



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, APRIL 21, 2020 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND ELECTRONICALLY VIA ZOOM**

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott (via video conference)
Councillor Fred Bain (via video conference)
Councillor Norm Barmeier (via video conference)
Councillor Jaime Cunliffe (via video conference)

Staff: Chief Administrative Officer Peter DeJong (via video conference)
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer (via video conference)
Municipal Coordinator Karla Duarte (Recorder)

Delegations: 0

Public: 1 (via video conference)

1. Call to Order

Mayor McLaughlin called the meeting to order at 7:10 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT

- 1) Item 7Bi - Howe Sound Community Forum, be added
- 2) Item 7Ci – Electric Vehicle (EV) Grant Update, be added
- 3) 8B - Bylaw Enforcement Officer Appointment, be added
- 4) the agenda be adopted, as amended.

CARRIED

Audio 00:1:40

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

None

4. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – April 7, 2020

The following amendments to the draft minutes of the April 7, 2020 Regular Council meeting were identified:

Page 5, Item 7Dii – Add a record of Councillor Abbott’s opposition to the resolution.

Moved/Seconded

THAT the Regular Council Meeting Minutes of April 7, 2020 be approved, as amended.

CARRIED
Audio 00:3:25

5. Business Arising from the Minutes

None

6. 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 – Mayor McLaughlin following up with Squamish Mayor & RCMP. | Mayor McLaughlin to maintain contact |
| 122 | April 7, 2020 | R4: Gary Brown – request for traffic calming | Completed |
| 123 | April 7, 2020 | R2: Charlie Bradbury re: parking | Completed |
| 124 | April 7, 2020 | R3: Liz Bell re: parking | Completed |

Audio 00:4:15

7. Reports

A. Staff

i. CAO: Parking and Bylaw Enforcement Report – verbal update

CAO DeJong provided an overview of bylaw enforcement observations at several sites throughout the Village and noted:

- continuing to speak with RCMP
- continuing to explore enforcement options with the Ministry of Transportation and Infrastructure (MOTI)
- implications of parking lot closures may be putting pressure on other areas
- consideration of inadvertent consequences of closures
- Bylaw Officer employee update

Discussion ensued on:

- length of time parking has been in place – early days
- bylaw officer role in education of public
- MOTI parking lot
- signage is effective
- school fields may become a bigger problem

Audio 00:26:40

ii. CAO: COVID-19 Interim Building Permit and Inspection Policy

CAO DeJong introduced the Interim Building Permit and Inspection Policy noting that:

- all jurisdictions have had to consider the implications of physical distancing on building inspection services
- the policy was drafted based on methods implemented by other municipalities and recommendations by WorkSafe BC and other authorities
- the policy has been reviewed by the Municipal Insurance Association, legal Council and staff
- the policy helps protect Municipality, staff, building contractors and their workers

Discussion ensued on:

- building inspection – efficiency for the future
- Section 10 of the policy – suggestion to change back to read “*minimum two-metre separation*”
- Section 4 of the policy and options for attendance by interested parties – CAO to discuss further with legal counsel

The following amendments to Council Policy POL – 20.02 COVID-19 Interim Building Permit and Inspection Policy were identified:

Page 4, Section 10 – strike the word “three” and replace it with “two”.

Moved/Seconded

THAT COVID-19 Interim Building Permit and Inspection Policy be approved, as amended.

CARRIED

Audio 00:43:40

iii. Public Works Manager (PWM): Traffic Calming Measures and their Consideration

PWM Jaffer noted that currently, the Village does not have a base line by which to determine the potential effects of long-term traffic calming measures and outlined suggestions in the report that would provide immediate traffic calming measures and data traffic counts and speed measurements for effective decision making.

Discussion ensued on

- Size of radar speed display
- Placement of radar speed display
- Programs that provide opportunity for coordination with MOTI and RCMP for traffic calming devices on highways
- Cost and effectiveness of radar speed displays
- Opportunity for \$3,000 grant from ICBC for radar speed display

PWM Jaffer confirmed the details of data that is collected, such as average speed at a certain time of day or week, or the 85th percentile speed during peak vs. non-peak hours and that the device is portable and easy to install.

Moved/Seconded

- (1) THAT Council authorize staff to purchase a radar speed display board at a cost not to exceed \$6,000.00; and
- (2) THAT Council direct the CFO to identify funds for this purchase.

CARRIED

Mayor McLaughlin requested that PWM Jaffer respond to Gary Brown regarding traffic calming options in the Village.

Audio 00:56:10

B. Mayor

i. 7Bi - Howe Sound Community Forum

Mayor McLaughlin requested alternate representation at the Howe Sound Community Forum.

