



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

---

**REGULAR MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, DECEMBER 15, 2020 at 7:00 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY  
AND VIA ZOOM VIDEO CONFERENCE**

---

**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: 1

Public: 6

**1. Call to Order**

The Mayor called the meeting to order at 7:03p.m.

**2. Adoption of Agenda**

*Moved/Seconded*

- (1) THAT item 4 be considered prior to item 4; and
- (2) THAT item 11B On Table Correspondence be added; and
- (3) THAT item C. Collective Agreement and item D. Sale of Land be added as reasons for closing to item 14; and
- (4) THAT subsection c of section 90 of the *Community Charter* be added to item 14 as a reason for closing; and
- (5) THAT the agenda be adopted, as amended.

**CARRIED**

**4. Public Delegation**

Metro Vancouver – Erin Rennie, Senior Planner, Regional Planning and Housing Services; Sean Galloway, Director of Regional Planning and Electoral Area Services; and Roger Quan, Director, Air Quality and Environment

Erin Rennie, Metro Vancouver presented on:

- Metro Vancouver is a geographic area and a regional district, shared regional services
- Metro has four different boards – Village is part of regional district board
- Metro 2040 – current regional growth strategy. Adopted 10 years ago and accepted by jurisdictions
- Overview of Regional Planning Principles
- Carrying out of Metro 2040 happens at local government level through Official Community Plan (OCP) and Regional Context Statement
- Overview of current update of Regional Growth Strategy and Policy Review Summaries
- Overview of Metro 2050, Phases 2 and 3 conducted through intergovernmental advisory committee where municipalities will have input; comment period for public
- Overview of preliminary projections in population, housing, employment in Lions Bay
- Overview of Urban Containment Boundary (UCB) & Regional Land Use Designations
- Amendment process from general urban to rural – initiate OCP amendment and local public hearing first prior to bringing it to regional level
- Overview of implications of amending designation

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

None

The delegation responded to questions, noting:

- General urban: inside urban containment boundary; rural almost always outside of UCB
- Can draw boundary partly through a Municipality; for example, District of North Vancouver, some parts inside UCB and some not
- Households by structure types: projections are computer modeled, need local information for accuracy. Boundaries do not apply to projections
- Many studies have been done regarding population density and crime statistics – benefits found in both dense and low density populations
- Growth strategy not intended to impose growth, intended to project what is to come, given trends, and come up with strategy to respond. Think of it as change management document
- Employment statistics based on population growth, can be adjusted based on local input

- Adjacent to Lions Bay is electoral service area – metro is the government service area for the electoral area; balance between management of sensitive ecosystem lands
- TransLink’s legislation requires that their transportation plan supports long range plan, they look at what is region planning and how is region going to change and use that to prioritize service improvements. It’s a consideration to think about whether land use designation change is the right choice for Village.
- Urban and Rural definition used in Wood Burning Bylaw for issue of proximity; impact of single chimney on neighbours
- Air Quality Bylaws are examples of other items that use urban and rural designation due to proximity; intake fraction methodology as measurement of pollution
- Any bylaws that come through to municipalities from metro come by way of Regional Growth Strategy
- Unusual situation to request to shrink Urban Containment Boundary; would start with land use designation change and then urban containment boundary
- Up to municipality through OCP to define and determine policies that constitute urban vs. rural development
- Must be cognizant what that would mean to rest of Metro
- Intent is to maintain rural character through designation
- Intent of rural designation goes back to protect rural landscapes and environmental qualities. For example, if duplexes, etc. were implemented this may not affect the designation but if trend continues with more density, then concern is that it would be getting more than rural in nature
- Current projections are under general urban designation

Discussion ensued on:

- Lions Bay population declined, do not have many lots, not going vertical
- Data out of sync
- Population density and sociological impacts
- Would take a Provincial Order to not receive TransLink to Lions Bay

## **5. Review & Approval of Minutes of Prior Meetings**

### **A. Regular Council Meeting – November 17, 2020**

The following items were identified as amendments to the November 17, 2020 minutes:

- (1) Page 8, item 8Av add “on behalf of all of Council” to the last sentence.
- (2) Page 10, item 10, change the word “firecracker” to fire works.

