

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MARCH 1, 2022 at 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

Link to join the meeting: <https://us02web.zoom.us/j/83771098567>
To join via phone, dial 778-907-2071 – Meeting ID: 837 7109 8567

AGENDA

1. Call to Order

2. Closed Council Meeting (6:00 PM)

Proposed topics for discussion in the absence of the public:

A. Intergovernmental Affairs

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:

(g) litigation or potential litigation affecting the municipality;

(h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the council or a delegate of council;

(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);

Council anticipates reconvening the open meeting to discuss the Open Agenda items:

3. Reporting Out from Closed Portion of Meeting

4. Adoption of Agenda

- 5. **Public Participation (2 minutes per person totalling 10 minutes maximum)**
- 6. **Public Delegation Requests Accepted by Agenda Deadline (10 minutes maximum)**
 - A. Val Morton regarding the Native Plant Garden (Page 7)
 Recommendation:
 THAT the Native Plant Garden be renamed the Mary Comber Miles Native Plant Garden
 - B. Richard White regarding the Housing Needs Assessment (Page 9)
 Recommendation:
 THAT the Information Report, “2021 Village of Lions Bay Housing Needs Assessment Report” be received; and

THAT copies of the Report be forwarded to the Province of British Columbia via the Union of British Columbia Municipalities (UBCM) and to Metro Vancouver.

- 7. **Review & Approval of Minutes of Prior Meetings**
 - A. Regular Council Meeting – February 15, 2022 (Page 55)
 THAT the Regular Council Meeting Minutes of February 15, 2022 be approved as circulated.

8. **Business Arising from the Minutes**

9. **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
242	December 14, 2021	G10 BC SPCA Rodenticide Prohibition	PWM Jaffer to follow up with BC SPCA
247	December 14, 2021	R4 P. Marsh re: LB Payroll inquiry	CFO Rooke to provide a report in March 2022

10. **Reports**

- A. Staff
 - i. CAO: Parking Plan (Page 63)
 Staff Recommendation:
 THAT the 2022 Parking Plan be received; and
 THAT Council directs staff to allocate funds towards year-round bylaw enforcement (part-time winter) in the 2022 budget and the 2022-2026 Five Year Financial Plan.

- ii. 2022 Preliminary Budget (Page 95)
Staff Recommendation:
THAT the report “2022 Preliminary Budget” be received for information purposes.
- iii. Council Remuneration Report (Page 127)
Staff Recommendation:
THAT the report “Council Remuneration” be received for information purposes.

B. Mayor

- i. Oceanview Right of Way Lands – CAO to advise of date to bring report outlining options and required next steps for Council direction
- ii. Natural Hazard Assessment Areas/DPAs – CAO to advise of date for subject matter expert to come to a Committee of the Whole meeting

C. Council

D. Committees

- i. Trees Views and Landscapes Committee
Tree Application No. 118 – 231 Bayview Rd. (Page 135)
Recommendation:
THAT the Trees, Views and Landscapes Committee recommends to Council
THAT Council approves Tree Cutting Permit Application No. 118 – 231 Bayview Rd subject to the following:
 - a. Topping / Trimming / Removal is to be in accordance with the photos and requested work in the application materials. The tree at the junction of Stewart Road and Bayview Road must be removed completely;
 - 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 applicant will contact the owner of #262 Stewart Road to confirm that they have no objection to the work. The owner will then forward this confirmation to the Village Office;
 - d. Before and after photos of the work are required
 - e. 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. 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

11. Resolutions

12. Bylaws

- A. Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612 – Receipt of Public Hearing Report and Consideration of Third Reading (Page 147)

Staff Recommendation

- (1) THAT the Request for Decision Report titled "Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022 - Receipt of Public Hearing Report and Consideration of Third Reading", issued for the March 1, 2022 Regular Council Meeting, be received;
- (2) THAT Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022, as at second reading and following Public Hearing be amended as follows:
 - (a) THAT Schedule A be limited to the Regional Context Statement, as amended, and that pages from other parts of the Official Community Plan be deleted from Schedule A;
 - (b) THAT the second paragraph on the 5th page of Schedule A be amended by striking the phrase "impacts are hard to quantify" and substituting the phrase "impacts have not yet been quantified";
 - (c) THAT the third paragraph on the 5th page of Schedule A be amended by striking the phrase "The next OCP update will" and substituting the phrase "The Municipality will continue to";
 - (d) THAT the first paragraph on the 4th page of Schedule A be amended by adding the following: "We are proud to have played a supporting role in the creation of Canada's 19th UNESCO Biosphere, the Átl'ka7tsem Howe Sound Biosphere Region";
 - (e) THAT the fourth paragraph on the 6th page of Schedule A be amended by striking the phrase "A draft land use strategy that explored a variety of additional housing forms and locations within Village boundaries was not well received

by residents” and substituting the phrase “The Draft 2014 Land Use Master Plan explored a variety of additional housing forms and locations within Village boundaries but was not well received by many residents”;

- (f) THAT footnote 4 on the 6th page of Schedule A be deleted as it references text that is no longer included in Schedule A;
- (g) THAT the bullet item regarding trails on page 1 of Schedule A be moved from the Village assets section to the Village attributes section.

(3) THAT Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022 be read a third time; and

(4) THAT a letter be written to the Metro Vancouver Regional District Board requesting acceptance of the Village of Lions Bay Regional Context Statement, as amended by Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022, as at approval of 3rd reading.

B. Pesticide Control Amendment Bylaw No. 613, 2022 (Page 167)

Staff Recommendation:

THAT Pesticide Control Bylaw No. 430, 2011, Amendment Bylaw No. 613, 2022 be adopted.

C. Bylaw 614 – Board of Variance Amendment Bylaw (Page 191)

THAT Board of Variance Bylaw No. 502, 2016, Amendment Bylaw No. 614, 2022 be adopted.

D. Bylaw 615 – Bylaw Enforcement Officer Bylaw Amendment (Page 211)

THAT Bylaw Enforcement Officer Bylaw No. 506, 2016 Amendment Bylaw No. 615, 2022, be introduced and read a first, second and third time.

E. Bylaw 616 – Bylaw Notice Enforcement Bylaw Amendment (Page 219)

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006 Amendment Bylaw No. 616, 2022, be introduced and read a first, second and third time.

13. Correspondence

A. List of Correspondence to February 24, 2022 (Page 249)

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

14. New Business

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

- 16. Continuation of Closed Council Meeting, if applicable**
- 17. Reporting Out from Closed Portion of Meeting**
- 18. Adjournment**

Type	Resolution for Council		
Title	Resolution to Rename the Native Plant Garden		
Author	Fred Bain	Reviewed By:	Val Morton
Date	2022-02-24	Version	
Issued for	RCM 2022-03-01		

RESOLUTION

THAT the Native Plant Garden be renamed The Mary Comber Miles Native Plant Garden.

1. **BACKGROUND**

Mary Comber Miles, a longtime resident of Lions Bay, is the main visionary of the garden, that highlights our unique vegetation and the natural life it supports. Mary spent more than 10 years of dedicated work on the garden, which she envisioned as a place where people could appreciate the biodiversity of our local ecosystem and where children could learn about native plants and how they fit into the web of life.

2. **Support**

Now appears to be a good time to move on this request as Val and Tish, the lone gardeners now, are updating the signage for the garden. One of the new signs will be an entrance sign on which it would be appropriate to express our appreciation to Mary by naming the garden in her honour.

3. **Additional Informational**

An appeal for more garden volunteers will be coming soon to continue the vision of the garden. This is a venture that is working in a symbiotic relationship with the Bird Friendly Group and hopes to work cooperatively with the David Suzuki Foundation Butterflyway project.

For Council's consideration.

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Type	Information Report		
Title	Village of Lions Bay Housing Needs Assessment Report		
Author	Peter DeJong	Reviewed By:	
Date	November 11, 2021	Version	
Issued for	November 16, 2021		

Recommendation:

THAT the Information Report, “2021 Village of Lions Bay Housing Needs Assessment Report” be received; and

THAT copies of the Report be forwarded to the Province of British Columbia via the Union of British Columbia Municipalities (UBCM) and to Metro Vancouver.

Attachments:

- (1) 2021 Village of Lions Bay Housing Needs Assessment Report
- (2) Village of Lions Bay Housing Needs Assessment Presentation Slides

Key Information:

This report follows up on of the successful grant application to UBCM for a \$15,000 grant to prepare a Housing Needs Assessment report as required by legislation. The Village of Lions Bay shared in a study process, along with the Villages of Anmore and Belcarra, to create efficiencies for a very similar study and report that each Village was required to complete.

All communities are required to prepare a Housing Needs Assessment Report based on a prescribed format produced by the Ministry of Municipal Affairs and Housing within one year of the project being authorized with a deadline for completion of April 2022. These reports are required to be produced every 5 years.

In 2019, Metro Vancouver and its member municipality planners decided that Metro would provide some data for these studies through its Planning Department. Metro was notified that the three Villages have been working to produce similar but independent reports.

These materials have been prepared for Lions Bay and they are included in the attached draft final report. Similar reports are being compiled for Anmore and Belcarra.

Richard White Planning Advisory Service Ltd. (RWPAS), a planning team that has worked for the Village of Anmore and continues to perform general planning duties for the Village of Belcarra, were hired in the Spring of 2021 to produce the Provincially required studies and to co-ordinate the preparation of the Metro work as well as data requests from Statistics Canada, now also on file in the Village. RWPAS was aided in this work by Steve Pomeroy of Focus Consulting. Staff have arranged for members of the planning team to present their report and to answer Council questions concerning the report.

In addition to responding to the Province's requirements, Council, the public and social and housing service agencies will be able to use the findings of the report when considering new housing and service initiatives. The Province has announced that affordable and work force related housing is a major focus in its work over the next several years. Opportunities may present themselves for the Village. As well, any renewal or amendments to the Village OCP and Zoning regulations can be more carefully analyzed with the housing needs data in the report.

Follow Up Action: Forward the report to Metro and to the Province via UBCM.

Communication Plan: Post a brief write up of the report and a link to it on the Village of Lions Bay website.

Village of Lions Bay – Housing Needs Assessment Report



HOUSING NEEDS ASSESSMENT

Village of Lions Bay

Prepared by:
RWPAS
&
Focus Consulting

Completed November 2021

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Introduction

In 2019 the province passed legislation requiring local governments to collect data, analyze trends, and prepare reports that describe current and projected housing needs in their communities.

The intent of this legislated requirement is to strengthen the ability of local governments to understand their current and future housing needs, and to ensure that local policies, plans, and development decisions that follow are based on current evidence. The Provincial legislation dictates that each community provide a consolidated data summary; this is included here as Appendix A.