Councillors Bain, Barmeier and Cunliffe will endeavour to be in virtual attendance and will provide a short summary of the situation in the Village of Lions Bay and a report back to Council.

C. Council

i. Electric Vehicle (EV) Charging Unit Grant Update

Councillor Barmeier provided an update on the grant for the EV Unit noting that he had provided a preliminary synopsis for the grant and was

working on further technical aspects of the application to help prepare it for submission shortly.

Audio 1:00:32

D. Committees

None

E. Emergency Services

None

8. Resolutions

A. Bylaw Enforcement Officer Appointment

Moved/Seconded

THAT Chris Hadikin be appointed as a Bylaw Enforcement Officer with the powers, privileges, responsibilities, duties and functions as specified in Schedule “B” to Bylaw Enforcement Officer Bylaw No. 506, 2016, as amended.

CARRIED

Audio 1:01:52

B. Bylaw Enforcement Officer Appointment

Moved/Seconded

THAT Jennifer Monroe, subject to acceptance of the Village of Lions Bay Letter of Offer, be appointed as a Bylaw Enforcement Officer, with the powers, privileges, responsibilities, duties and functions as specified in Schedule “B” to Bylaw Enforcement Officer Bylaw No. 506, 2016, as amended.

CARRIED

Audio 1:02:48

CAO DeJong responded to questions regarding Bylaw Officer scheduling.

9. Bylaws

A. 2020-2024 Five Year Financial Plan Bylaw No. 574, 2020

CFO Rooke confirmed the different types of property classes that are noted in the budget.

Moved/Seconded

THAT the 2020-2024 Five Year Financial Plan Bylaw No. 574, 2020 be read a third time.

CARRIED

1:06:36

B. Tax Rates Bylaw 578, 2020

CFO Rooke responded to questions regarding utility values.

Moved/Seconded

THAT Tax Rates Bylaw No. 578, 2020 be read a first, second and third time.

CARRIED

Audio 1:09:25

C. 2020 Utilities Discount Amendment Bylaw No. 579, 2020

CAO DeJong introduced the 2020 Utilities Discount Amendment Bylaw No. 579, 2020 noting that normally utilities are due by December 31, 2020 but residents who pay by March 31st would normally receive a discount; however, bylaw No. 579 would allow for an extension to June 1st for the discount.

Moved/Seconded

THAT 2020 Utilities Discount Amendment Bylaw No. 579, 2020 be introduced and given three readings.

CARRIED

Moved/Seconded

THAT 2020 Utilities Discount Amendment Bylaw No. 579, 2020 be adopted.

CARRIED

Audio 1:12:18

D. Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 580, 2020

CAO DeJong introduced Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 580, 2020 noting that changes are required to address errors found in the bylaw's penalty descriptions and amounts.

Moved/Seconded

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 580, 2020 be introduced and read three times.

CARRIED

Moved/Seconded

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 580, 2020 be adopted.

CARRIED

Audio 1:15:45

E. Alternative Tax Collection Scheme Bylaw No. 581, 2020

CAO DeJong introduced Bylaw No. 581 noting the revision to the tax penalty amounts and due dates and responded to questions regarding communication of the due dates to the public with an emphasis on keeping the messaging simple.

Moved/Seconded

THAT the Alternative Tax Collection Scheme Bylaw No. 581, 2020 be introduced, given three readings.

CARRIED

Moved/Seconded

THAT the Alternative Tax Collection Scheme Bylaw No. 581, 2020 be adopted.

CARRIED

Audio 1:26:10

10. Correspondence

A. List of Correspondence to April 17, 2020

Moved/Seconded

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

R1: Deirdre McNeill re: thank you – received

R2: Ruth Simons re: parking – received

R3: Rebecca Caspersen re: parking – received

R4: Brenda Broughton re: taxation – Mayor McLaughlin to respond

R5: Gary Brown re: traffic calming – received and replied

R6: Jim Cave re: fireworks – received

CARRIED

Councillor Abbott suggested that staff be directed to re-examine the 2020 budget to look for possible expense reductions, including salary reductions.

CAO DeJong noted that exempt staff have been working more overtime than usual since the beginning of the pandemic and that it would be difficult to fathom paying such staff less money when they are already providing free overtime services to the Municipality.

Council chose not to direct staff to re-examine the budget and thanked staff for their work.

Audio 1:39:00

11. New Business

None

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

None

13. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:50 p.m.

Audio 1:41:49

Mayor

Corporate Officer

| | |
|---------------------------|-------------|
| Date Approved by Council: | May 5, 2020 |
|---------------------------|-------------|