*Moved/Seconded*

THAT the Regular Council Meeting Minutes of November 17, 2020 be approved as amended.

**CARRIED**

B. Special Council Meeting – December 7, 2020

*Moved/Seconded*

THAT the Special Council Meeting Minutes of December 7, 2020 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
161	November 17, 2020	G1 Section in Village Update regarding general correspondence	Council to let staff know if they would like it published in Village Update
162	November 17, 2020	R1 I. Mackie re: tire checks	Complete
162	November 17, 2020	R2 B. Stoddart re: tire checks	Complete
163	November 17, 2020	R3 H. Goetsch re tire checks	Complete
164	November 17, 2020	R5 R. Simons re Woodfibre LNG	Complete

**8. Reports**

A. Staff

i. CAO: Council 2021 Strategic Priorities

CAO DeJong presented a report on Council's stated Strategic Priorities for 2021 from the December 1-2, 2020 CSC, noting that quarterly updates would be presented to Council throughout the year.

Mayor McLaughlin requested that an overview of the top 12 Council priorities be brought forward to the January meeting as the first quarterly update.

Discussion ensued on:

- Clarification from the December 1 & 2, 2020 Strategy Committee

Minutes:

- a. keep looking for sources of revenue to fund the asset management investment plan
- b. Clr. Bain: corrections to items that he did not support
- c. infrastructure master plan statements of support – progressing matters under the IMP
- d. cost is per meter: estimated budget for PRVs - \$700,000 for two

- e. clarification on previous cell tower proposal: SBA proposal as submitted is no longer up for consideration

CAO DeJong clarified the 12 items that were identified as priorities.

*Moved/Seconded*

THAT the Information Report, “Council 2021 Strategic Priorities” be received.

**CARRIED**

ii. CFO – Climate Action Resolution

CFO Rooke presented the report on the Climate Action Resolution, noting:

- Request from My Sea to Sky’s presentation
- Good opportunity, urgency to meet grant deadlines

CFO Rooke responded to questions, noting:

- My Sea to Sky will be developing a tool for GHG reporting
- Put it in hands of experts
- In-kind staff time to provide information
- GHG reporting may be mandatory in the future – benefit lies in having the tool developed; may eventually save us time for climate reporting requirements

*Moved/Seconded*

- (1) THAT Council supports the Village of Lions Bay’s participation as a pilot community for the Climate Action Report Card Project; and
- (2) THAT a letter of support be provided to My Sea to Sky for their funding applications for the Climate Action Report Card Project.

**CARRIED**

iii. PWM: Infrastructure Planning Grant Application, January 13, 2021 Intake

PWM Jaffer presented the Infrastructure Grant Application report for the redesign of the Upper Bayview, Bayview Place, Centre Road, noting:

- Next priority item in the IMP
- Asking for a re-budget of the expected design costs in 2021
- Apply for grant to help offset cost

Discussion ensued:

- clarification on grant application and re-budgeting
- priority in Infrastructure Master Plan; if grant not received, Council would make decision on how to proceed

- grant submitted now and re-budget would happen during budget time
- being brought to Council so that Council can identify the project for re-budgeting in 2021

*Moved/Seconded*

- (1) THAT the report titled “Infrastructure Planning Grant Application, January 13, 2021 Intake” be received, and
- (2) THAT Council direct staff to submit an application for an Infrastructure Planning Grant for the redesign of the Upper Bayview, Bayview Place, Centre Road water main project and to provide overall grant management of the project.

**CARRIED**

iv. CFO – Investing in Canada Infrastructure Program (ICIP) Resolution

CFO Rooke presented the ICIP resolution for grant funding for the Lions Bay Emergency Building, noting:

- Grant provides 100% funding, and building upgrades are eligible which is unusual
- Moving quickly, rolling intake
- Decision anticipated in February
- Cost overruns require acknowledgement from Council in resolution

Discussion ensued on:

- Good opportunity
- Clarification on phases of the building expansions, would include a second egress to the ambulance area
- Cost estimate to be included with grant application

*Moved/Seconded*

1. THAT staff submit an application for grant funding for the Lions Bay Emergency Building Upgrade through the *Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream*; and
2. THAT Council supports the project and commits to the Village of Lions Bay’s share of the eligible costs, ineligible costs and potential overruns related to the project, to be funded by transfers from reserves.

