



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, OCTOBER 15, 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 Jaime Cunliffe

Regrets: Councillor Norm Barmeier

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer
Executive Assistant Nicole Dumas (Recorder)

Delegations: 0

Public: 3

1. Call to Order

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

2. Adoption of Agenda

Moved/Seconded

THAT item 8Av – CAO: Surrey Fire Dispatch Service Contract Renewal be struck from the agenda; and

THAT item 8Avi – PWM: Kelvin Grove Wastewater Treatment Plant Update and Letter to Community Gardeners re. Impacts be added; and

THAT item 8Biii – “Strategic Planning – Dates” be amended by adding “and Procedure”; and

THAT the agenda be adopted, as amended.

CARRIED

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

A. Bill Srigley of 205 Panorama Place and Stewart Nimmo of 202 Panorama Place

- Appearing due to new parking regulations on Panorama Place
- Dead end street so there's no "flow of traffic" to deal with
- No previous issues with parking in 37 years
- Lost parking spaces for the homes along the lower side of street
- Concern over parking when snow arrives
- Lions Bay is a bedroom community and many homes have several cars
- Need consultation with people who live on the street regarding challenges (ie. tight turns, blind corners, snow, parking)
- Requested that the sign in front of Nimmo's house be removed, and the arrow pointing up at end of road cul-de-sac be removed

Public Works Manager and CAO to follow up by November 2, 2019

Audio: 00:9:50

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

None

5. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – September 17, 2019

THAT Page 7B second bullet point be amended to add word "approval" before the word "process".

Moved/Seconded

THAT the Regular Council Meeting Minutes of September 17, 2019 be approved as amended.

CARRIED

B. Regular Council Meeting – October 1, 2019

THAT Page 5A second bullet point be amended to add word "approval" before the word "process".

Moved/Seconded

THAT the Regular Council Meeting Minutes of October 1, 2019 be approved as amended.

CARRIED

Audio: 00:12:30

6. Business Arising from the Minutes

A. "Regular Council Meeting Minutes – September 17, 2019"

Resolution re: Federal All Candidates Meeting

- Query on status: Advised organizers but received no response.

7. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Action
104	September 17, 2019	G2: Letter from Minister of Public Safety re. Speeding on Sea to sky – CAO DeJong to contact the CAO's of Squamish, Whistler and Pemberton	In Progress
105	September 17, 2019	G6: Request for Garbage Fees to be Waived for Home Dialysis Treatment – PWM Jaffer to provide information in the Village Update	In Progress
111	September 17, 2019	Metro Vancouver Woodburning Bylaw Update – Councillor Abbott to prepare an update for inclusion in the Village Update.	Completed
112	October 1, 2019	G2: Council of Councils – October 26, 2019 – Councillor Bain to advise Metro Vancouver of his intention to attend	Completed: Councillor Bain Mayor McLaughlin and Councillor Abbott attending
113	October 1, 2019	R1: Roy Matthias – Proposed Unobstructed View Bylaw vs. Privacy – Acting Mayor Cunliffe to respond	In Progress: No contact information – CAO to provide
114	October 1, 2019	R3: Julie and Rob Kemp – Proposed View Bylaw vs. Privacy – Acting Mayor Cunliffe to respond	In Progress: No contact information – CAO to provide

Audio: 00:17:30

8. Reports

A. Staff

i. CAO: Commercial Filming Policy No. 2019-02

- General overview of new draft filming policy given by CAO DeJong.
- Policy combines objectives of 2009 & 2014 filming policies and sets out a method to meet those objectives with minimal inconvenience to residents while fully recouping direct and indirect costs.
- Security deposit has been upped to \$10,000 to cover potential for damage.
- Application and approval process set at 3 weeks.
- Village Manager to be in position to issue filming permit after all prerequisites met (provided no variance required ie. Outside day time hours or over multiple days)

- Polling requirements:
 - 3 or fewer consecutive days (daytime only) requires only notification letter. Residents have 7 days for feedback or concerns. Feedback to be reviewed and concern allayed or can be more carefully considered.
 - More than 3 consecutive days (or at night) requires a polling notification letter. 4 attempts must be made for response from residents.
 - Threshold set at 15%.
- Survey indicated that general opposition only 8 – 10 people, as long as efforts made to mitigate impact on residents
- Threshold intended to set apart filming that is truly impactful on the community
- Item 3.5 requires an item (c) added to reflect filming over 5 days gets referred to Council
- 4.4 is listed twice, second 4.4 to be corrected to read 4.5
- New 4.5: “Subject to any variances granted by Council” to be struck
- “Daytime hours” amended from 7 am – 10 pm to be 7am to 7pm

Audio: 00:37:13

Moved/Seconded

(1) THAT the draft Commercial Filming Policy No. 2019-02 (and reference documents) be received;

(2) THAT the draft Commercial Filming Policy No. 2019-02 (and reference documents) be posted as amended to the Municipal website and to the Village Update for the next two weeks with an invitation to all residents to “have their say” by providing their feedback on the draft Policy through the Municipal website; and

(3) THAT staff bring the draft Commercial Filming Policy No. 2019-02 back to the November 5, 2019 Council meeting, along with a report reviewing the public feedback received.