In support of this statutory obligation, Metro Vancouver have prepared detailed statistical descriptions for all municipalities in the Metro Vancouver Regional District. The descriptive details assembled by Metro Vancouver for Lions Bay is included here as Appendix B.

This brief extracts key data to draw out the more critical issues that the Village of Lions Bay should address to ensure a healthy balanced housing market over the coming decade. This covers:

- Brief synthesis of local demographic and market conditions
- Identifying anticipated housing requirements
- Quantifying housing need to which the market does not respond and requiring proactive policy and programming by the municipality

In undertaking a municipal level housing needs analysis (HNA) it is important to note that Lions Bay is situated within a large metropolitan region, with a metropolitan housing and labour market that is indifferent to local jurisdictional boundaries. This is especially important since Lions Bay accounts for only 0.05% of the regional population. As the regional population grows, mainly because of migration, even a small portion of regional growth could potentially have significant impacts on Lions Bay.

Local land supply, redevelopment of existing properties and policies that either encourage or constrain construction of new housing, and the form and size of these homes will in turn influence how potential growth evolves in the Village of Lions Bay. This will then impact on both housing requirements and need.

In undertaking this assessment, it is helpful at the outset to distinguish between two key concepts: housing requirements and housing need.

- **Housing requirements** derive from household growth and reflect the total number of new homes that will be required to meet anticipated demand.
- **Housing need** is a more distinct subset. For the purpose of this Housing Needs Assessment the term “need” is used to enumerate households that are already housed, but do not have sufficient income to afford this housing without financial stress. This is more narrowly defined below using the CMHC "core housing need" concept. And because their income is low, they lack “effective demand”. In such cases some form of assisted non-market housing is typically required. This includes constructing social or affordable housing as well as providing assistance to help cover the cost of housing (increase effective demand).

Overview of the local demographic and market context

The Village of Lions Bay is primarily a residential suburb with minimal local economic activity and employment. Commuting patterns from the 2016 census reveal that 93% of those in the labour force leave the Village daily to work in other parts of the region, by comparison only 6.5% live and work in Lions Bay.

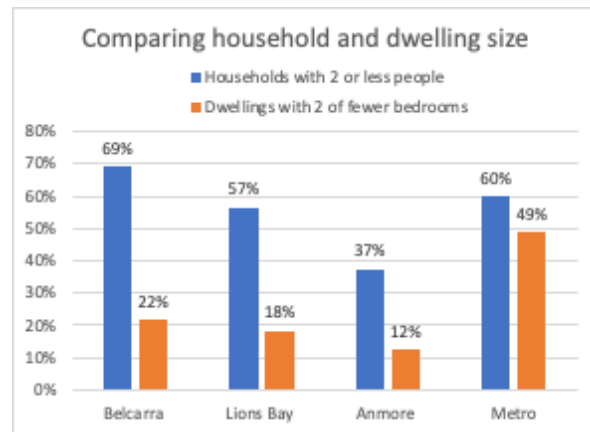
The housing stock is almost exclusively in the form of owner occupied single detached dwellings. Some 94% of homes are single-detached and 92% are owner occupied, the highest level of ownership in Metro. There is a very small number of rented dwellings mainly in the form of semi-detached and secondary suites within homes (informal Village listing suggests approximately 60 of these).

The high rate of ownership reflects a relatively high median household income (\$119,500), much higher than the Metro average (\$72,500). Notably the incomes of owners (\$130,800) are much higher than those of renters (\$73,100), which is typical across the country. And while there are only a few renters in Lions Bay, their incomes are higher than the median for Metro renters (\$49,000).

While single detached homes dominate the housing stock, just over one third are occupied by families with children. Couples with children account for 39% of households, augmented by 3% of lone parents with children.

The largest family type are couples with no children at home (48%). The scale of empty nesters, augmented by older singles is then reflected in the median age of individuals, 49.2 years which is considerably higher than the median age across Metro (40.6 years).

The family/household type and distribution reflect the size of households, with 57% comprised of only one or two persons, slightly lower than the other villages in the region.



There is clearly a mismatch in the characteristics of the population and the existing dominant housing form and size. While 57% of households have two or fewer persons, only 18% of houses have less than 3 bedrooms. Many empty nesters remain in larger homes, suggesting some degree of over-housing.

One-third of households (age of primary maintainer) are aged over 65 but the larger group (46%) are those aged 45-64, predominantly childless couples (many empty nesters) who will gradually expand the number of seniors (implications for services and improved accessibility). The average number of persons in a Lions Bay household was 2.7, just above the average household size in Metro Vancouver (2.5) and BC (2.4). While there are many small households these are many 2 person, and a sizeable number of 4+ families pull up the overall average.

This raises an important issue of mismatch – while many of these smaller, older households may wish to remain in the family home, is there demand for smaller dwellings in the village so that these individuals can downsize but remain in the same community? Can or should the planning process seek to encourage and enable this type of smaller unit development?

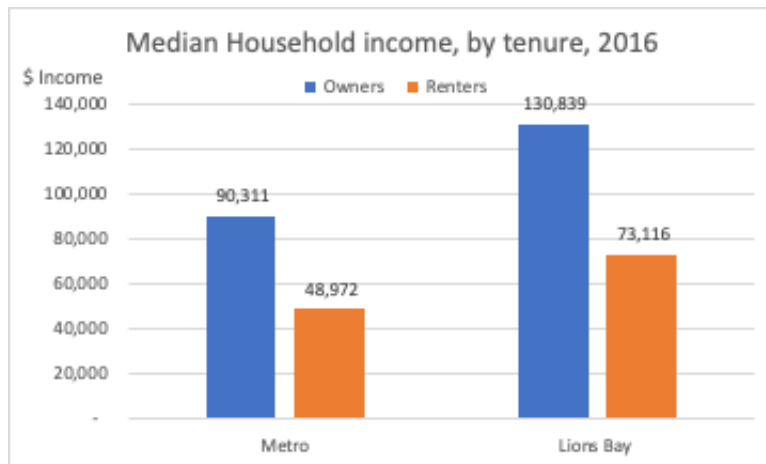
Home prices and affordability

Due to the small market size, and small number of sales annually, real estate transaction data from the Real Estate Board are not available for Lions Bay, so to identify home prices the occupant assessed home values as reported in the 2016 census are used here.

In part reflecting the existing stock, almost entirely comprised of single detached homes, the median home values are high, at almost \$1.4 million, well above the Metro median of \$800,000 (these are 2016 estimates – and are now obviously much higher).

With few rentals, and again, these being in the form of rented semi-detached and secondary suites within dwellings, these are not reported in the CMHC rental survey (which covers only multi-unit structures with 3 or more units) there is also no formal data, but the census rent distribution reveals that all renters in 2016 paid over \$1,500 and two-thirds above \$2,000 so the median rent is over this amount. ¹

But while prices and rents are high, so are incomes. The median renter household in Lions Bay brings home more than \$73,100, 50% above the Metro average (\$48,900). And owners enjoy a median income over \$130,000.

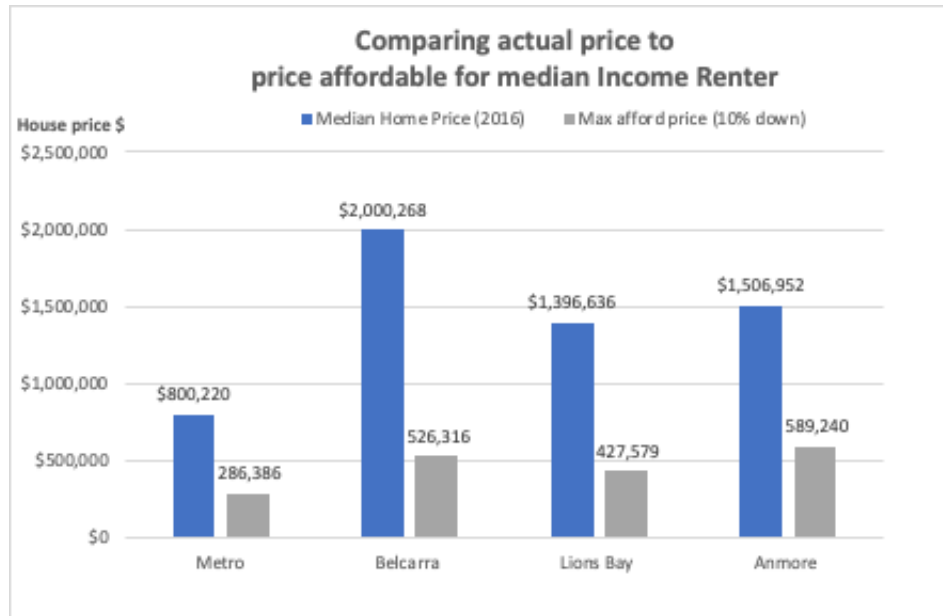


While this suggests an income to house price multiplier of 11, many of these owners are long term owners and paid much less to initially buy their home, so this metric is misleading. It does, however, show that ownership for first time buyers, without accumulated equity of move up buyers, is prohibitive.

At the median price of \$ 1.4 million (2016) no renters – neither those from rest of Metro, nor local renters already resident in Lions Bay can afford to buy.

¹ The census categories do not explicitly identify secondary suites within homes - a Village registry identifies approximately 60 such suites, not all legal

Assuming a mortgage amortized over 25 years at 3% with a 10% down payment we can determine the price that would be affordable at the median income (Metro and in Lions Bay).² Comparing the affordable price for a median renter household to the actual 2016 values reveals that in both Lions Bay (\$427,600) and across Metro (\$286,400), no existing renters can afford to buy a median priced home in Lions Bay (\$1.4 million).



Core housing need

The standardized measure of housing need in Canada is the concept of core housing need, designed and implemented by Canada Mortgage and Housing Corp (CMHC). This determines if a household falls below any of three standards – adequacy (physical condition), suitability (crowding), and affordability (pay over 30% gross income for housing); and if their income is below that required to afford a median rent in the local area (in this case Metro Vancouver). National, provincial, and metro data show that core need is far higher among renters and is predominantly a problem of affordability.

