



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**REGULAR MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, JANUARY 18, 2022 at 6:00 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY  
AND VIA ZOOM VIDEO CONFERENCE**

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**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: 7

**1. Call to Order**

Mayor McLaughlin called the meeting to order at 6:02 p.m.

**2. Closed Council Meeting (6:00 PM)**

Proposed topics for discussion in the absence of the public:

- A. Proposal consideration
- B. Grants
- C. Personnel
- D. Legal Matters

Moved/Seconded

THAT Legal Matters be added to the topics for discussion and subsection 90(1)(g) be added as reasons for closing;

**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* 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;
- (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;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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;
- n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);
- g) other information required by regulation to be included.

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

**CARRIED**

*The meeting was closed to the public at 6:02 p.m.*

*The meeting was re-opened to the public at 6:56 p.m.*

### **3. Reporting Out from Closed Portion of Meeting**

Mayor McLaughlin reported out that legal matters were discussed, and Council is awaiting legal advice with respect to several aspects of the applications brought by Mr.

and Mrs. Lund for a DVP and Encroachment Agreement and will not be further considering the disposition of that matter or any additional materials this evening and proposed that the item be deleted from the agenda. The applicant, and any affected neighbours, may speak for 2 minutes in the Public Participation portion of the meeting coming up shortly.

**4. Adoption of Agenda**

Moved/Seconded

THAT item 8B be deleted; and

THAT the agenda be adopted, as amended.

**CARRIED**

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

A. Nicole Lund

N. Lund commented on her expectation for beach access for her property as a condition of purchase and requested that temporary beach access be provided at tonight's meeting.

Mayor McLaughlin noted that Council will not be considering anything regarding the application or the request at this meeting.

B. Gregory Banta

G. Banta commented on the application of 52 Brunswick Beach and his concerns on legal breach and conflict.

Mayor McLaughlin noted that correspondence related to this matter will be considered at the next meeting.

**6. Review & Approval of Minutes of Prior Meetings**

A. Regular Council Meeting – December 14, 2021

Moved/Seconded

THAT the Regular Council Meeting Minutes of December 14, 2021 be approved as circulated.

**CARRIED**

B. Special Council Meeting – January 11, 2022

Moved/Seconded

THAT the Special Council Meeting Minutes of January 11, 2022 be approved as circulated.

**CARRIED**

**7. Business Arising from the Minutes**

None

**8. Unfinished Business**

A. Follow-Up Action Items from Previous Meetings

No.	Date	Item Description	Action
238	November 16, 2021	Rail crossing stop signs	PWM Jaffer coordinating
239	November 16, 2021	R1 C. Bradbury re: Lions Bay Walkways	Any work will be addressed in the spring
240	November 16, 2021	R2 R. Kisser re: UCB	Completed
241	November 16, 2021	R3 K. Buhr/M. Sredzki re: UCB	Completed
242	December 14, 2021	G10 BC SPCA Rodenticide Prohibition	PWM Jaffer to follow up with BC SPCA
243	December 14, 2021	G11 E-Comm Professionals of BC re Challenges faced at e-comm	Mayor McLaughlin to provide an update
244	December 14, 2021	R1 Hana and Magnus B re: Human Feces	Completed; Staff have the item as a budget consideration
245	December 14, 2021	R2 K Duchene re interpretive signage	Completed
246	December 14, 2021	R3 W & K Taylor re highway noise	Staff to collect file folder
247	December 14, 2021	R4 P. Marsh re: LB Payroll inquiry	CFO Rooke to provide a report in March 2022
248	January 18, 2022	ESS/EOC DEPC	Council and CAO to work on it

Moved/Seconded

THAT Council directs staff to install a port-a-potty for year-round use at the Sunset Trailhead.

**CARRIED**

C. CAO Updated Request for Decision Report: 2022 Council Meeting Calendar

Moved/Seconded [*at the December 14, 2021 Council meeting*]

(1) THAT the proposed Council meeting dates for 2022 set out in the attachment to this report 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 2022 Council meeting schedule in the Village Update and in accordance with legislative requirements.

CAO DeJong provided an overview of both options for a Council meeting schedule.

Discussion ensued:

- rationale for holding Council meetings every two weeks
- frequency of special meetings in 2021

Moved/Seconded

THAT the motion on the floor be amended to strike “set out in the attachment to this report” and add “set out in Option 1 attached to this report” in section 1.

**CARRIED**

**MAIN MOTION AS AMENDED**

- 1) THAT the proposed Council meeting dates for 2022 set out in Option 1 attached to this report 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 2022 Council meeting schedule in the Village Update and in accordance with legislative requirements.