**CARRIED**

- v. PWM: Brunswick Hill Land Tenure Application for Future Public Works Yard  
PWM Jaffer presented the report on the Brunswick Hill Land Tenure Application for Public Works Yard, noting:
- Impacting abilities for public works to do work
  - OCP identifies relocation of works yard and existing site for redevelopment

Staff responded to questions, noting:

- No ongoing holding costs, no annual payment
- Land must be used for the use that is identified in the publication and will be stated in lease
- Start at two years and roll into 20- or 30-year term
- Process may take a year or more
- Brunswick Hill Management plan is part of the submission, produced by staff, based on template
- No detailed archaeological report is required, the ones included in the report should be sufficient
- Current fire training is on top of old landfill, still must apply for a closure for that landfill which will incur capital expenditures. Not on site for PW yard
- Estimated time for remediation TBD
- BC Hydro right of way any concern? Some preliminary discussion, once application submitted both MoTI and BC Hydro will be provided application and they will be able to provide feedback and Municipality will be in discussion with them
- Schedule of move: entire move may cost \$1 million for entire facility. Would come from sale of existing public works site. Would take 1-2 years to complete.

Mayor McLaughlin noted that he will reply to resident regrading the suggestion to use the gravel pit for public access use.

*Moved/Seconded*

- (1) THAT the report titled “Brunswick Hill Land Tenure Application for Future Public Works Yard” dated December 8, 2020 be received, and
- (2) THAT Council supports and endorses the Crown Land Tenure Application for the Brunswick Hill site as the future location of the Public Works Yard site, and
- (3) THAT Council direct staff to apply for the Crown Land Tenure in this regard forthwith.

**CARRIED**

vi. PWM: Kelvin Grove WWTP Update and Park Opening

PWM Jaffer noted that:

- Finalization has been delayed until January due to gearbox
- Park can be accessed and is being accessed
- Staff plan to remove barricades, will communicate in Village Update

Staff confirmed that the Lions Bay Beach Parking Lot is open and that public works will be reinstate landscaping.

*Moved/Seconded*

THAT the Information Report, “Kelvin Grove WWTP Update and Park Opening” dated December 7, 2020, be received.

**CARRIED**

vii. CFO: Kelvin Grove WWTP Financing Options

CFO Rooke presented on the Kelvin Grove WWTP Financing Options, noting the differences and processes between the parcel tax option and the sewer user fees option.

Staff responded to questions, noting:

- Bylaw process would start as soon as possible, a report to be brought forward in January
- Local service area: where service only provided to some, can create local service area where tax would apply to only the residents where that service is affected; property value tax or parcel tax. Would have to go through process requiring approval of electors: petition or counterpetition: put proposal out there, if more than 10% object, back to square one.
- 3 options of parcel tax: single amount, taxable area of the parcel, taxable linear frontage of parcel
- Consultation: high percentage of owners defer tax, timing is limited
- Required to charge interest, option of paying parcel tax up front
- Sewer bill would be determined every year; parcel tax would go on property tax bill
- Current fee, approximately \$800 for sewer
- Putting money aside for future of asset: because this is a service that limited owners benefit from: creates difficulties in asset management plan to put away money for that asset

- Parcel tax must be for a specific thing: for paying back debt; has to have an end date; can do infrastructure levy
- Parcel tax levies
  - Start budgeting for depreciation
  - Proposed period of tax: 10 years
  - Mail out provided two years ago; mail out will include detailed explanation
  - Subdivision: amend parcel, additional parcel so amount would be reduced

*Moved/Seconded*

THAT the report “Kelvin Grove WWTP Financing Options” be received for information purposes.

**CARRIED**

Mayor McLaughlin provided an opportunity for public participation

### **Public Participation**

A. Marek Sredzki

M. Sredzki commented on the email he sent to Council, noting that in his view, the Village has a spending problem and urged consideration of a different management tactic and comparison of how other municipalities are spending. He also noted that Lions Bay has little in common with bigger municipalities and does not have capacity to handle climate change.

viii. CFO: 2021 Finance Workplan

CFO Rooke presented the 2021 Finance Workplan, noting a change in adding a piece to line up with Council meeting schedule options.

