



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MAY 4, 2021 at 7:00 PM
CLOSED MEETING at 6:00 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
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer (via video conference)
Municipal Coordinator Karla Duarte (Recorder)

Delegations: 0

Public: 9

1. Call to Order

Mayor McLaughlin called the meeting to order at 6:07 p.m.

2. Closed Council Meeting (6:00 PM)

Proposed topics for discussion in the absence of the public:

- A. Municipal Awards
- B. Committees
- C. Grants
- D. Sale of Land
- E. Correspondence

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;

(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;

(c) labour relations or other employee relations;

(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;

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

(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*;

(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;

The meeting was closed to the public at 6:09 p.m.

The meeting was re-opened to the public at 6:49 p.m.

The Mayor called the open portion of the meeting to order at 7:01 p.m.

3. Reporting Out from Closed Portion of Meeting (if applicable)

N/A

4. Adoption of Agenda [considered prior to closing]

Moved/Seconded

THAT item 2 be amended to include C. Grants, D. Sale of Land, E. Correspondence, and sections (e), (j) and (k) of the Community Charter be added as reasons for closing; and

THAT the agenda be adopted, as amended.

CARRIED

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

None

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

A. Paul Fripp, BDO Canada

Presentation of Village of Lions Bay 2020 Final Audit Report to Mayor and Council

Moved/Seconded

THAT the time limit for delegations be waived.

CARRIED

Paul Fripp, BDO Canada presented the Village of Lions Bay 2020 Final Audit Report, noting:

- Audit findings – nothing of significance to raise to Council
- Internal control matters – no significant deficiencies
- Overview of comments in the adjusted and unadjusted differences section
- Opinion on financial statements and positions
- Cyber security in local governments – encourage review of measures
- Financial Statements: highlighting increases and decreases from the previous year.

CFO Rooke and P. Fripp responded to questions noting:

- Overview of payments to E-Comm for radios; CFO Rooke will bring details regarding the E-Comm bills to the next meeting
- Long-term debt: balance of debt outstanding is at December 31, 2020; differs from number in 5-year plan
- Assets held for sale: gain is proceeds less cost that is recorded in the books. Amount is historic value; not representative of what fair value– won't see it flow through statement of operations until next year
- Sick time: liability is based upon an actuarial review; sick time is accrued each month based on employee entitlements and reduced by sick time taken. Accrual is adjusted at the end of the year based upon actuarial review.

Moved/Seconded

THAT the report "Village of Lions Bay 2020 Final Audit Report" be received for information purposes.

CARRIED

Paul Fripp thanked the Finance staff for their support during the audit process.

7. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – April 13, 2021

Moved/Seconded

THAT the Regular Council Meeting Minutes of April 13, 2021 be approved as circulated.

CARRIED

B. Special Council Meeting – April 27, 2021

Moved/Seconded

THAT the Special Council Meeting Minutes of April 27, 2021 be approved as circulated.

CARRIED

8. Business Arising from the Minutes

- A. Councillor Abbott questioned when the Village will hear from Metro Vancouver regarding the Urban Containment Boundary (UCB), which is not the same as the Metro 2050 policy review.

9. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

No.	Date	Item Description	Action
199	April 13, 2021	contact Metro Vancouver staff to request information and presentation on the Metro 2050 policy review	Mayor McLaughlin noted that he has reminded Metro to present on the policy review and expects that the topic of the UCB will be an item that they present.
200	April 13, 2021	Mayor McLaughlin requested that Councillor Bain be the Council liaison to work with staff to manage potential changes to the Block Watch program	Councillor Bain noted that it is in the research phase at the moment – starting to fall into place
201	April 13, 2021	R1 F. Azordegan – Kelvin Grove Parking Lot Requests	Complete
202	April 13, 2021	R6 V & R O’Dwyer – Kelvin Grove Parking Lot Requests	Complete

10. Reports

A. Staff

i. PRV Project Update and Kiosk Wrap Feedback Response

PWM Jaffer presented the PRV kiosk wrap feedback responses, noting:

- Request for feedback was published in the Village Update on April 16 and 23, 2021. 10 responses were obtained, of which 8 were residents in Upper Bayview; 9/10 residents prefer camouflage wrapping. Once BC Hydro makes a connection an RFP will be placed for camouflage wrapping for each of 3 sites.
- Cannot do wrapping until BC Hydro connection is done

Discussion ensued on:

- public engagement around RFP
- No other options

Council was polled on whether the matter is closed.

Moved/Seconded

THAT the Information Report, “PRV Project Update and Kiosk Wrap Feedback Responses” be received.