**MOTION FAILED**

OPPOSED: Cllrs. Abbott, Cunliffe, Bain

Moved/Seconded

- 1) THAT the proposed Council meeting dates for 2022 set out in Option 2 attached to this report 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 2022 Council meeting schedule in the Village Update and in accordance with legislative requirements.

**CARRIED**

**9. Reports**

A. Staff

- i. CFO: Finance Workplan Report

CFO Rooke presented the Finance Workplan based on option 2 for Council meeting’s schedule, noting:

- Recommended a Committee of the Whole (COTW) on February 8<sup>th</sup> to have a fulsome discussion and consideration of the first draft of the budget
- Recommended that BDO present the financial statements at a COTW prior to the May 3 regular Council meeting
- Both COTW's to start at 5:30

Moved/Seconded

THAT the report "2022 Finance Workplan" be received for information purposes; and

THAT a Committee of the Whole meeting be set for February 15, 2022 at 5:30 p.m.

**CARRIED**

ii. CFO: BDO Audit Planning Report

CFO Rooke presented the BDO Audit Planning Report, noting that the audit will take place April 11 – 14, 2022.

Moved/Seconded

THAT the Information Report "BDO Audit Planning Report" be received for information purposes.

**CARRIED**

iii. CFO: AP Listing Report

Staff responded to questions, noting:

- Infestation at fire training compound increased pest control budget
- Confirmed annual fee for Microsoft licenses and other licenses for computer/server/software
- Fire Department Christmas: higher due to lack of Wednesday training meals; funded by Village and Fire Department funds
- PW staff received training in welding to ensure safe operation of welding equipment at the Works Yard.

Moved/Seconded

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

**CARRIED**

iv. CFO: 2022 Draft Water, Sewer and Solid Waste Budgets

CFO Rooke presented the 2022 draft water, sewer and solid waste budgets, noting:

- 5% increase in Water fees - budget includes budgeting for a portion of depreciation
- 0% increase in Solid Waste fees, despite 3% increase in Waste Control fees. Able to absorb costs in part due to change in transfer station funding model; it is now self-funding
- 5% increase in Sewer fees, but still results in a deficit

Staff responded to questions, noting:

- Accounting of the water surplus – shown when presenting financial statements
- Communication on increase will be explained in the brochure sent out with the Utility Notices
- Cannot operate at a deficit, especially for water: need to start putting money away for replacement of assets
- Maintenance increasing for water assets; staff spends cautiously
- Contractor delayed for rock slope remediation; required to do it through WorkSafe BC order; due to delay, will do both Magnesia and Harvey Creek this year.
- UBC Hydrology study: cash donation to UBC; awaiting go ahead
- Secondary Suite budget ; status quo until Village sees impacts from program for firefighters
- Village must use Metro facilities for waste
- 25k for pump out is an annual cost, smoke testing every 5 years

For future Councils would be good to have where is money going and for what – request to be shown on statements.

Moved/Seconded

THAT the report “2022 Draft Water, Solid Waste and Sewer Budgets” be received for information purposes.

**CARRIED**

- v. CAO: Public Works Yard Rooftop Antenna and Internet Services Agreement (Raincoast Networks)

CAO DeJong provided an update on the public works yard rooftop antenna and internet service agreement, noting that Base Technology is assigning it to Raincoast Networks (new agreement with Raincoast).

PWM Jaffer noted that the agreement is for Business Internet services with guaranteed level of service. The Village did/does not have to pay for capital upgrade or for internet at the yard. All paid by Base/Raincoast.

Moved/Seconded

(1) THAT the Public Works Yard Rooftop Antenna and Internet Services Agreement with Raincoast Networks Ltd. dated for reference December 16, 2021 be approved; and

(2) THAT the Corporate Officer be authorized to execute the agreement.

**CARRIED**

vi. Amendments to the Regional Context Statement and OCP

Discussion ensued on the amendments and comments in the Regional Context Statement.

Staff to provide the amended Regional Context Statement along with an amended OCP (change semi-rural to rural) at the next meeting.

Moved/Seconded

THAT Council provide direction to staff with respect to proposed amendments to the Regional Context Statement (RCS) incorporated into the Official Community Plan (OCP) and any consequential amendments to the Plan.

**CARRIED**

B. Mayor

Mayor McLaughlin requested that staff be mindful of their time in preparing for meetings every first and third Tuesday.