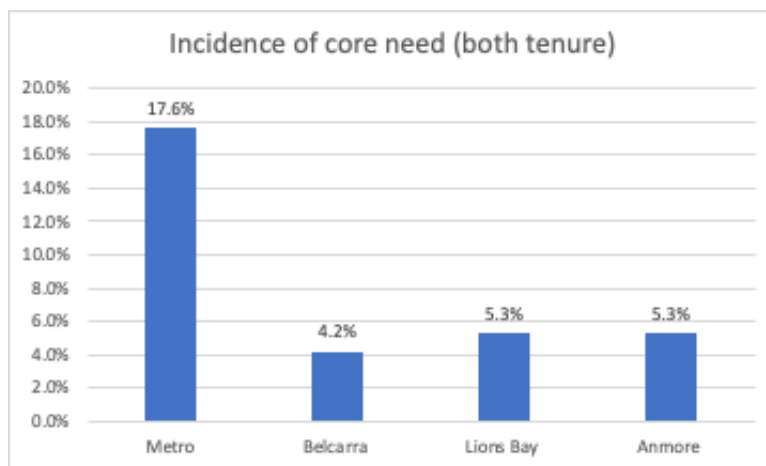
Looking only at the three first round tests, before applying the income criteria, the data suggest that 22% of households pay over 30% of income and 12.1% live in dwellings in need of major repair. However, when the stage 2 income criteria is applied, the incidence of affordability and

² A shelter to income ratio of 30% is commonly used as a measure of affordability and adopted in the CMHC core need concept. Of course, this is relative to income, as used here to estimate purchase affordability.

adequacy problems declines substantially - mainly due to high incomes and the presumption that these households have the financial capacity to remedy their problem without assistance.

Unfortunately, because the population of Lions Bay is very small and there are very few renters, core need can be determined only at an aggregate level (combining renters and owners). And reflecting the noted high incomes of local households, the incidence rate of core need is quite low, only 5.3% of all households are in need. This compares with the much higher rates of 17.6% in Metro and 14.9% province wide but is similar to the other small villages in Metro.

Because the number in need is so small, the data support only minimal detailed analysis by type of household and age cohort.³



When examining households found to be in core need the incidence is typically much higher for renters, and mainly because they have much lower incomes than owners. At the Metro scale, and again, driven by income, households with a single income, especially lone parents (34.5%) and singles (28%) are the two household types most in need. Comparable data is not available for Lions Bay.

Recent population, household growth and housing market response

Among the three villages in the metropolitan region, Lions Bay is middle sized, but closer in population to Anmore than to Belcarra. But unlike Anmore, Lions Bay has had only minimal population growth (0.5% since 2006).

³ Statistics Canada round values randomly up or down to nearest 5, so for example, a raw count of 7 may appear at 5 or 10. This impacts calculation of percentages resulting in a lack of precision in the incidence rates presented here.

More significantly while the census data identify a small increase in population between 2006 to 2016, it also reports a small decrease in the number of households (-1.9%). This would result from the natural growth with more children in families and increased average persons per household, while the number of households marginally declined.

Reflecting, or perhaps contributing to, this minimal population and household growth, there was minimal new housing construction. Between 2011-2019 only 13 new homes (all single detached) were constructed, and 3 were demolished creating a net change of only 1 home per year.

A key objective of this HNA is to anticipate future growth and need. This is explored by drawing on projections developed by Metro.⁴

Metro use a cohort survival model (births and deaths) augmented by estimates of likely migration. Migration (including international, but mainly domestic) is the primary factor influencing growth and is the most challenging to predict. What attracts people (households) either from elsewhere in the region, or from outside the region. And how does housing availability (new supply or from homes being vacated by current occupant impact migration? Does new housing construction respond to latent demand, or does demand materialize as a result of the availability of homes?

In a small community that exists within a larger region in which there is a wide array of choice and affordability, it is more likely that new migration is driven by availability of homes and by their design, size, and price, relative to other parts of the region.

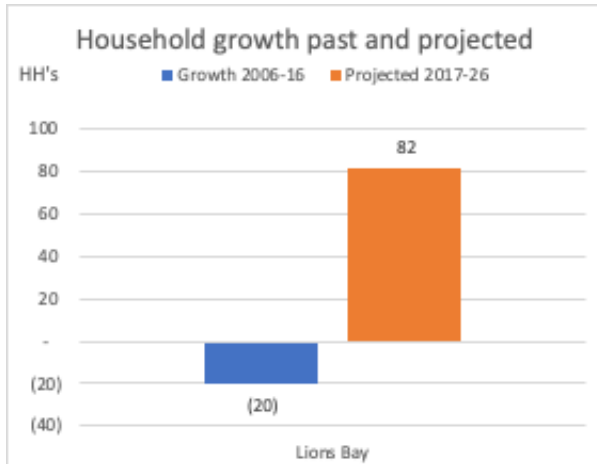
Therefore, the municipality can influence and manage growth. It can attract growth by expanding the supply of serviced lots or regulating increased density in existing developed areas; and it can equally restrict new migration and growth by constraining serviced land supply and development capacity, which appears to be the case in Lions Bay.

In developing estimates of population and household growth, Metro uses information on recent activity and plans for servicing and infrastructure to adjust natural growth estimates. Metro projections for 2021-26 suggest a small acceleration in the growth rate, with population increasing by 130 people 2016-2026. This is expected to create demand for an additional 82 homes. This implies an average household size of only 1.6, much lower than the 2016 average

⁴ Metro Vancouver planners provided estimates based on the draft for Metro 2050, the regional growth strategy. At the time of publication, Metro 2050 has not yet been adopted by the Metro Vancouver Regional District Board.

of 2.7. This is because families are aging and children leaving, with net growth coming mainly from aging, non-family households. That said, if the predominant form of new construction is larger detached homes, this may result in new families and alter the total count and average size projected by Metro.

This suggests an increase in construction up to 8 homes per year, compared to only one per



year for 2006-16. These estimates assume that sufficient serviced land supply is made available. Without additional serviced lots the projected growth will not be realized. Alternatively new households might be accommodated by adding suites or secondary dwellings on existing properties, especially to accommodate children or parents of primary occupant.

It is notable, that in developing these projections, Metro uses an age cohort survival model. This predicts that the population under 15 and 20-44 will decline - that is, fewer families with children; while those 65 and over, mainly empty nesters will increase (by 46%).

As noted earlier, there are currently no options for these smaller aging households to downsize and remain in Lions Bay. Consequently, it would be desirable to plan for and encourage builders to add smaller dwellings, rather than continuing the practice of building almost exclusively larger detached homes.

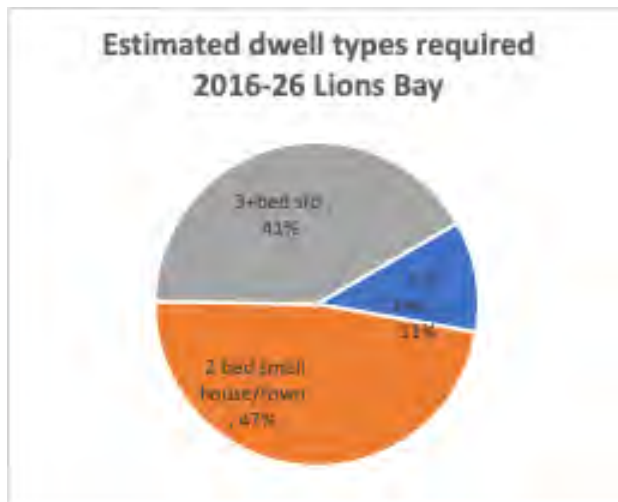
Anticipated future housing requirements

The Provincial guidelines for HNAs require projections to distinguish the mix of dwelling types/sizes that will be required as well as how the number in core need might grow.

Looking first to dwelling type requirements, based on current demographics. Examining the mix of current household types and sizes and assigning these against an assumed dwelling typology it is assumed that the household types align with the following dwelling configurations.

Household type	Dwell type
Singles	1.5 bed apt or secondary suite
Couple (no children), Lone parents, Non-Family 2+	2 bed apt or small house/town
Couple with kids, other (multi-family)	3+bed sfd

We then examine the distribution of household types (in 2016 census) and apply this pattern to the projected growth in population and households (reported above) to estimate the mix required over the decade 2016-26.



Applying this suggested dwelling typology to the 2016 population and households suggests that 41% of new homes (34) should be 3+ bedroom detached; 47% (39) should be small townhome or apartments and 11% (9) should be 1 bed+den apartments (e.g., secondary suites or coach homes).

This mix is considerably different from the existing mix (92% detached) as well as from the pattern of recent construction, exclusively

single detached homes.

Given the dominance of larger detached home, in order to accommodate the aging and decline in size of households an even stronger focus on smaller age-appropriate forms would enable the opportunity for existing empty nesters to downsize, while remaining in the community. This could include retrofitting some existing homes to divide into two dwellings, or more practically replacing older singles with semi-detached or triplex type development.

Anticipating future core housing need

Given the high-income profile in Lions Bay, the number and incidence of core need is much lower than the provincial and Metro average. Only 5.3% of households were found to be in need.

If this incidence rate is applied to the expected growth over the decade 2016-26, fewer than one additional household would be in core need. And given the absence of lower rent housing in the community the migration of potential core need households is extremely unlikely.

Concluding comments

This assessment has sought to quantify both future housing requirements and core housing need. The growth estimates suggest minimal growth, although this can be influenced and shifted if the municipality secures approval to add serviced lots. Consequently, the population and household projections generated by Metro, are tentative and notional only.

The key takeaway from this analysis is in relation to the dominant built form and mismatch with demographics – many small households, few small dwellings. Many former family households are aging in place, in quite large and quite expensive homes. There are very few existing options for these aging empty nesters to downsize and remain in the Village of Lions Bay.

Ideally policies should be implemented to encourage and incent new construction to focus on smaller dwelling types. The topography and existing dwelling sizes preclude any significant infill, so this will mostly rely on demolition and replacement. Policies to encourage installation of secondary suites in some larger homes may also be beneficial, both to accommodate low-cost options for essential key workers (e.g., teachers, firefighters) as well as enabling intergeneration living.

Housing Needs Reports – Summary Form

MUNICIPALITY/ELECTORAL AREA/LOCAL TRUST AREA: _____

REGIONAL DISTRICT: _____

DATE OF REPORT COMPLETION: _____ (MONTH/YYYY)

PART 1: KEY INDICATORS & INFORMATION

Instructions: please complete the fields below with the most recent data, as available.