CARRIED

ii. Partnership with Recycle BC

PWM Jaffer presented the report on Partnership with Recycle BC, noting:

- Council to decide on how funds will be used;
- No material change; no collective pick up of Styrofoam

Discussion ensued on:

- Styrofoam recycling possibilities
- Details to be finalized when contract is formulated specific to Lions Bay
- Climate Action Committee direction: request to sit down with Nai to go over what the contract would be like

Moved/Seconded

(1) THAT staff be directed to formally pursue a partnership with Recycle BC; and
(2) THAT the Public Works Manager and the CAO be directed to work with Recycle BC to develop contracts between the Village and Recycle BC for the receipt of Single and Multi Family recycling; and
(3) THAT the final contracts be brought forward to Council in due course for their review and approval.

CARRIED

iii. Accounts Payable Cheque Listing

CFO Rooke responded to questions, noting:

- CFO to confirm the Internet service agreements
- cost for community gardens; public works labour is not included in the cost
- CFO to confirm cost of laptops
- CFO to bring Actuarial report to next meeting
- provided Trailblazers with lumber only once for trail maintenance
- scanning for documents was outsourced; staff prepared files internally
- Donation from Fire Department to Muscular Dystrophy Canada
- CFO to provide samples of legal bills

Moved/Seconded

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

CARRIED

iv. Council Remuneration

Moved/Seconded

THAT the report “Council Remuneration” be received for information purposes.

CARRIED

v. 2020 Audited Financial Statements

Moved/Seconded

1. THAT the Village of Lions Bay’s 2020 Audited Financial Statements, as presented to Council on May 4, 2021, be approved pursuant to the *Community Charter section 167(1)*;
2. AND THAT the 2020 Audited Financial Statements be included in the 2020 Annual Report pursuant to the *Community Charter section 98*.

CARRIED

vi. Lions Bay Community Signage Installation Report from Resident

Mayor McLaughlin presented the correspondence sent by K. Buhr regarding K. Buhr’s report.

CAO DeJong noted that the recommendations by the resident should not be rushed for consideration.

PWM Jaffer noted that there is a number of signs that cannot be changed, as they are vetted by the Province and the Drinking Water Protection Officer and that there are signs near raw water intake locations and by identifying where that is could invite potential for people to access and potentially contaminate water intakes.

Discussion ensued on:

- Signage elevates Village aesthetics
- Good work from residents

CAO DeJong commented on staff time limits with respect to consideration of recommendations presented by the resident in his correspondence sent to Council on May 4, 2021 regarding the signage report.

Discussion ensued on:

- Not an urgent matter
- No urgency on actions
- Appreciation to the resident on the project

Mayor McLaughlin noted that he would respond to the resident to thank him and provide a summary of Council discussion.

Moved/Seconded

THAT the Information Report, “Lions Bay Community Signage Report from Resident” be received.

CARRIED

B. Mayor
None

C. Council

i. Councillors Abbott and Bain: Block Watch verbal update

Councillor Bain and Abbott provided an update noting:

- Contacted Block Watch society out of Vernon to understand the requirements
- Examples from other municipalities such as Lillooet where residents run whole program with minimal staff time requirement
- minimal budget requirements, approximately \$500

Moved/Seconded

THAT Council direct staff to provide a budget of \$1,000 for expenditures related to joining the Block Watch Society of British Columbia.

CARRIED

CAO DeJong requested that the administration be volunteer led with minimal staff time requirements.

D. Committees

i. Trees, Views and Landscapes Committee – Tree Application No. 109 – 265
Bayview Road

Councillor Abbott commented on:

- cutting trees during songbird nesting season; regulations
- request to improve bylaw to not allow tree cutting during bird nesting season

CAO DeJong noted the provisions in the bylaw and that the application was made in consideration of the bylaw as it currently stands. The request to not allow cutting would be over and above the restriction of the bylaw.

Discussion ensued:

- Amending the bylaw
- Education

CAO DeJong requested that the application be tabled and that the bylaw be brought back showing an amendment for consideration.

Discussion ensued on:

- Federal regulation
- Neighbour consultation
- songbird nesting season definition

Moved/Seconded

THAT Council directs staff to present an amendment to the Village of Lions Bay Trees, Views and Landscapes Bylaw No. 393, 2007 that addresses restrictions to cutting during the songbird nesting season for Council for discussion AND FURTHER THAT Council postpones consideration of Tree Application 109 to the May 25, 2021 meeting.

CARRIED

E. Emergency Services

None

11. Resolutions

None

12. Bylaws

A. Bylaw No. 592 – Bylaw Notice Enforcement No. 385, 2006, Amendment Bylaw No. 592, 2021

Moved/Seconded

- (1) THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 592, 2021 be introduced and read a first, second, and third time; and
- (2) THAT Council approves Screening Officer Policy No. 2101, as presented at the May 4, 2021 regular Council meeting; and
- (3) THAT, upon adoption of Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 592, 2021, Council appoints Karla Duarte, Municipal Coordinator as a Screening Officer, as per Bylaw No. 385, 2006, as amended.

