



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, FEBRUARY 5, 2019 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott
Councillor Fred Bain
Councillor Norm Barmeier
Councillor Jaime Cunliffe

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

Delegations: 0

Public: 2

1. Call to Order

Mayor McLaughlin called the meeting to order at 7:05 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT item 8Av – CFO: BDO Presentation of Audit – Set Date and Time be added; and
THAT item 8Avi – CFO: Verbal Report re. Municipal Grant Presentations be added; and
THAT item 8Avii – CAO: Verbal Report re. UBCM Resolutions 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 – January 22, 2019

The following was amended:

- The meeting date in the header should be changed to January 22, 2019;
- Item 8Aiv – at the end of the paragraph, it should read “sewer at 5% and solid waste at 1.5%, and the last line of the resolution should read “increases of 5%, 5% and 1.5% respectively.”
- Item 4A – change the spelling of the name Faro Azordegan to Farah Azordegan in the title, in the first sentence add an “s” to the end of “household”, in the second sentence add a “d” to the end of “provide”, and in the 3rd paragraph, add an “apostrophe s” to the end of “Council”;
- Item 8Bvi – the following text was missing after the title: “Discussion between Lions Bay and North Shore Mayors as to who would be the representative.”

Moved/Seconded

THAT the Regular Council Meeting Minutes of January 22, 2019 be approved as amended.

CARRIED

6. **Business Arising from the Minutes**

The following was discussed:

- Mayor McLaughlin queried the status of the “quiet paving” schedule on Highway 99.
- Use of s.90(1)(n) as a ground for closing – Councillor Abbott suggested that this provision be used more often by Council to discuss whether or not a matter should remain in closed or be moved to the open agenda, per the recommendations of the Ombudsperson’s Report on Best Practices for Closed Meetings.
- Encroachment Agreement – Councillor Abbot suggested that passage of this item seemed very rushed with little time for Council to review thoroughly. CAO DeJong noted that staff is cognizant first and foremost of the need to protect the Municipality’s interest in the boulevard, but provided that interest is protected, there is ample opportunity to revisit any Municipal requirements at any time in the future.
- Communications – Councillor Abbott suggested more efficiency on Village website and feedback forms.
- Councillor Abbott queried whether staff had a report on the Emergency Notification System webinar.

Audio: 00:22

7. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Action
67	January 22, 2019	G8: International Day for the Elimination of Racial Discrimination – Staff to follow up with Ms. Simons to book the event	[In progress]
68	January 22, 2019	G9: 2019 Premier’s Awards for Excellence in Education – Councillor Cunliffe will inquire with the school PAC if there are any nomination potentialities.	[In progress]

8. Reports

A. Staff

i. PWM: Information Report – Kelvin Grove Wastewater Treatment Plant Annual Report

PWM Jaffer highlighted on key points regarding the Wastewater Treatment Plant Annual Report, noting all parameters were within the allowable limits. There was some wear on the sprocket and chain and a replacement has been ordered. No other significant issues were found.

Moved/Seconded

THAT the Information Report, “Kelvin Grove Wastewater Treatment Plant Annual Report for 2018” be received.

CARRIED

Audio: 00:25

ii. CAO: Direction Request – Kelvin Grove Wastewater Treatment Plant Replacement

CAO DeJong advised Council that the treatment plant is nearing the end of its life, operating at about 90% with an expectancy of approximately 5-10 years remaining. Since the attached report to Council was written, there was a catastrophic failure of one of the media packs. PWM Jaffer explained that the Ministry of Environment has been contacted to report that the plant is currently not operational and that we will likely soon be non-compliant with our permit. Council discussed at length their options for proceeding with an engineering study on the replacement of the treatment plant and who should be responsible for covering the cost of the study.

Moved/Seconded

THAT staff proceed with an RFP for an engineering study for replacement of the Kelvin Grove Wastewater Treatment Plant with the objectives of meeting provincial ministry requirements and regulations and addressing the potential for an incrementally expandable model to service the whole Village in the options to be provided by the study.

CARRIED

Moved/Seconded

THAT the engineering study for replacement of the Kelvin Grove Wastewater Treatment Plant be funded from the sewer reserve, less staff's best efforts on grant funding for the study.

CARRIED

Audio: 01:26

iii. CFO: 2019 Draft Water, Solid Waste and Sewer Budgets

CFO Rooke provided an updated copy of the draft sewer budget on-table and explained the changes. It was noted that with respect to the sudden Kelvin Grove Wastewater Treatment Plant expenses, a budget amendment drawn from reserves would be brought forward at the time it is expensed.