LOCATION	Neighbouring municipalities and electoral areas:
	Neighbouring First Nations:

POPULATION	Population:		Change since	:	%	
	Projected population in 5 years:		Projected change:		%	
	Number of households:		Change since	:	%	
	Projected number of households in 5 years:		Projected change:		%	
	Average household size:					
	Projected average household size in 5 years:					
	Median age (local):		Median age (RD):	Median age (BC):		
	Projected median age in 5 years:					
	Seniors 65+ (local):	%	Seniors 65+ (RD):	%	Seniors 65+ (BC):	%
	Projected seniors 65+ in 5 years:					
	Owner households:		%	Renter households:	%	
	Renter households in subsidized housing:					

	Median household income	Local	Regional District	BC
INCOME	All households	\$	\$	\$
	Renter households	\$	\$	\$
	Owner households	\$	\$	\$

PART 2: KEY FINDINGS

Table 1: Estimated number of units needed, by type (# of bedrooms)

	Currently	Anticipated (5 years)
0 bedrooms (bachelor)		
1 bedroom		
2 bedrooms		
3+ bedrooms		
Total		

Comments:

Table 2: Households in Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
Of which are in core housing need						
Of which are owner households						
Of which are renter households						

Comments:

Table 3: Households in *Extreme* Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
Of which are in extreme core housing need						
Of which are owner households						
Of which are renter households						

Comments:

Briefly summarize current and anticipated needs for each of the following:

1. Affordable housing:

2. Rental housing:

3. Special needs housing:

4. Housing for seniors:

5. Housing for families:

6. Shelters for people experiencing homelessness and housing for people at risk of homelessness:

7. Any other population groups with specific housing needs identified in the report:

Were there any other key issues identified through the process of developing your housing needs report?

HOUSING NEEDS REPORT

Part 1: Community and Housing Profile

Village of Lions Bay

DRAFT FOR DISCUSSION
July 2021

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1. INTRODUCTION

Local governments across the Metro Vancouver region and across British Columbia encounter challenges in their efforts to achieve a diverse and affordable housing supply for all residents. Housing needs reports collect, review, and analyze data about current and projected population, household income, significant economic sectors, and the currently available and anticipated housing units in a given community, in order to establish a baseline understanding of housing need and demand. The housing needs report becomes the basis for determining current and projected housing need, and provides evidence-based information to support local planning efforts in addressing these gaps.

This report is structured in four parts:

1. **Introduction**
Describes the housing needs report requirement for local governments in British Columbia, the study purpose, and regional context.
2. **Community Profile**
Provides key demographic, household, and economic data, including population and household projections.
3. **Housing Profile**
Provides an overview of housing supply, market conditions, and housing indicators.
4. **Housing Need** (TO BE COMPLETED BY RESPECTIVE JURISDICTIONS (i.e. "Part 2" of the Housing Needs Report)
Summarizes housing need in the community identified through the research and analysis and engagement processes.

1.1 PURPOSE

New legislative requirements in British Columbia (BC) took effect April 16, 2019 requiring local governments to collect data, analyze trends and prepare reports that describe current and projected housing needs in their communities. Municipalities and regional districts in BC are required to complete publicly accessible housing needs reports by April 2022 and every five years thereafter.

Housing needs reports are intended to strengthen the ability of local governments to understand their current and future housing needs, and to ensure that local policies, plans, and development decisions that follow are based on recent evidence. These reports can identify existing and projected gaps in housing supply by collecting and analyzing quantitative and qualitative information about local demographics, economics, housing stock, and other factors. Having a housing needs report is a critical input that supports the development of a comprehensive housing strategy or action plan.

1.2 REGIONAL CONTEXT

Local governments are required to consider the most recently collected information and housing needs report when amending an official community plan or regional growth strategy. In Metro Vancouver, member jurisdictions are required to adopt Regional Context Statements which include policies or strategies that will work toward meeting future housing demand as set out in the regional growth strategy.

2. COMMUNITY PROFILE

The community profile section examines key demographic, household, and economic indicators for the Village of Lions Bay (referred to as “Lions Bay” from now), including population growth, age, household characteristics, and labour force statistics. Where it is relevant, Metro Vancouver and the Province of BC are used as a benchmark for comparison.

2.1 DEMOGRAPHICS

Population

According to the 2016 Census of Population, there were 1,334 people living in Lions Bay. Lions Bay represented 0.05% of the Metro Vancouver population, which was 2.5 million in 2016. Between 2006 and 2016 (the three most recent census periods), Lions Bay’s population increased by 0.5%, which was a growth of 6 people. Table 1 shows the population change in Lions Bay, Metro Vancouver and British Columbia from 2006 to 2016.

Table 1. Population Change, Lions Bay, Metro Vancouver, and BC (2006, 2011, 2016)

Community / Area	Population Growth	2006	2011	2016
Lions Bay	0.5%	1,328	1,318	1,334
Metro Vancouver	16.4%	2,116,581	2,313,328	2,463,431
British Columbia	13.0%	4,113,487	4,400,057	4,648,055

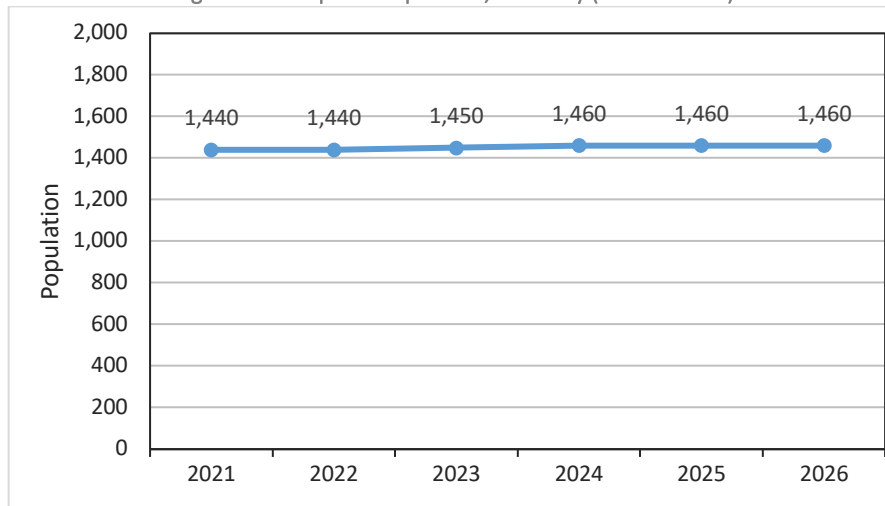
Source: Statistics Canada, Census of Population, 2006, 2011, 2016.

ANTICIPATED POPULATION

Metro Vancouver prepares population and growth projections for the region and its member jurisdictions. According to the most recent projections¹, Lions Bay’s population is anticipated to increase by 20 people, from 1,440 residents in 2021 to 1,460 residents in 2026.

¹ The projections included here represent the latest available draft projections at the time of publication, and may change once the final regional projections are adopted by the Metro Vancouver Regional District Board.

Figure 1. Anticipated Population, Lions Bay (2021 to 2026)



Source: Metro Vancouver

The growth shown in Figure 1 represents an anticipated population growth of 1.4% over a 5-year period. In comparison, the Metro Vancouver region is expected to experience 8.5% population growth over the 5-year period, 2021-2026 (Table 2).

Table 2. Anticipated Population Growth, Lions Bay and Metro Vancouver (2021 to 2026)

Community/Area	Anticipated Population Growth	2021	2026
Lions Bay	1.4%	1,440	1,460
Metro Vancouver	8.5%	2,807,470	3,046,860

Source: Metro Vancouver

Age Profile

Table 3 shows the median age of Lions Bay’s population, as reported in the three most recent census periods. Lions Bay’s median age (49.2) was higher than that of the region (40.9).

Table 3. Median Age, Lions Bay and Metro Vancouver (2006, 2011, 2016)

Age	2006	2011	2016
Lions Bay	47.0	48.7	49.2
Metro Vancouver	39.1	40.2	40.9

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Between 2006 and 2016, the number of people of working age in Lions Bay (people aged 20 to 64 years) declined, while the number of children and the number of people aged 65 years and over increased. Table 4 shows the population by age group in Lions Bay during the last three Census periods (2006, 2011 and 2016).

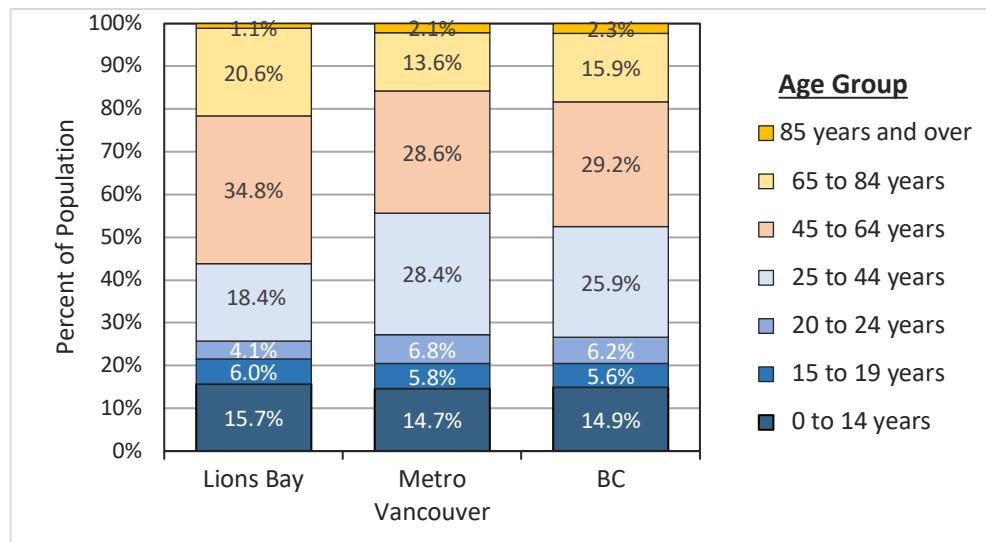
Table 4. Population by Age Group, Lions Bay (2006, 2011, 2016)

Age Group	2006		2011		2016		Percent change 2006-2016
0 to 14 years	200	15.0%	190	14.4%	210	15.7%	5.0%
15 to 19 years	75	5.6%	75	5.7%	80	6.0%	6.7%
20 to 24 years	65	4.9%	65	4.9%	55	4.1%	-15.4%
25 to 44 years	270	20.3%	245	18.6%	245	18.4%	-9.3%
45 to 64 years	550	41.4%	520	39.5%	465	34.8%	-15.5%
65 to 84 years	155	11.7%	210	16.0%	275	20.6%	77.4%
85 years and over	5	0.4%	20	1.5%	15	1.1%	200.0%
Total	1,330	100%	1,315	100%	1,335	100%	0.4%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

The age distribution of the population in Lions Bay differed from that of Metro Vancouver and the province of BC. The proportion of people aged 44 years or under was lower in Lions Bay (44.2%) than in Metro Vancouver (55.6%) and in BC (52.6%). The proportion of seniors 65+ years old in Lions Bay (21.7%) was higher than that in Metro Vancouver (15.7%) and BC (18.3%). Figure 2 compares the total population of Lions Bay, Metro Vancouver, and BC by age group.