*Moved/Seconded*

THAT the report “2021 Finance Workplan” be received for information purposes.

**CARRIED**

ix. CAO: 2021 Council Meeting Calendar

CAO DeJong presented the 2021 Council meeting calendar report options, noting:

Experience from prior years indicated two weeks between meetings too short but 2020 calendar showed four weeks between meetings too long

- Options for adding Special meetings if required (easier than cancelling if not required)
- Public participation at meetings not dependent on having meetings the first and third Tuesdays.

Discussion ensued on:

- The different options noted in the report
- Time to review agenda prior to meeting due to size of package
- Shorter meetings, more frequently
- Time between meetings
- Provisions of reports prior to meeting
- Public participation

Moved/Seconded

THAT the meeting be extended to 11:00pm.

**CARRIED**

CAO DeJong clarified the dates of when reports are written by author, which may differ from when they are reviewed and approved to be published.

*Moved/Seconded*

- (1) THAT the proposed Council meeting dates for 2021 set out in this report under Option A, be approved by Council;
- (2) THAT Council considers publication of the meeting schedule in the Village Update to be reasonably equivalent to that which would be provided by a local newspaper publication if it were practicable; and
- (3) THAT staff publish the 2021 Council meeting schedule in the Village Update and in accordance with legislative requirements.

**CARRIED**

**OPPOSED: COUNCILLOR ABBOTT**

Discussion ensued on:

- cannot condone sending out reports prior to being reviewed by CAO
- with additional time between meetings, may be an opportunity to review
- process of reporting perspective from staff
- staff will endeavour to provide reports sooner, if possible

x. CAO: Lions Bay Avenue Connector Project

CAO DeJong presented the Lions Bay Avenue Connector Project.

Discussion ensued on:

- Safety provided by the connector project

- Compliance with civil standards
- Whether sidewalks are part of the design
- Concerns regarding Village's budget commitment
- Numerous contractors may be involved for different aspects of the project
- Taking away from other projects
- Local contractors can benefit from extra work
- Good legacy for 50<sup>th</sup> Anniversary

*Moved/Seconded*

- (1) THAT Council supports the Lions Bay Avenue Connector Project;
- (2) THAT the Village of Lions Bay will be responsible for managing the project to completion by December 31, 2021 and in accordance with the design guidelines provided by TransLink;
- (3) THAT the Village of Lions Bay will be responsible for the financial management of the project, including contribution of its share of 25% of the costs up to \$68,667 and any cost overruns or ineligible expenses;
- (4) THAT staff take any additional steps required to secure the grant funding for the Lions Bay Avenue Connector Project, including bringing forward for Council consideration an agreement with TransLink in respect of the project.

**CARRIED**

**OPPOSED: COUNCILLORS ABBOTT AND BAIN**

B. Mayor

i. Village Update Statistics – verbal update

Mayor McLaughlin provided statistics on the Village Update readability, noting:

- 832 people receive the VU, 68% open rate, 14% click rate (78 clicks)
- popular subjects that people click on are garbage collection schedules, Mayor's Message, Metro Vancouver's Wood Burning Bylaw, community events
- overview of subjects in letters to Council

C. Council

i. Councillor Barmeier – Electric Vehicle DC Fast Charging Station

Discussion ensued on:

- Clarification of location of DC charger to North side of municipal hall

Councillor Barmeier presented on the DC Fast Charging station, noting:

- Background and history of grant submissions
- Background of grant programs

- Current trends
- Overview of current program, ZEVIP
- Benefits of location of Charging Station
- 75% grant

Discussion ensued on:

- Revised architectural set to confirm exact location
- Charger will charge one vehicle at a time
- Size of transformer
- Hidden items
- Concerns of parking at the hall when activities in place
- Increase of use of electric vehicles in Village

*Moved/Seconded*

- 1) THAT Council approve locating a single DC charger at the North side of municipal hall along Crosscreek Road instead of the steeper area at the intersection of Crosscreek and Oceanview; and
- 2) THAT Council authorize additional revisions to the Architectural set to reflect the alternate location at municipal hall; and
- 3) THAT Council authorize staff to re-submit a revised version of the grant application under the February 2021 intake for ZEVIP; and
- 4) THAT Council approve appropriate signage directing traffic toward charger from north and southbound Sea-to-Sky highway be reflected in the grant application.