CARRIED

Audio: 01:01:00

ii. CFO: 2019 Preliminary Third Quarter Review

- General discussion regarding budget items within the report
- Not all September expenses are in (i.e. parking fines still coming in)
- Soiree funds only show direct donations, fundraised monies to come in via committee in lump sum cheque
- Charging interest on radio lease and road debt to public works

Moved/Seconded

THAT the report “2019 Preliminary Third Quarter Review” be received for information purposes; and

THAT the Chief Financial Officer include a communications piece for the next Village Update.

CARRIED

Audio: 01:19:34

iii. CFO: Accounts Payable Cheque Listing

- Questions were asked regarding LBFR department reimbursements paid on account of liquor. The CFO distinguished the reimbursement of training meals (from the taxpayer funded fire department budget) vs. reimbursement of liquor expenses (from the fire department's fundraising efforts).
- Comment made that vehicle lease return damage expenses seemed high – considering 5 years is low
- CFO noted that repayment of the infiltration gallery grant was included in the 2019 budget

Moved/Seconded

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

CARRIED

Audio: 01:28:45

iv. Emergency Program Committee – Council Appointments (Mayor and 2 Councillors)

- Draft bylaw (at second reading) calls for Mayor and 2 councillors to sit in addition to required members

Moved/Seconded

THAT the Mayor and Councillors Bain and Abbott be appointed to sit on the Emergency Program Committee for the balance of their terms.

CARRIED

v. PWM: Kelvin Grove Wastewater Treatment Plant Update and Letter to Community Gardeners re. Impacts

- Ministry of the Environment requires that all wastewater be treated before it goes into the ocean
- Must therefore have temporary treatment plant in place during construction of replacement plant
- Community Gardens are most suitable site for temporary wastewater plant and fees can be waived if 2020 growing season lost
- Tender to be put out at beginning of November and closed at end of November
- January start for 2.5/3 months or more

B. Mayor

- Thanks to everyone for sitting in their chairs for a year
- Thank you to dedicated and professional staff

i. Remembrance Day Celebration

- Nicole making arrangements
- Reveal on Thurs or Fri before ceremony in VU

ii. Electoral Area A – Provision of Fire Services Study

- Went to Electoral Area A Committee meeting – recommendation will go to Metro Board
- Input for study provided by Lions Bay

iii. Strategic Planning Session – Dates and Procedure

- First choice: Nov 25/26 Mon/Tues
- Second choice: Nov 18/19 Mon/Tues
- Start at 5:30, Council arrive at 5 – eat and spend 4 hrs
- Could cancel Council meeting if required
- Could set aside first hour of second day for Closed portion of meeting, if required

Moved/Seconded

THAT the Council of the Village of Lions Bay hereby resolves that:

In accordance with the *Community Charter (CC)* Section 89, the Lions Bay Procedures Bylaw No. 476, 2015 and as amended by Bylaw No. 529, 2017, and the Ombudsperson's Special Report No. 34 – *Open Meetings: Best Practises Guide for Local Governments*, that CSC meetings be open to the public except where agenda items meet the requirements of the *CC* Section 90 to be considered *in camera*; and

CARRIED

Audio: 01:53:55

iv. Howe Sound Community Forum October 25th

- Mayor McLaughlin and CAO DeJong meeting with Translink in New Westminster that day regarding transit improvements for Lions Bay (Councillor Cunliffe will attend)

C. Council

None

D. Committees

None

E. Emergency Services

i. Monthly RCMP Report

Moved/Seconded

THAT the monthly RCMP report be received for information.

CARRIED

9. Resolutions

A. CRI Grant Resolution

- Need an updated plan that is more in line with current thinking

Moved/Seconded

THAT an application be submitted under the Community Resiliency Investment program for a “2020 FireSmart Community Funding & Supports” grant for the purpose of funding the creation of a new Community Wildfire Protection Plan to support increased wildfire interface resiliency planning for the Village of Lions Bay, with overall grant management to be provided by the Village of Lions Bay.

CARRIED

Audio 2:01

10. Bylaws

None

11. Correspondence

A. List of Correspondence to October 10, 2019

Moved/Seconded

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

- G1: Letter re. Minister of Children and Family Development – Received
- G2: Reviewable Projects Regulation – Received
- G3: Climate Leaders Institute – Councillor Cunliffe to respond
- G4: Support Letter for Passenger Transportation Act – Received

CARRIED

12. New Business

None

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

Dierdre Bain

- Pointed out that on Page 54, Note 1 - §12.3 should be amended by adding a “K”

14. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

A. Personnel

B. Development Matter

Moved/Seconded

THAT, in the view of Council, negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

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;
- 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;
- n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

CARRIED

Council does not anticipate reconvening the open meeting for any purpose other than to adjourn the meeting generally and report out if applicable.

The meeting was closed to the public at 9:10 p.m.

Nicole Dumas left the meeting at 9:10 p.m. CAO DeJong assumed the role of recorder.

The meeting was re-opened to the public at 9:59 p.m.

15. Reporting Out From Closed Portion of Meeting

The following two resolutions were reported out from the October 1, 2019 Closed meeting:

That Council instructs staff to follow the Tree Bylaw.

CARRIED

That Council requests staff to include a discussion on amendments to the Tree Bylaw on the agenda of the strategic planning session.

CARRIED

OPPOSED: CLR. ABBOTT

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10:00 p.m.

Mayor

Corporate Officer

Date Approved by Council:	November 5, 2019
---------------------------	------------------