Figure 2. Population by Age Group, Lions Bay, Metro Vancouver, and BC (2016)



Source: Statistics Canada, Census of Population, 2016

ANTICIPATED AGE PROFILE

According to Metro Vancouver growth projections, the most significant growth in Lions Bay is expected to occur among people aged 65 to 84 years (+18.8%). Table 5 shows the anticipated population growth by age group in Lions Bay from 2021 to 2026.

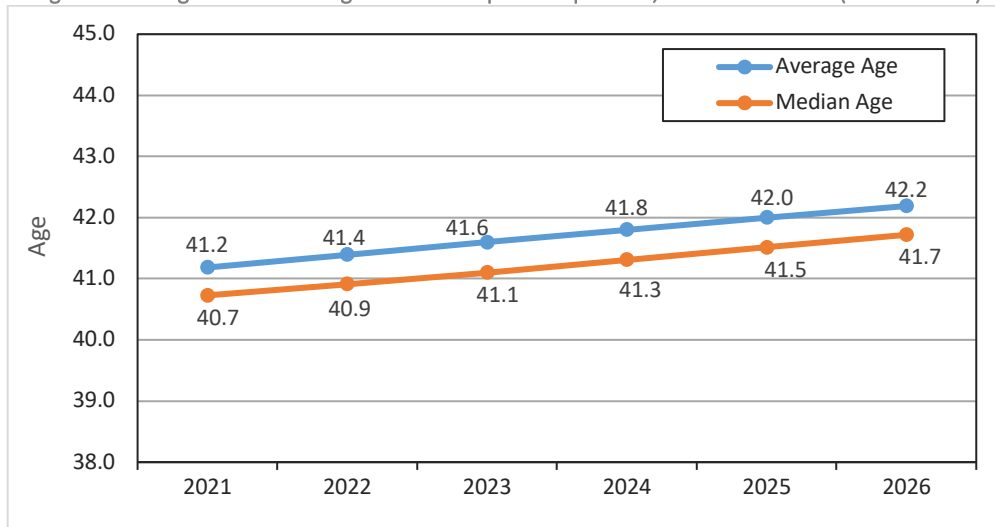
Table 5. Anticipated Population Growth by Age Group, Lions Bay (2021 to 2026)

Age Groups	2021		2026		Population Change 2021 - 2026	
0 to 14 years	200	13.9%	170	11.6%	-30	-15.0%
15 to 19 years	90	6.3%	90	6.2%	0	0.0%
20 to 24 years	60	4.2%	50	3.4%	-10	-16.7%
25 to 44 years	230	16.0%	230	15.8%	0	0.0%
45 to 64 years	530	36.8%	520	35.6%	-10	-1.9%
65 to 84 years	320	22.2%	380	26.0%	60	18.8%
85 years and over	20	1.4%	20	1.4%	0	0.0%
Total	1,440	100%	1,460	100%	20	1.4%

Source: Metro Vancouver

BC Stats also prepares population estimates and projections at a regional district level. According to BC Stats’ most recent projections which are shown in Figure 3, the median age of the anticipated population in Metro Vancouver will increase from 40.7 years in 2021 to 41.7 years by 2026, suggesting that the trend over the 5-year period will be an aging of the region’s population. This is concurrent with the findings of Metro Vancouver’s projections, and trends experienced across the province and country.

Figure 3. Average and Median Age of the Anticipated Population, Metro Vancouver (2021 to 2026)



Source: BC Stats

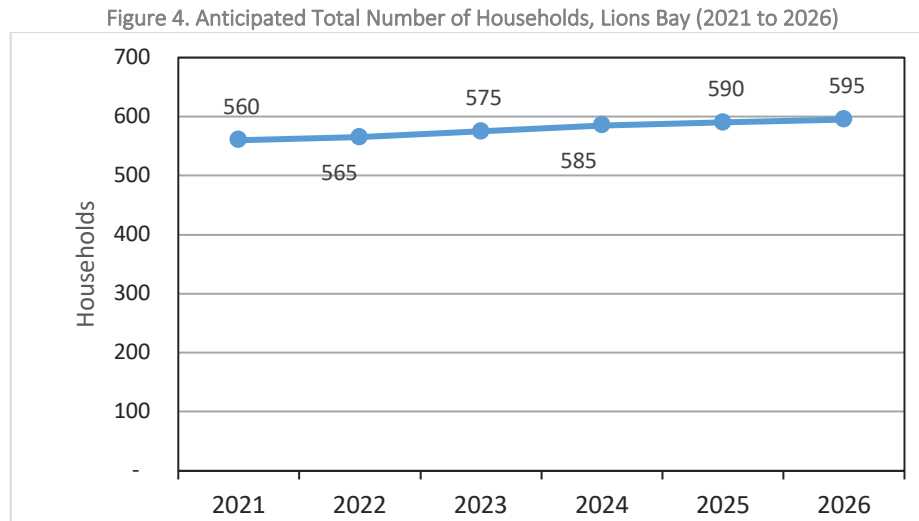
2.2 HOUSEHOLDS

Number of Households

In 2016, the total number of households in Lions Bay was 495. This is a decrease in the total households from the previous two census periods. In 2011, there were 510 households in Lions Bay, and in 2006 there were 515. This represented a 3.9% decline in the number of households between 2006 and 2016.

ANTICIPATED HOUSEHOLDS

According to Metro Vancouver population and housing projections², the anticipated number of households in Lions Bay is expected to grow to a total of 595 households by 2026, a 6.3% increase from 2021. Figure 4 contains information on the household projections for Lions Bay from 2021 to 2026.



Source: Metro Vancouver

Household Size

Over half (55.6%) of Lions Bay households were 1-person households and 2-person households, as shown in Table 6. Households containing 5 or more persons accounted for 8.1% of all households. According to the 2016 Census, the average number of persons in a Lions Bay household was 2.7, which was lower than the average household size in Metro Vancouver (2.5) and BC (2.4).

² The projections included here represent the latest available draft projections at the time of publication, and may change once the final regional projections are adopted by the Metro Vancouver Regional District Board.

Table 6. Number and Percentage of Households by Household Size, Lions Bay (2006, 2011, 2016)

Household Size	2006		2011		2016	
1 person	90	17.5%	75	14.7%	65	13.1%
2 persons	225	43.7%	230	45.1%	210	42.4%
3 persons	70	13.6%	75	14.7%	85	17.2%
4 persons	75	14.6%	100	19.6%	90	18.2%
5 or more persons	50	9.7%	30	5.9%	40	8.1%
Total	515	100.0%	510	100.0%	495	100.0%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

ANTICIPATED HOUSEHOLD SIZE

By 2026, the average number of persons in a Lions Bay household is expected to be 2.4.

Household Tenure

In 2016, 90.9% of Lions Bay households were owners. This proportion was slightly lower than in 2006 (91.3%). Lions Bay's ownership rate was significantly higher than that of Metro Vancouver (63.7%) and the province as a whole (68.0%). Table 7 shows the tenure breakdown for Lions Bay households for the past three Census periods.

Table 7. Number and Percentage of Households by Household Tenure, Lions Bay (2006, 2011, 2016)

Tenure	2006		2011		2016	
Owner households	475	91.3%	435	87.0%	450	90.9%
Renter households	40	7.7%	65	13.0%	45	9.1%
Total	520	100%	500	100%	495	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

According to the Statistics Canada Census, 'subsidized housing' refers to whether a renter household lives in a dwelling that is subsidized. Subsidized housing includes rent geared to income, social housing, public housing, government-assisted housing, non-profit housing, rent supplements and housing allowances.

Of the 45 renter households in Lions Bay in 2016, no households self-reported that they were living in subsidized housing / receiving a subsidy. Table 8 shows information on the subsidy status for renter households in Lions Bay during the past three Census periods.

Table 8. Number and Percentage of Renter Households in Subsidized Housing, Lions Bay (2006, 2011, 2016)

Subsidized Renter Households	2006		2011		2016	
Renter households with subsidy	n/a	n/a	0	0.0%	0	0.0%
Renter households without subsidy	n/a	n/a	65	100.0%	45	100.0%
Total	40	100%	65	100%	45	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Note: 2006 Census did not collect information on the presence of rental subsidies.

Household Income

In 2016, the median income for all Lions Bay households was \$119,507, and the average income was \$158,816. These were significantly higher than the incomes of households throughout BC as a whole (\$69,979 median income; \$90,354 average income) and households in the Metro Vancouver region (\$72,585 median income; \$96,423 average income). Table 9 shows the median household incomes for Lions Bay, Metro Vancouver, and BC during the past three census periods.

Table 9. Median Household Incomes, Lions Bay, Metro Vancouver, and BC (2006, 2011, 2016)

Median Household Income	2006	2011	2016
Lions Bay	\$108,499	\$116,186	\$119,507
Metro Vancouver	\$65,342	\$68,830	\$72,585
British Columbia	\$62,372	\$65,555	\$69,979

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

In Lions Bay, 16.2% of households were earning less than \$60,000 per year during the latest census period, as shown in Table 10. The proportion of households earning less than \$30,000 per year was 5.1% in 2016. These households often require below market housing such as rent-geared-to-income housing.

Table 10. Number and Percentage of Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)

Household Income	2006		2011		2016	
Under \$5,000	10	1.9%	0	0.0%	0	0.0%
\$5,000 to \$9,999	0	0.0%	0	0.0%	10	2.0%
\$10,000 to \$14,999	10	1.9%	0	0.0%	0	0.0%
\$15,000 to \$19,999	15	2.9%	0	0.0%	0	0.0%
\$20,000 to \$24,999	20	3.8%	0	0.0%	0	0.0%
\$25,000 to \$29,999	10	1.9%	0	0.0%	15	3.0%
\$30,000 to \$34,999	10	1.9%	0	0.0%	10	2.0%
\$35,000 to \$39,999	10	1.9%	0	0.0%	10	2.0%
\$40,000 to \$44,999	20	3.8%	20	4.0%	10	2.0%
\$45,000 to \$49,999	15	2.9%	15	3.0%	0	0.0%
\$50,000 to \$59,999	10	1.9%	20	4.0%	25	5.1%

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Household Income	2006		2011		2016	
\$60,000 to \$69,999	25	4.8%	0	0.0%	20	4.0%
\$70,000 to \$79,999	15	2.9%	15	3.0%	35	7.1%
\$80,000 to \$89,999	30	5.8%	20	4.0%	10	2.0%
\$90,000 to \$99,999	50	9.6%	0	0.0%	55	11.1%
\$100,000 to \$124,999	55	10.6%	140	27.7%	50	10.1%
\$125,000 to \$149,999	25	4.8%	55	10.9%	45	9.1%
\$150,000 to \$199,999	95	18.3%	110	21.8%	60	12.1%
\$200,000 and over	100	19.2%	60	11.9%	135	27.3%
Total households	520		505		495	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

Compared to the median income for all Lions Bay households (\$119,507) renter households had a significantly lower median income (\$73,116). Among renters, the proportion of households earning less than \$60,000 was 25.0%. Table 11 shows the number and percentage of renter households by household income bracket for the past three census periods.