Moved/Seconded

THAT the report "2019 Draft Water, Solid Waste and Sewer Budgets" be received for information purposes.

CARRIED

iv. PWM: Award of Oceanview Drainage Study

This item was tabled until returning from the closed portion of the meeting to discuss confidential aspects of the item in closed. See Item 15 – Reporting Out From Closed Portion of Meeting.

Audio: 01:38

v. CFO: BDO Presentation of Audit – Set Date and Time

BDO will present the audit report to Council at a CSC meeting on May 7th in the evening.

vi. CFO: Verbal Report re. Municipal Grant Presentations

CFO Rooke queried whether Council would prefer the municipal grant applicants who requested an amount over \$1500, being the Events Committee and the Seniors Social Circle, to present to Council or whether viewing their application would suffice. Council agreed they would prefer to hear their presentations.

v. CAO: Verbal Report re. UBCM Resolutions

CAO DeJong advised Council that if they wished to see a particular resolution advanced to UBCM, it first goes through the Lower Mainland Local Government Association (LMLGA) and that the deadline for submitting resolutions to the LMLGA is March 15th. He suggested Council give thought to the matter and ask any questions about potential resolutions and what they should entail before the next meeting.

Audio: 01:49

B. Mayor

i. Canada Day

The Events Committee would prefer not to do the traditional Canada Day celebration, which in the past included the presentations of awards in the morning and speeches from dignitaries, followed by a bouncy castle, face painting, BBQ and various other events during the day, leading into the fireworks in the evening. They would prefer to begin in the early evening and organize the ceremony, a bring-your-own-dinner and fireworks celebration. Council discussed the idea of asking other volunteer groups in the Village who may be interested in taking on the daytime celebration instead and will revisit the matter again soon.

ii. Volunteer Week Celebration Update (Verbal)

Councillor Cunliffe reported that she had not made any progress on the Volunteer Week celebration. It was requested to add to the agenda again for the first meeting in March.

iii. “New to the Village” Celebration Update (Verbal)

No progress had been made. This item to be added to the first meeting in March.

C. Council

None

Audio: 01:58

D. Committees

i. Memorial Committee: Report on the Direction of the Memorial Committee’s Project

Councillor Bain updated Council on the Memorial Committee’s idea to have a cairn made of split granite rock and installed on a concrete pad located in front of the Village office by the flags for highest visibility. CAO DeJong had concerns about the location and suggested an alternative location outside Broughton Hall. Councillor Bain will bring the suggestion back to the Memorial Committee.

Moved/Seconded

THAT Council receive the report on the Remembrance Day Cairn for information and take back further location suggestions to the committee; and

THAT a budget of \$3,000 come forward in the upcoming budget presentations.

CARRIED

E. Emergency Services

None

9. Resolutions

None

Audio: 02:10

10. Bylaws

A. Utility User Rate Amendment Bylaws No. 557, 558 and 559

Moved/Seconded

1) THAT Water Rates and Regulations Bylaw No. 2, 1971, Amendment Bylaw No. 557, 2019 be read a first, second and third time.

CARRIED

2) THAT Sewer User Rates Bylaw No. 122, 1984, Amendment Bylaw No. 558, 2019 be read a first, second and third time.

CARRIED

3) THAT Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 559, 2019 be read a first, second and third time.

CARRIED

Audio: 02:15

11. Correspondence

A. List of Correspondence to January 31, 2019

Moved/Seconded

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

- G1: Recycling Council of BC Annual Zero Waste/Circular Economy Conference 2019 – no response
- G2: Pacific Animal Foundation – no response
- G3: Invitation to North Shore Food Charter Planning Session – no response
- R1: Pat Craig – Beach Park Renewal – Mayor McLaughlin 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:

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;

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;

CARRIED

The meeting was closed to the public at 9:21 p.m.

The meeting was re-opened to the public at 10:53 p.m.

15. Reporting Out From Closed Portion of Meeting

Council approved a Temporary Aid Agreement with the SLRD in respect of the Britannia Beach Volunteer Fire Department at the Special Meeting continuation on January 31, 2019.

TABLED ITEM 8Aiv – Award of Oceanview Drainage Study

Moved/Seconded

THAT Council approve the award of the Oceanview Drainage Analysis and Engineering Design project to ISL Engineering and Land Services Ltd. in the amount of \$15,970; and

THAT the CAO be authorized to execute contract documents, amended to clarify maximum payments in accordance with the scope of work required up to the amount of \$15,970, not including GST; and

THAT the work be funded from the Public Works operational budget.

CARRIED

16. Adjournment
Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10:55 p.m.

Mayor

Corporate Officer

Date Approved by Council:	February 19, 2019
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