, please accept this letter as notification of my application. I would appreciate if you would provide me with your written response as soon as possible, noting your support or any concerns regarding this work, so that I may forward your comments with my application package.

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

Thank you,

PAULA PEARSON

Applicant Name



Phone

Office use only:

- Confirm Affected Property Owner received notice of application
 - Confirm Affected Property Owner's position on application details
- Supportive Opposed Other

full support

Name of Affected Property Owner spoken to by staff: Gary Brown

Date verified by office staff: May 25/18

Staff member name: JM

RECEIVED
MAY 31 2018
for record.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Species/Description of Tree(s):
CEDAR

Location of Tree(s):
30 LIONS BAY AVENUE LINING THE BALCONIES (HEDGE)

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

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

Please provide additional comments which may be useful:
GARY BROWN

No objections. These trees are ugly and need trimming please.

George B.

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

N/A

Minutes of the Tree Committee meeting

September 24th, 2018

On-site @ 30 Lions Bay Avenue - #88

In attendance; Chair, Simon Waterson, Mike Jury, Jay Barber and Jim Cannell.

1. The meeting was called to order at 09:32 am.
2. Simon Waterson was appointed Recorder for the meeting.
3. The Agenda was approved unanimously.
4. The previous minutes from the meetings dated 7th September, 2018 were approved unanimously.
5. Old Business; None.
6. New Business; That the committee, or part of the committee, meet with the CAO
 - a. Tree Application #88 – 30 Lions Bay Avenue - moved by Jim Cannell; Seconded by Simon Waterson, that:

As requested, the applicant is permitted to carry out work as requested in the application, clean up and remove all associated debris.

7. Adjournment; - The meeting adjourned at 09:37 am.

Simon Waterson

Recorder



Royal Canadian Mounted Police Gendarmerie royale du Canada

Security Classification/Designation Classification/désignation sécuritaire

Unclassified

Inspector Kara TRIANCE
OIC Sea to Sky RCMP
1000 Finch Drive
Squamish, BC
V8B 0M5

Your File Votre référence

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

Our File Notre référence

2018-09-10

To Whom it May Concern,

Lions Bay Activity Report
Report period: July and August 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 63
Impaired Driving Investigations x 1
Collision - Damage Over / Under \$1000 / Non-fatal x 5
Collision - Fatal x 0
Parking Violations x 0
Other: all remaining call types x 7

76 Calls for Service

Lions Bay Village:

- Cause Disturbance/Breach of Peace x 3
911 - False/Abandoned x 3
False Alarms x 6
Suspicious Circumstances x 5
Theft of Vehicle / Theft from Motor Vehicle x 2
Theft under \$5000 x 2
Break and Enter Residence/Business x 1
Mischief x 1
Bylaw / Parking Violations x 5
Other Investigations (of which 6 Criminal Code) x 18

46 Calls for Service

Total = 122

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

Kind regards,

Handwritten signature of K. TRIANCE

K. (Kara) TRIANCE, O.3086 (Insp)
OIC Sea to Sky RCMP

/hm

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Council Remuneration Bylaw No. 552, 2018		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	September 28, 2018	Version	
Issued for	October 2, 2018 Regular Council Meeting		

RECOMMENDATION

THAT Council Remuneration Bylaw No. 552, 2018 be adopted.

ATTACHMENTS

1. Draft Council Remuneration Bylaw No. 552, 2018

KEY INFORMATION

At the September 4, 2018 Council Meeting, staff presented a report recommending increases in Councils' salaries to offset the elimination of the tax free allowance. Council passed a resolution at the meeting to increase the Mayor's annual salary to \$15,702.16 and the Councillors' annual salaries to \$7,851.08 effective January 1, 2019. As a result of this change, Council Remuneration Bylaw No. 552, 2018 has been prepared to reflect the new salaries. At the September 18, 2018 Council Meeting, the draft bylaw was amended and given three readings.

OPTIONS

1. Adopt the bylaw;
2. Rescind third reading, amend the bylaw and then re-read a third time;
3. Send the bylaw back to staff with other instructions.

PREFERRED OPTION

Adopt the bylaw.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

FOLLOW UP ACTION

Mayor and Council's new salaries will be effective January 1, 2019 and paid on the January 18, 2019 payroll.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Council Remuneration Bylaw Bylaw No. 552, 2018

Adopted: October xx, 2018

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

Council Remuneration Bylaw No. 552, 2018

A bylaw to provide for the payment of remuneration to the Mayor and Councillors of the Village of Lions Bay.

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

1. Village of Lions Bay Council Remuneration Bylaw No. 477, 2015 is hereby repealed.
2. This bylaw may be cited for all purposes as the "Council Remuneration Bylaw No. 552, 2018".
3. Effective January 1, 2019, the Mayor shall be paid the annual sum of \$15,702.16.
4. Effective January 1, 2019, each Councillor shall be paid the annual sum of \$7,851.08.
5. Mayor and Councillor remuneration increases shall be made annually effective the first day of January and shall be based on the percentage the BC Consumer Price Index (CPI) increased over the previous calendar year, multiplied by the Mayor and Councillor salaries for the previous calendar year.
6. In the event the CPI decreases over the previous calendar year, Mayor and Councillor remuneration shall remain unchanged.
7. This bylaw comes into effect on January 1, 2019.

READ A FIRST TIME this 18 day of September, 2018

READ A SECOND TIME this 18 day of September, 2018

READ A THIRD TIME this 18 day of September, 2018

ADOPTED this ____ day of October, 2018

Mayor

Corporate Officer

Corporate Officer

Certified a true copy of
Bylaw No. 552, 2018
as adopted.

Intentionally Blank

ON-TABLE ITEMS

The Oceanview Rd stormwater culvert issue.

We, the Infrastructure Committee (IC), learned that the original culvert from Oceanview to Rundle Creek was rotted out so it was abandoned and blocked with a concrete slurry. (And redirected flow through what is now the big black pipe).

The IC agreed that rather than mess around with further bandaid solutions involving the black pipe and drainage implications further down Oceanview Rd, the technically right thing to do is to reinstate drainage through the culvert to Rundle Creek if possible. We also acknowledged, however, that 'technically right' may not necessarily be financially feasible or practical. We need to determine if it is.

If we can use the existing culvert by re-lining it, and avoid digging up a resident's garden, it may be feasible.

"Therefore the IC recommends to Council that Staff should determine how far into the end of the old culvert the concrete plug extends. If it's just a short plug that can be hammered and broken out then the remainder of the culvert can be accessed and re-lined. If most of, or the entire length of the culvert is full of concrete then it cannot be re-used and another option would be required."