Table 11. Number and Percentage of Renter Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)

Household Income	2006		2011		2016	
Under \$ 5,000	0	0.0%	0	0.0%	0	0.0%
\$5,000 to \$9,999	0	0.0%	0	0.0%	0	0.0%
\$10,000 to \$14,999	0	0.0%	0	0.0%	0	0.0%
\$15,000 to \$19,999	0	0.0%	0	0.0%	0	0.0%
\$20,000 to \$24,999	0	0.0%	0	0.0%	0	0.0%
\$25,000 to \$29,999	0	0.0%	0	0.0%	0	0.0%
\$30,000 to \$34,999	0	0.0%	0	0.0%	10	25.0%
\$35,000 to \$39,999	0	0.0%	0	0.0%	0	0.0%
\$40,000 to \$44,999	10	25.0%	0	0.0%	0	0.0%
\$45,000 to \$49,999	0	0.0%	0	0.0%	0	0.0%
\$50,000 to \$59,999	0	0.0%	0	0.0%	0	0.0%
\$60,000 to \$69,999	10	25.0%	0	0.0%	0	0.0%
\$70,000 to \$79,999	0	0.0%	0	0.0%	10	25.0%
\$80,000 to \$89,999	0	0.0%	0	0.0%	0	0.0%
\$90,000 to \$99,999	0	0.0%	0	0.0%	10	25.0%
\$100,000 to \$124,999	0	0.0%	0	0.0%	0	0.0%
\$125,000 to \$149,999	0	0.0%	0	0.0%	10	25.0%
\$150,000 to \$199,999	15	37.5%	0	0.0%	0	0.0%
\$200,000 and over	0	0.0%	0	0.0%	0	0.0%
Total renter households	40		65		40	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

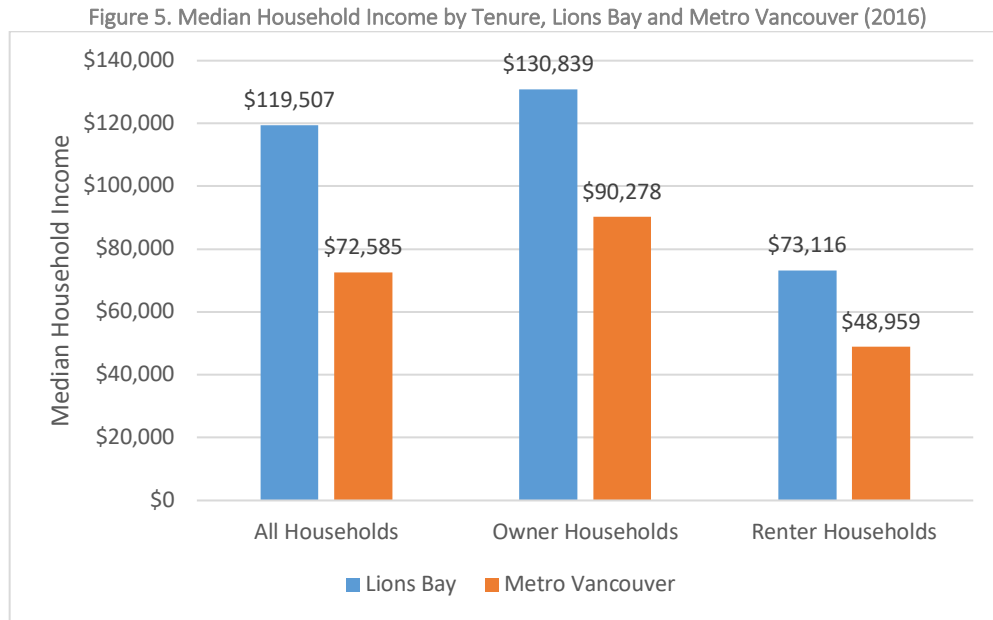
Owners had a higher median income when compared to all households in Lions Bay. With a median household income of \$130,839, owner households made more than 10,000 more than the median income of all households, and almost 60,000 more than the median income of renter households. The median income of owner households was 1.8 times higher than the median income of renter households. Table 12 shows the number and percentage of owner households by household income bracket for the past three census periods.

Table 12. Number and Percentage of Owner Households by Household Income Bracket (Constant 2015\$), Lions Bay (2006, 2011, 2016)

Household Income	2006		2011		2016	
Under \$ 5,000	10	2.1%	0	0.0%	0	0.0%
\$5,000 to \$9,999	0	0.0%	0	0.0%	10	2.2%
\$10,000 to \$14,999	0	0.0%	0	0.0%	0	0.0%
\$15,000 to \$19,999	15	3.2%	0	0.0%	0	0.0%
\$20,000 to \$24,999	20	4.2%	0	0.0%	0	0.0%
\$25,000 to \$29,999	10	2.1%	0	0.0%	15	3.3%
\$30,000 to \$34,999	10	2.1%	0	0.0%	0	0.0%
\$35,000 to \$39,999	10	2.1%	0	0.0%	10	2.2%
\$40,000 to \$44,999	0	0.0%	0	0.0%	10	2.2%
\$45,000 to \$49,999	20	4.2%	0	0.0%	0	0.0%
\$50,000 to \$59,999	0	0.0%	0	0.0%	25	5.6%
\$60,000 to \$69,999	25	5.3%	0	0.0%	25	5.6%
\$70,000 to \$79,999	10	2.1%	15	3.5%	25	5.6%
\$80,000 to \$89,999	30	6.3%	25	5.8%	0	0.0%
\$90,000 to \$99,999	50	10.5%	0	0.0%	45	10.0%
\$100,000 to \$124,999	55	11.6%	115	26.7%	45	10.0%
\$125,000 to \$149,999	25	5.3%	50	11.6%	40	8.9%
\$150,000 to \$199,999	75	15.8%	115	26.7%	55	12.2%
\$200,000 and over	100	21.1%	60	14.0%	135	30.0%
Total owner households	475		430		450	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

Finally, Figure 5 compares the median household incomes in Lions Bay and Metro Vancouver by household tenure, highlighting the significantly higher incomes of owner households compared with renter households.



Source: Statistics Canada, Census of Population, 2016 (custom data provided by BC Ministry of Municipal Affairs and Housing)

2.3 ECONOMY & EMPLOYMENT

Labour Force

The local economy has a significant impact on housing need and demand. Lions Bay’s participation rate was higher than that of Metro Vancouver and the province as a whole. Its unemployment rate was lower than Metro Vancouver’s and BC’s, as shown in Table 13.

The number of workers in the labour force decreased by 3.1% between 2006 and 2016, despite the slight increase of 0.5% in the overall population of Lions Bay over the same period.

Table 13. Labour Force Statistics, Lions Bay, Metro Vancouver, and BC (2016)

	Lions Bay	Metro Vancouver	British Columbia
Total Population Aged 15 Years and Over	1,130	2,064,615	3,870,375
In Labour Force	775	1,355,520	2,471,665
Employed	745	1,276,900	2,305,690
Unemployed	30	78,620	165,975
Not In Labour Force	355	709,095	1,398,710
Participation Rate	68.6%	65.7%	63.9%
Unemployment Rate	3.9%	5.8%	6.7%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

The largest proportion of workers residing in Lions Bay worked (regardless of whether their place of work was in Lions Bay or not) in the professional, scientific and technical services (18.1% of the workforce), arts, entertainment, and recreation (9.0% of the workforce), educational services (8.4%), and retail trade (8.4% of the workforce). Table 14 displays the number and percentage of workers by industry for the past three Census periods for workers who lived in Lions Bay.

Table 14. Number and Percentage of Workers by NAICS Sector, for workers who lived in Lions Bay (2006, 2011, 2016)

Sector	2006		2011		2016	
Industry - Not applicable	0	0.0%	0	0.0%	15	1.9%
All industry categories	800	100.0%	790	100.6%	760	98.1%
Agriculture, forestry, fishing and hunting	0	0.0%	0	0.0%	0	0.0%
Mining, quarrying, and oil and gas extraction	0	0.0%	0	0.0%	0	0.0%
Utilities	0	0.0%	0	0.0%	0	0.0%
Construction	55	6.9%	25	3.2%	55	7.1%
Manufacturing	25	3.1%	50	6.4%	25	3.2%
Wholesale trade	35	4.4%	15	1.9%	10	1.3%
Retail trade	65	8.1%	50	6.4%	65	8.4%
Transportation and warehousing	15	1.9%	0	0.0%	20	2.6%
Information and cultural industries	35	4.4%	70	8.9%	50	6.5%
Finance and insurance	35	4.4%	25	3.2%	50	6.5%
Real estate and rental and leasing	15	1.9%	35	4.5%	10	1.3%
Professional; scientific and technical services	180	22.5%	160	20.4%	140	18.1%
Management of companies and enterprises	0	0.0%	0	0.0%	0	0.0%
Administrative and support; waste management and remediation services	80	10.0%	40	5.1%	40	5.2%
Educational services	50	6.3%	80	10.2%	65	8.4%
Health care and social assistance	40	5.0%	20	2.5%	50	6.5%
Arts; entertainment and recreation	10	1.3%	50	6.4%	70	9.0%
Accommodation and food services	55	6.9%	15	1.9%	40	5.2%
Other services (except public administration)	55	6.9%	0	0.0%	40	5.2%
Public administration	35	4.4%	90	11.5%	30	3.9%
Total	800		785		775	

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Commuting Destination

In Metro Vancouver, commuting destination is also an important factor when considering a household's housing and transportation cost burden. The large majority of Lions Bay residents (88.0%) commuted to a different part of the region for work, compared to 6.5% who both lived and worked within Lions Bay. Table 15 shows the breakdown of commuting destinations for workers with a usual place of work (workers who have a specific work address outside their home).

Table 15. Number and Percentage of Workers with a Usual Place of Work by Commuting Destination, Lions Bay (2016)

Commuting Destination	2016	
Within Lions Bay	30	6.5%
Within Region of Metro Vancouver but outside Lions Bay	405	88.0%
Within BC but outside of Metro Vancouver	20	4.3%
To a different Province or Territory	10	2.2%
Total - Worker Population with a Usual Place of Work	460	100%

Source: Statistics Canada, Census of Population, 2016

Mobility

Mobility status provides information about the movement of residents. Non-movers are persons who lived in the same residence as on the same date 5 years earlier. Non-migrants are persons who did not live in the same residence 5 years earlier, but who still lived in Lions Bay (moved within the Census Subdivision). Migrants include both internal migrants (who lived in a different municipality or province within Canada 5 years ago), and external migrants (those who did not live in Canada 5 years ago).