**CARRIED**

#### D. Committees

- i. Curly Stewart Memorial Trust Fund Committee Terms of Reference  
Councillor Abbott presented the report on the Curly Stewart Memorial Trust Fund Committee Terms of Reference.

*Moved/Seconded*

- (1) THAT the Terms of Reference for the Curly Stewart Memorial Trust Fund Committee, as amended, be approved; and
- (2) THAT Council direct staff to publish a call for Expressions of Interest for persons to sit on the Curly Stewart Memorial Trust Fund Committee in the Village Update.

**CARRIED**

Councillor Abbott provided an update regarding changes to the criteria of the application process to be more inclusive of all educational aspirations. He also noted that Committee Members are flexible as to their participation if new people would like to join the committee.

Councillor Abbott confirmed the amount of the scholarship to be \$500.

E. Emergency Services

i. Surrey Regional Fire Dispatch Monthly Report – November 2020

*Moved/Seconded*

THAT the November 2020 Surrey Regional Fire Dispatch Monthly Report be received.

**CARRIED**

**9. Resolutions**

None

**10. Bylaws**

A. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 585, 2020

CFO Rooke presented Bylaw No. 585.

Councillor Bain requested that the definition of Extraordinary Vehicle be reviewed.

*Moved/Seconded*

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 585, 2020 be read a third time; and

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 585, 2020 be adopted.

**CARRIED**

*Moved/Seconded*

THAT the meeting be extended to 12:00a.m.

**CARRIED**

**11. Correspondence**

A. List of Correspondence to December 10, 2020

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

G1 - F. Haynes, Mayor, District of Saanich requesting that Council support Bill C-5 for recognition of September 30 as a statutory national holiday for Truth and Reconciliation - received

G2 - MP Weiler regarding call for proposals for the Community Support, Multiculturalism and Anti-Racism Initiatives (CSMARI) Program – received/Councillor Barmeier to review

G3 - several MPs requesting that Council support the petition for adoption of the Canada Pharmacare Act - received

G4 - AccessBC Campaign requesting that Council help promote access to women's hygiene products and sexual health products in municipal facilities - received

G5 - V. Cumming, Mayor, City of Vernon regarding support for no-cost access to prescription contraception - received

G6 - MP Weiler regarding Early Learning and Child Care Innovation Program – Mayor McLaughlin to forward to PAC

G7 - MP Weiler regarding the Investing in Canada Infrastructure Program – received – referred to staff

R1 - J. Wozny regarding feedback for Council's 2020 Strategic Planning Session – Mayor McLaughlin to respond

R2 - L. Peterson regarding the future of the Seniors Social Circle – Councillor Cunliffe and Councillor Abbott to respond

R3 - C. Bradbury regarding COVID-19 funding – Mayor McLaughlin to respond

B. On table correspondence to December 15, 2020

R4 - T. Strong re suites – Councillor Abbott to respond

CFO Rooke clarified the intent of T. Strong's email, noting the Village's bylaw regarding exemption for families in the suites.

Discussion ensued on:

- Encouragement of multigenerational living arrangements

R5 - M. Sredzki re Village finances – received

CAO response to M. Sredzki re Emergency Planning

Discussion ensued on:

- Ability to contact Council
- Number from 2009 is an audited number

**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. 50<sup>th</sup> Anniversary Committee
- B. EV Charger
- C. Collective Agreement
- D. Sale of Land

*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*, and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

**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; and

(c) labour relations or other employee relations; and

(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; and

(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*; and

(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; and

(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]*; and

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

(o) the consideration of whether the authority under section 91 *[other persons attending closed meetings]* should be exercised in relation to a council meeting; and

**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; and

(d) a matter that, under another enactment, is such that the public must be excluded from the meeting;

*The meeting was closed to the public at 11:24p.m.*

**15. Reporting Out from Closed Portion of Meeting**

The 50<sup>th</sup> Anniversary Committee Terms of Reference will be brought back to the next Council meeting.

**16. Adjournment**

*Moved/Seconded*

THAT the meeting be adjourned.

**CARRIED**

*The meeting was adjourned at 12:08 a.m.*

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

Date Approved by Council:	January 19, 2021
---------------------------	------------------