



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, DECEMBER 17, 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
Recording Secretary Carol Lee

Delegations: 0

Public: 0

1. Call to Order

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

2. Adoption of Agenda

Moved/Seconded

- (1) THAT Item 11 R2 – on table correspondence be added; and
- (2) 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 – December 3, 2019

Moved/Seconded

THAT the Regular Council Meeting Minutes of December 3, 2019 be approved as circulated.

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
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 back to Council.	Mayor McLaughlin to contact the RCMP in addition to the Mayor of Squamish.
118	November 19, 2019	R2: Ian Mackie re: Air Quality in Lions Bay – Received; Mayor to respond	Completed.
119	December 3, 2019	G2: Order of BC – 2020 Call for Nominations – Staff to include in the next Village Update	Completed.
120	December 3, 2019	R1: Ian Mackie re: Air Quality – Mayor to respond	Completed.

Audio: 00:08

8. Reports

A. Staff

i. CAO: 2020 Council Meeting Schedule

CAO DeJong referenced the proposed 2020 Council Meeting schedule and highlighted:

- The rationale for proposing to shift the Council meeting dates in January, February and March 2020 to the second and fourth Tuesdays of the month
- The opportunity to lengthen the time between meetings in June and July 2020
- Suggestion to cancel the first meeting in September 2020
- Three options for the fall 2020 schedule of meetings.

Discussion ensued on:

- The need to accommodate a strategy meeting in November 2020 within the approved schedule

- There will be a significant amount of business for Council consideration in the first quarter 2020
- A request to maintain the current schedule of holding Council meetings on the first and third Tuesdays of each month, as residents expect Council meetings to be held on these days, and to hold Special Council meetings, as required.
- There is sufficient time to provide notice to residents of the schedule change:
 - Suggestion to make the schedule change more prominent in the Village Update
- The need to provide more time between meetings to allow staff to work on substantive matters.

Moved/Seconded

- (1) THAT Council schedule the first 2020 Council meeting on January 14, 2020; and
- (2) THAT Council table the balance of the Council meeting dates for 2020 until January 14, 2020.

CARRIED

Audio: 00:23

ii. PWM: 210 Panorama Road Encroachment Agreement and Section 219 Covenant
PWM Jaffer reviewed the report provided with the agenda material.

CAO DeJong drew Council's attention to the standard practice of dealing with natural hazards and slope stability assessment described in the SFA Geotechnical Engineering report provided with the agenda material.

It was noted that the address in the design drawings should be corrected.

Moved/Seconded

- (1) THAT the Municipality enter into an Encroachment Agreement with the Owners of 210 Panorama Road in substantially the same form as the draft Agreement attached to this report;
- (2) THAT the said Encroachment be registered against the property at 210 Panorama Road in the Land Title Office by way of a Section 219 Covenant in substantially the same form as the draft attached to this report; and
- (3) THAT the CAO and Mayor be authorized to execute both the Licence of Occupation and Section 219 Covenant.

CARRIED

Audio: 00:30

iii. PWM: 240 Oceanview Road Encroachment Agreement and Section 219 Covenant

PWM Jaffer reviewed the report provided with the agenda material.

Discussion ensued on:

- The neighbours' concerns with the appearance of the driveway design have been addressed.
- The trees are planted in natural soil and there is no impact on the roots.

Moved/Seconded

- (1) THAT the Municipality enter into a new Encroachment Agreement and Section 219 Covenant with the Owners of 240 Oceanview Road in substantially the same form as the draft Agreement and Covenant attached to this report;
- (2) THAT the said Section 219 Covenant be registered against the property at 240 Oceanview Road in the Land Title Office; and
- (3) THAT the CAO and Mayor be authorized to execute both the Encroachment Agreement and the Section 219 Covenant.

CARRIED

Audio: 00:37

iv. DEPC: Emergency Plan and Annexes

CAO DeJong referenced the draft Lions Bay Emergency Plan 2019 and annexes provided with the agenda material and advised that the documents have been reviewed by the Emergency Program Committee.