Table 16. Mobility Status as Compared to 5 Years Ago, Lions Bay (2006, 2011, 2016)

Mobility Status	2006		2011		2016	
	Count	Percentage	Count	Percentage	Count	Percentage
Non-movers	895	71.3%	985	78.5%	830	62.4%
Non-migrants	110	8.8%	40	3.2%	65	4.9%
Migrants	245	19.5%	230	18.3%	435	32.7%
Total	1,255	100.0%	1,255	100.0%	1,330	100.0%

Source: Statistics Canada, 2006 Census of Population, 2011 National Household Survey, 2016 Census of Population

As shown in Table 16, 62.4% of Lions Bay residents were non-movers according to the 2016 Census, meaning they had lived in the same residence five years ago. Movement from other parts of Canada and other countries is an important source of new residents to many parts of the Metro Vancouver region, and has an impact on housing supply.

3. HOUSING PROFILE

The housing profile section provides an overview of key housing indicators for Lions Bay, including dwelling units currently occupied and available, changes in the housing stock, and housing values. Where it is relevant, Metro Vancouver and the Province of BC are used as a benchmark for comparison.

3.1 HOUSING SUPPLY

Housing Unit Types

Almost all of the 495 housing units in Lions Bay were single-detached houses (94.9%). Following this housing type, row houses were the next most common form of housing, comprising 4.0% of the total housing units. Table 17 shows dwelling units by structure type in Lions Bay during the past three Census periods.

Table 17. Number and Percentage of Dwelling Units by Structure Type, Lions Bay (2006, 2011, 2016)

Structure Type	2006		2011		2016	
Single-detached house	460	89.3%	450	89.1%	470	94.9%
Semi-detached house	0	0.0%	0	0.0%	0	0.0%
Apartment (duplex)	25	4.9%	15	3.0%	0	0.0%
Row house	20	3.9%	20	4.0%	20	4.0%
Apartment (fewer than 5 storeys)	0	0.0%	15	3.0%	5	1.0%
Apartment (5 or more storeys)	0	0.0%	0	0.0%	0	0.0%
Other single-attached house	0	0.0%	5	1.0%	0	0.0%
Movable dwelling	0	0.0%	0	0.0%	0	0.0%
Total	515	100%	505	100%	495	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

In terms of the breakdown of housing units by type (i.e. number of bedrooms), virtually all of Lions Bay's housing units (99.0%) was housing that could be suitable for families (2 bedroom or 3+ bedroom units). Between 2006 and 2016, there was an increase in the number of dwelling units with 4 or more bedrooms, and a decrease in units with 2 bedrooms. Table 18 shows the dwelling units by number of bedrooms in Lions Bay during the past three Census periods.

Table 18. Number and Percentage of Dwelling Units by Number of Bedrooms, Lions Bay (2006, 2011, 2016)

Number of Bedrooms	2006		2011		2016	
0 bedrooms	0	0.0%	0	0.0%	0	0.0%
1 bedroom	0	0.0%	25	5.0%	0	0.0%
2 bedrooms	120	23.1%	45	9.0%	85	17.2%
3+ bedrooms	385	74.0%	435	87.0%	405	81.8%
Total	520	100%	500	100%	495	100%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

According to the 2016 Census, almost two thirds of dwelling units in Lions Bay were built prior to 1981 (64.6%). Table 19 shows information on dwelling units in Lions Bay by period of construction.

Table 19. Number and Percentage of Dwelling Units by Period of Construction, Lions Bay (2016)

Period of Construction	2016	
1960 or before	25	5.1%
1961 to 1980	295	59.6%
1981 to 1990	80	16.2%
1991 to 2000	60	12.1%
2001 to 2005	10	2.0%
2006 to 2011	15	3.0%
2011 to 2016	10	2.0%
Total	495	100.0%

Source: Statistics Canada, Census of Population, 2016

Rental Housing

Due to the small population size of the village of Lions Bay and associated confidentiality concerns, data on the rental market is not available through Statistics Canada or the Canada Mortgage and Housing Corporation.

Non-Market Housing

Non-market housing is affordable housing that is owned or subsidized by government, non-profits, or housing cooperatives; where the housing is provided at below market rents or prices. Non-market housing is found across the housing spectrum, ranging from emergency housing, to supportive housing and cooperatives.

BC Housing assists in meeting the needs of BC's most vulnerable residents through the provision of affordable non-market housing, and by making housing in the private rental market more affordable through the provision of rent supplements.

The information in this section is based on BC Housing's summary of housing units identified as emergency, supportive and independent housing in Lions Bay.

Table 20 summarizes the number of dwelling units that were identified by BC Housing as non-market units in Lions Bay and Metro Vancouver in 2020, and Table 21 summarizes the total number of non-market housing units and shelter beds specifically available for the homeless population in Lions Bay and Metro Vancouver.

Table 20. Number of Dwelling Units that are Non-Market (Subsidized) Units, Lions Bay and Metro Vancouver (2020)

Community	Transitional Supported and Assisted Living	Independent Social Housing		Total Units
		Low Income Families	Low Income Seniors	
Lions Bay	0	0	0	0
Metro Vancouver	9,477	10,834	13,296	33,607

Source: BC Housing

Table 21. Number of Housing Units and Shelter Beds for the Homeless, Lions Bay and Metro Vancouver (2020)

Community	Housing Units for the Homeless	Shelter Beds	Total
Lions Bay	0	0	0
Metro Vancouver	7,565	1,339	8,904

Source: BC Housing

Changes in Housing Stock

Housing completions are a measure of increasing housing supply. Table 22 shows housing completions by structure type over time in Lions Bay. Since 2011, the number of housing completions has varied, averaging one completion per year. All completions in Lions Bay have been for single detached homes. There have been no rental housing completions since 2011.

Table 22. Number of Housing Completions by Structure Type, Lions Bay (2011 to 2020)

Housing Completions	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Secondary Suite	0	0	0	0	0	0	0	0	0	0
Single Detached	3	1	0	1	3	1	0	1	1	2
Semi-Detached	0	0	0	0	0	0	0	0	0	0
Row House	0	0	0	0	0	0	0	0	0	0
Apartment	0	0	0	0	0	0	0	0	0	0
Total	3	1	0	1	3	1	0	1	1	2

Source: Canada Mortgage and Housing Corporation

Note: 2019 data for secondary suite is combined into apartment category.

As housing developments age over time, the renewal and redevelopment of these dwellings can result in demolitions. Demolitions affect net additions to the housing stock. There were no housing demolitions in Lions Bay between 2011 and 2018, but 2019 saw 3 demolitions. Table 25 shows the number of housing demolitions by structure type from 2011 to 2019.

Table 23. Number of Housing Demolitions by Structure Type, Lions Bay (2011 to 2019)

Housing Demolitions	2011	2012	2013	2014	2015	2016	2017	2018	2019
Single Detached	0	0	0	0	0	0	0	0	3
Duplex	0	0	0	0	0	0	0	0	0
Row house	0	0	0	0	0	0	0	0	0
Apartment	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	3

Source: Canada Mortgage and Housing Corporation

3.2 HOUSING MARKET CONDITIONS

Housing Values

Tables 24 and 25 show the median values of housing for all units, by structure type, and by types of housing unit (0, 1, 2, 3, and 4+ bedrooms) in Lions Bay based on data from the 2016 Census of Population. In 2016 the median housing value for single-detached houses was \$1,499,183. Median housing values were highest for dwellings with 4 or more bedrooms (\$1,503,882).

Table 24. Median Housing Values by Structure Type, Lions Bay (2016)

Structure Type	Number of Dwellings	Median Value
Single-detached house	425	\$1,499,183
Apartment (5 or more storeys)	-	-
Apartment (fewer than 5 storeys)	10	-
Apartment (duplex)	-	-
Row house	15	-
Semi-detached house	-	-
Total	455	\$1,396,636

Source: Statistics Canada, Census of Population, 2016

Table 25. Median Housing Values by Number of Bedrooms, Lions Bay (2016)

Number of Bedrooms	Number of Dwellings	Median Value
0 bedrooms	0	-
1 bedroom	0	-
2 bedrooms	80	\$1,101,730
3 bedrooms	180	\$1,300,220
4+ bedrooms	195	\$1,503,882
Total	455	\$1,396,636

Source: Statistics Canada, Census of Population, 2016

Sale Prices

The Real Estate Board of Greater Vancouver also tracks home sales in the Metro Vancouver region through the MLSLink Housing Price Index® (MLSLink HPI®) which measures benchmark or typical home prices. The MLSLink® Housing Price Index (HPI), established in 1995, is modelled on the Consumer Price Index. Instead of measuring goods and services, the HPI measures the change in the price of housing features. Thus, the HPI measures typical, pure price change (inflation or deflation). The HPI benchmarks represent the price of a typical property within each market. The HPI takes into consideration what averages and medians do not – items such as lot size, age, and number of bedrooms, for example. Each month's sales determine the current prices paid for bedrooms, bathrooms, fireplaces, etc. and apply those new values to the 'typical' house model.

Data for Lions Bay, along with other smaller municipalities, is not available.

Affordable Sales

Metro Vancouver is often identified as having the highest home prices relative to household income in North America. Factors such as sale price, household income and mortgage rates impact affordability within the ownership market. Ownership units are considered to be affordable if households with median household income can purchase the unit, with 10% down, 25-year amortization period and pay no more than 30% of their income. Based on these considerations the estimated affordable price is set at \$420,000 (previously set to \$385,000 for 2011-2015).

Data for Lions Bay, along with other smaller municipalities, is not available.

Rental Prices

Data on rental prices is collected by the Canada Mortgage and Housing Corporation. Data for Lions Bay, along with other smaller municipalities, is not available.

Affordable Rents

Affordability is a function of high housing costs relative to incomes and it can be made worse if rents grow at a faster rate than incomes. Affordability pressures can also be more severe for households falling at the lower end of the income distribution.

Rental units are considered to be affordable to a household if that household spends 30% or less of their household income on rent. Based on this consideration, units that rent for \$940 per month or less are deemed to be affordable for households earning \$37,500 per year (approximately 50% of the 2016 regional median household income), and units that rent between \$940 and \$1,500 are deemed to be affordable for households earning \$60,000 (approximately 80% of the 2016 regional median household income).

Data for Lions Bay, along with other smaller municipalities, is not available.