C. Council

i. Council requested that information from the trail counters be provided to the Emergency Program Committee.

ii. Councillor Abbott: Bird Friendly City

Councillor Abbott provided background information on the Bird Friendly City initiative, noting:

- Staff time is minimal
- Possibility to link with shore clean up and Bear Smart event
- Consideration of consultation with First Nation: Councillor Cunliffe to speak with Ruth Simons; Mayor McLaughlin to help as well

- Discussions have been made with the garden people for signage

Moved/Seconded

That Council support the volunteer initiative to achieve and maintain the Bird Friendly City designation for the Village and approves the requests of the Bird Friendly Team as outlined in the report presented to Council on January 18, 2022.

**CARRIED**

#### D. Committees

- i. Trees, Views and Landscapes Committee – Application #117 – 195 Kelvin Grove Way

Moved/Seconded

THAT Council approves Tree Cutting Permit Application No. 117, subject to the following:

- a. Removal is to be in accordance with the photos and requested work in the application materials;
- b. The applicant must clean up and remove all associated debris and notify the Municipality as soon as possible after the cutting to advise that this has been done;
- c. The tree cutting permit shall be valid for one year subject only to confirmation prior to any cutting, or repeated cutting, within that period of:
  - i. compliance with the bylaw restrictions regarding bird nesting season,
  - ii. if working from the road, a traffic control plan approved by Public Works
  - iii. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
  - iv. any other Municipal bylaw requirements

**CARRIED**

#### E. Emergency Services

- i. December 2021 Lions Bay Fire Rescue Dispatch monthly Report

Moved/Seconded

THAT Council receives the December 2021 Lions Bay Fire Rescue Dispatch monthly Report.

**CARRIED**

### 10. Resolutions

### 11. Bylaws

- A. Secondary Suite Bylaw Amendment  
CFO Rooke noted the amendments to the bylaw.

Moved/Seconded  
 THAT Secondary Suite Surcharge Bylaw No. 513, 2017, Amendment Bylaw No. 603, 2022 be introduced and given three readings.

**CARRIED**

**12. Correspondence**

A. List of Correspondence to January 13, 2022

Moved/Seconded

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

<b>Date Rec'd</b>	<b>FROM</b>	<b>TOPIC</b>	<b>ACTION</b>
13-Dec-21	G1 T. Skalbania	forest management	Received
13-Dec-21	G2 Impact North Shore/North Shore Immigrant Inclusion Partnership	Annual Impact Report	Received
15-Dec-21	G3 Metro Vancouver	Clean Air Plan	Received
15-Dec-21	G4 Metro Vancouver	Race to Zero Initiative	Received
16-Dec-21	G5 T. Skalbania	forest management	Received
17-Dec-21	G6 MP Weiler	Canada Summer Jobs Funding	Received
17-Dec-21	G7 MP Weiler	Oceans Management Contribution Program	Received
4-Jan-22	G8 MP Weiler	Canada Worker Lockdown Benefit	Received
6-Jan-22	G9 WildSafeBC	WildSafe BC Community Program	Received
6-Jan-22	G10 Girl Guides of Canada	Guiding Lights Across BC	Received
20-Dec-21	G11 District of Lillooet	Wildfires Petition	Received
21-Dec-21	G12 MP Weiler	Housing Accelerator Fund and Rent-to-Own program	Received
23-Dec-21	G13 N Davidowicz	Transit	Received
12-Jan-22	G14 City of White Rock	Land Use Designation Amendment Request from City of Surrey	Received
15-Dec-21	R1 M Sredzki	various	Received

18-Dec-21	R2 V Cox	Beach Park	Councillor Bain to respond
4-Jan-22	R3 R & D Meiklejohn	Happy New Year	Received
various	various	Responded to correspondence from previous	Received

**13. New Business**

None

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

None

**15. Continuation of Closed Council Meeting (if applicable)**

THAT the meeting be closed to the public on the bases set out in Item 2 of this Agenda to provide for the resumption of the closed portion of the meeting.

*Meeting closed to the public at 9:04 p.m.*

*Meeting reopened to the public at 9:42 p.m.*

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

Mayor McLaughlin reported out that:

- The future of the Emergency Program was discussed and a way forward was proposed. A meeting for the Emergency Program Committee will be scheduled.
- Council passed the following resolution: THAT Council award Request for Proposal LB-RFP-2021-06 to ISL Engineering in the amount of \$78,735.00 and authorize the Mayor and CAO to execute a contract, substantially in the same form as in the RFP, and any associated documents pertaining to the fulfillment of the contract.

**17. Adjournment**

Moved/Seconded

THAT the meeting be adjourned.

**CARRIED**

*The meeting was adjourned at 9:44 p.m.*

\_\_\_\_\_  
 Mayor

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

Date Approved by Council:	February 1, 2022
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