Staff was requested to add the Recovery Annex to the list of annexes, when it is completed.

Moved/Seconded

- (1) THAT Council adopt the draft 2019 Lions Bay Emergency Plan as the official Emergency Plan for the Village of Lions Bay, with the addition of the Recovery Annex when it is completed;
- (2) THAT Council adopt the draft EOC Annex as a supporting document to the 2019 Lions Bay Emergency Plan to guide the activation and operation of an Emergency Operations Centre in the event of an emergency or disaster;
- (3) THAT Council adopt the draft Emergency Support Services (ESS) Annex as a supporting document to the 2019 Lions Bay Emergency Plan to guide the operations of ESS activities within the Village of Lions Bay; and
- (4) THAT Council adopt the draft External Contacts Annex as a supporting document to the 2019 Lions Bay Emergency Plan.

CARRIED

Audio: 00:44

v. DEPC: Information Report – Lions Bay Alert

CAO DeJong reviewed the information report provided with the agenda material and noted the goal of having the vast majority of Lions Bay residents signed up.

Discussion ensued on:

- The number of residents completing the sign-up process increases with each reminder
- Suggestion that a goal of 800 residents being signed up would be a reasonable goal
- Suggestion to contact Gleneagles Elementary and Rockridge High Schools to reach intermediate school-aged children
- Privacy provisions prevent the Village Update email list being used directly to invite residents to sign up for the Lions Bay Alert
- Mayor McLaughlin will include an invitation with a link to the sign-up page in the January 2020 Village Update.

Moved/Seconded

THAT the Information Report, “Lions Bay Alert Update” be received.

CARRIED

Audio: 00:52

vi. CAO: Website and Village Update Content Policy No. 1704

CAO DeJong reviewed the proposed amendments to the Website and Village Update Content Policy No. 1704 to allow volunteer and community groups to include a simple acknowledgement to their sponsors in the Village Update.

Moved/Seconded

THAT the “Website and Village Update Policy No. 1704” be amended in accordance with the track changes version of the policy attached this report.

CARRIED

Audio: 00:57

B. Mayor

None

C. Council

None

D. Committees

None

E. Emergency Services

None

9. Resolutions

None

10. Bylaws

A. Emergency Bylaw No. 566, 2019 – Adoption

Moved/Seconded

THAT Emergency Plan Bylaw No. 566, 2019 be adopted.

CARRIED

Audio: 00:58

B. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 567, 2019 - Adoption

CAO DeJong highlighted the changes as at third reading of Fees Bylaw No. 497, 2016, Amendment Bylaw No. 567, 2019.

Moved/Seconded

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 567, 2019 be adopted.

CARRIED

Audio: 01:00

11. Correspondence

A. List of Correspondence to September 26, 2019

Moved/Seconded

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

- G1: Metro Vancouver 2040 – Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1295, 2019. – To be considered by the Climate Action Task Force
- R1: Trevor Luciuk – Wood Burning – Councillor Abbott to respond
- R2: Penny Nelson (provided on table) –SBA/Synergy to respond as part of the official consultation process

12. New Business

None

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

None

14. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Disposition of Land
- B. Citizen of the Year and Citizen of Distinction Awards
- C. Proposed New Award
- D. Legal Matter.

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:

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

g) litigation or potential litigation affecting the municipality;

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

CARRIED

Mayor McLaughlin advised that Council does not anticipate reconvening the open meeting for any purpose other than to adjourn the meeting generally.

The meeting was closed to the public at 8:18 p.m.

The meeting was reopened to the public at 8:54 p.m.

15. Reporting Out from Closed Portion of Meeting

Mayor McLaughlin reported that staff was directed to advertise the call for nominations for the Citizen of the Year and Citizen of Distinction Awards in the edition of the Village Update to be published on January 10, 2020.

16. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:55 pm.

Mayor

Corporate Officer

Date Approved by Council:

January 14, 2020