CARRIED

B. Bylaw No. 595 – 2021-2025 Five Year Financial Plan Bylaw No. 595, 2021

Moved/Seconded

THAT the 2021-2025 Five Year Financial Plan Bylaw No. 595, 2021 be adopted.

CARRIED

C. Bylaw No. 596 – Tax Rates Bylaw No. 596, 2021

Moved/Seconded

THAT the Tax Rates Bylaw No. 596, 2021 be introduced, given three readings, and adopted.

CARRIED

OPPOSED: Cllr. Abbott

D. Bylaw No. 598 Traffic Bylaw Amendment Bylaw

Moved/Seconded

THAT Traffic & Parking Bylaw No. 413, 2009, Amendment Bylaw No. 598, 2021 be adopted.

CARRIED

E. Bylaw No. 601 Council Remuneration Bylaw No. 552, 2018, Amendment Bylaw No. 601, 2021

CFO Rooke presented a summary of the effects of the Council Remuneration Bylaw and provided an overview of the process for financial documentation. If

the bylaw is adopted on May 25th, then staff would seek guidance on how individual Councillors would like their salary redirected.

CFO Rooke confirmed that the staff time required would be minimal but would need to consult with each individual Councillor who requests a change. She clarified that the amount of tax paid per individual Councillor is unknown.

Discussion ensued on:

- taxation and tax credits
- concerns around future campaigning
- consideration of future Councillors
- freedom of choice
- following process for donations, just donate
- value of Council time and salary
- precedence that it could set
- motivation for redirection of salary: full value to go to municipality
- presents privilege and not equity – optics of redirecting salary
- undervalues Council's work

Moved/Seconded

THAT the Council Remuneration Bylaw No. 552, 2018, Amendment Bylaw No. 601, 2021 be read a first, second and third time.

MOTION FAILED

OPPOSED: Cllrs: Barmeier and Cunliffe and Mayor McLaughlin

13. Correspondence

A. List of Correspondence to April 29, 2021

Moved/Seconded

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

<i>Date Rec'd</i>	FROM	TOPIC	ACTION
13-Apr-21	G1 Mayor, City of Penticton	Provincial Paramountcy	Received
14-Apr-21	G2 MP Weiler	Green and Inclusive Community Buildings Program Launch	received and will use to inform CAC

14-Apr-21	G3 Sunshine Coast Conservation Association	Visual Quality Objectives	Suggestion to support
15-Apr-21	G4 N. Davidowicz	Transit	Received
15-Apr-21	G5 MP Weiler	Housing Supply	Received
19-Apr-21	G6 C. Peters	Human Trafficking	Received
19-Apr-21	G7 Forest Enhancement Society of BC	Spring 2021 Society Update	For CAC to consider
14-Apr-21	G8 K. Guezalova	Parking and Gatekeeping of Public Lands	Received
23-Apr-21	G9 Peace River Regional District	Invasive Plant Management, lack of funding	Received
23-Apr-21	G10 District of Clearwater	988 Crisis Line	Received
1-Apr-21	G11 Town of View Royal	Training for Hospital Security Staff	Received
26-Apr-21	G 12 D. Mah	Day of Action Against Anti-Asian Racism	Staff to publish the proclamation in the Village Update
10-Apr-21	R1 C. Bradbury	Parking	Mayor McLaughlin to respond CAO DeJong provided an update on parking plans; building signage order list; process over the next couple of months
12-Apr-21	R2 C. Kennedy	Parking sign	Mayor McLaughlin replied
12-Apr-21	R3 B. Broughton	LB Connector	Received
12-Apr-21	R4 F. Azordegan	Parking at Lower Kelvin Grove	Mayor McLaughlin to respond
13-Apr-21	R5 N. Rodgers	parking	PWM Jaffer commented that the bins that were damaged have been replaced; Kelvin Grove has one bear proof bin and another bin will be

			installed once it arrives; Lions Bay Beach Park is under progress
18-Apr-21	R6 R. Darr	pothole in front of school	PWM Jaffer noted that it will be paved on May 7, 2021
various	various	Responses to previous items	For Information

Councillor Abbott: need to spend more time considering resident issues on parking;
 CAO DeJong noted that there were nine stalls gained for residents only on the west side.

14. New Business

None

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

A. David Shore

D. Shore commented in support of providing more details regarding the Account Payable listing.

16. Continuation of Closed Council Meeting (if applicable)

Council anticipates reconvening the open meeting to discuss the following item(s):
 - Correspondence

Council reconvened the Closed meeting at 9:39 p.m.

17. Reporting Out from Closed Portion of Meeting

Mayor McLaughlin reported out on:

- Details for the Citizen of the Year and Distinction will be worked out by the Councillors assigned to coordinating each award
- Council requested additional RFPs for the EV Charger
- Infrastructure Committee structure was discussed

18. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10:19 p.m.

_____ Mayor	_____ Corporate Officer
Date Approved by Council:	May 25, 2021