3.3 HOUSING INDICATORS

Affordability

According to Statistics Canada, affordability means housing that costs less than 30% of a household's before-tax household income, including the following costs:

- For renters: rent and any payments for electricity, fuel, water and other municipal services;
- For owners: mortgage payments (principal and interest), property taxes, and any condominium fees, along with payments for electricity, fuel, water and other municipal services.

In 2016, 22.2% of all private households (110 households) were living below the affordability standard in Lions Bay. Table 26 shows the number and percentage of households in Lions Bay spending 30% or more of their income on shelter costs but less than 100% for the three most recent census periods.

The proportion of owner households spending 30%-100% of their income on shelter costs in Lions Bay (19.8%) was slightly lower than that in the Metro Vancouver region as a whole (20.3%) but lower than the proportion province-wide (17.1%) in 2016. In Lions Bay, Metro Vancouver, and BC, significantly more renter households spent 30%-100% of their income on shelter costs. In Lions Bay, 55.6% of renter households fell below the affordability standard, which was higher than the proportion of Metro Vancouver renter households (33.8%) and BC renter households (35.2%).

Table 26. Households Spending 30%-100% of Their Income on Shelter by Tenure, Lions Bay (2006, 2011, 2016)

Affordability	2006		2011		2016	
Total Private Households	515	100%	500	100%	495	100%
Below the affordability standard	75	14.6%	95	19.0%	110	22.2%
Owner Households	470	100%	435	100%	455	100%
Below the affordability standard	70	14.9%	90	20.7%	90	19.8%
Renter Households	40	100%	70	100%	45	100%
Below the affordability standard	0	0.0%	10	14.3%	25	55.6%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Adequacy

Adequacy refers to housing that does not require any major repairs, according to its residents. Table 27 shows that the proportion of private households in Lions Bay requiring major repair increased between 2006 and 2016. In 2016, 60 households experienced adequacy challenges representing 12.1% of all households.

Table 27. Households Requiring Major Repair by Tenure, Lions Bay (2006, 2011, 2016)

Adequacy (Requiring Major Repair)	2006		2011		2016	
Total Private Households	515	100%	500	100%	495	100%
Below the adequacy standard	40	7.8%	25	5.0%	60	12.1%
Owner Households	475	100%	430	100%	455	100%
Below the adequacy standard	45	9.5%	20	4.7%	40	8.8%
Renter Households	40	100%	70	100%	45	100%
Below the adequacy standard	0	0.0%	0	0.0%	15	33.3%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Suitability

Suitability is a measure of whether housing has enough bedrooms for the size and make-up of the resident households, according to National Occupancy Standard (NOS) requirements. As shown in Table 28, there were no households living in overcrowded conditions in Lions Bay in 2016.

Table 28. Households Living in Overcrowded Conditions by Tenure, Lions Bay (2006, 2011, 2016)

Suitability (Overcrowding)	2006		2011		2016	
Total Private Households	515	100%	500	100%	495	100%
Below the suitability standard	0	0.0%	0	0.0%	0	0.0%
Owner Households	475	100%	430	100%	455	100%
Below the suitability standard	0	0.0%	0	0.0%	0	0.0%
Renter Households	40	100%	70	100%	45	100%
Below the suitability standard	0	0.0%	0	0.0%	0	0.0%

Source: Statistics Canada, Census of Population, 2006, 2011, 2016

Homelessness

The Metro Vancouver regional Homeless Count, which occurs every three years, provides a point-in-time snapshot of homelessness in the region. Data for Lions Bay, and other smaller municipalities, is not available.

Social Housing Waitlist

BC Housing collects data on households that have applied for social housing in Metro Vancouver through the Housing Registry, a centralized database for those non-profit housing providers that have chosen to participate. The waitlist tracks applicant households by municipality across the region, as well as by specific characteristics including family or single person households, seniors, persons with disabilities and households needing wheelchair access. Data for Lions Bay was not available.

APPENDIX: GLOSSARY

ADEQUATE in relation to housing, means that, according to the residents in the housing, no major repairs are required to the housing.

AFFORDABLE HOUSING has shelter costs equal to less than 30% of total before-tax household income.

APARTMENT means a dwelling unit in a building with three or more dwelling units. Typically, apartments are classified as either: (a) apartment in a building that has fewer than five storeys; and, (b) apartment in a building that has five or more storeys.

APARTMENT (DUPLEX) means one of two dwellings, located one above the other, may or may not be attached to other dwellings or buildings. Apartment (duplex) units are commonly the main units and the secondary suite units in houses with secondary suites.

CENSUS DIVISION the general term for provincially legislated areas (such as county and regional district) or their equivalents. Census divisions are intermediate geographic areas between the province/territory level and the municipality (census subdivision).

CENSUS SUBDIVISION the general term for municipalities (as determined by provincial/territorial legislation) or areas treated as municipal equivalents for statistical purposes.

COOPERATIVE HOUSING is a type of housing that residents own and operate as part of a membership.

CORE HOUSING NEED means a household living in housing that falls below at least one of the adequacy, affordability or suitability standards and that would have to spend 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable.

DWELLING STRUCTURAL TYPE refers to the structural characteristics and/or dwelling configuration, that is, whether the dwelling is a single-detached house, an apartment in a high-rise building, a row house, a mobile home, etc.

EXTREME CORE HOUSING NEED has the same meaning as core housing need except that the household has shelter costs for housing that are more than 50% of total before-tax household income;

HOMELESSNESS is the situation of an individual or family that does not have a permanent address or residence.

HOUSEHOLD refers to a person or a group of persons who occupy the same dwelling.

MARKET HOUSING means housing that is privately owned by an individual (or a company) who generally does not receive direct subsidies to purchase or maintain it. Prices are set by the private market.

MEDIAN is the value which is in the centre of a group of values.

MIGRANT means a migrant within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, migrants include both internal migrants (who lived in a different municipality or province within Canada 5 years ago), and external migrants (those who did not live in Canada 5 years ago).

MOBILITY STATUS means a mobility status within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census;

MOVABLE DWELLING means a single dwelling, other than a mobile home, used as a place of

residence, but capable of being moved on short notice, such as a tent, recreational vehicle, travel trailer houseboat, or floating home.

MOVER means a mover within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, movers are persons who did not live in the same residence as on the same date 5 days earlier. Movers include before non-migrants and migrants.

NAICS means the North American Industry Classification System Canada 2012, published by Statistics Canada;

NAICS sector means a sector established by the NAICS.

NON-MIGRANT means a non-migrant within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, non-migrants are persons who did not live in the same residence 5 years earlier, but who still lived in the same census subdivision (moved within the Census Subdivision)

NON-MOVER means a non-mover within the meaning of the Mobility and Migration Reference Guide, published by Statistics Canada for the 2016 Census. For the purposes of this report, non-movers are persons who lived in the same residence as on the same date 5 years earlier.

NON-MARKET HOUSING means affordable housing that is owned or subsidized by government, a non-profit society, or a housing cooperative; whereby rent or mortgage payments are not solely market driven.

OTHER SINGLE-ATTACHED HOUSE means a single dwelling that is attached to another building and that does not fall into any of the other dwelling structural types, such as a single dwelling attached to a non-residential structure (e.g., a store or a church) or occasionally to another residential structure (e.g., an apartment building).

OWNER HOUSEHOLD refers to a private household where some member of the household owns the dwelling, even if it is still being paid for.

PARTICIPATION RATE means the total labour force in a geographic area, expressed as a percentage of the total population of the geographic area;

PRIMARY RENTAL MARKET means a market for rental housing units in apartment structures containing at least 3 rental housing units that were purpose-built as rental housing;

RENTAL ASSISTANCE PROGRAM (RAP) is a type of rent supplement program that BC Housing offers to eligible low-income families.

RENTER HOUSEHOLD refers to private households where no member of the household owns their dwelling.

ROW HOUSE means one of three or more dwellings joined side by side (or occasionally side to back), such as a townhouse or garden home, but not having any other dwellings either above or below. Townhouses attached to a high-rise building are also classified as row houses.

SECONDARY RENTAL MARKET means a market for rental housing units that were not purpose-built as rental housing;

SEMI-DETACHED DWELLING means one of two dwellings attached side by side (or back to back) to each other, but not attached to any other dwelling or structure (except its own garage or shed). A semi-detached

dwelling has no dwellings either above it or below it, and the two units together have open space on all sides.

SHELTER AID FOR ELDERLY RENTERS (SAFER) is a type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.

SINGLE-DETACHED DWELLING means a single dwelling not attached to any other dwelling or structure (except its own garage or shed). A single-detached house has open space on all sides, and has no dwellings either above it or below it.

STRUCTURE TYPE see 'Dwelling Structural Type'.

SUBSIDIZED HOUSING refers to whether a renter household lives in a dwelling that is subsidized. Subsidized housing includes rent geared to income, social housing, public housing, government-assisted housing, non-profit housing, rent supplements and housing allowances.

SUITABLE HOUSING means housing that has enough bedrooms for the size and make-up of resident households, according to National Occupancy Standard (NOS) requirements.

TENURE refers to whether the household owns or rents their private dwelling.

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**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, FEBRUARY 15, 2022 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: 0

Public: 6

1. Call to Order

Mayor McLaughlin called the meeting to order at 7:02 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT item 7Bi weekend parking be added; and

THAT the agenda be adopted, as amended.

CARRIED

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

A. Clara George

C. George commented on R100 fuels and warranties, noting that R100 should meet all testing requirements and the City of Vancouver has not accepted loss of warranty. She noted that R100 is being used by the film industry, and at Union 76 stations in the State of California. She urged Council to reconsider their previous decision.

PWM Jaffer noted:

- overview of R100 fuels: does meet federal regulation, however not gained acceptance by Ford and Caterpillar equipment manufacturers, per direct conversation.
- no confirmation yet on emergency generators
- equipment works on a seven year replacement cycle: looking to electric vehicles
- warranty claims must go through failure analysis, City of Vancouver is absorbing liability on their fuel related equipment and have the capacity to do so
- all new trucks are from 2019; backhoe, 2018 and all under warranty; trucks are Ford who have categorically stated that R100 will not be accepted

B. Ruth Simons

R. Simons questioned whether the City of Vancouver has had any issues with using R100 fuels.

PWM Jaffer noted that

- the City of Vancouver has a specific department, fuel technicians and engineers to ensure fuel deliveries meet certain standards and have had no issues to date
- Village Hall is fuel oil; would have to check with manufacturer
- Committed to reducing GHG as stated in Council report and budget showing current replacement of assets requests, going for electric

Councillor Cunliffe questioned how the State of California is mitigating warranty with Ford.

C. George noted that warranties are null if fuel is subpar, same as petroleum. Suncor is saying that it is meeting Canadian standards. She questioned whether there has been any shipment that has been flawed.

PWM Jaffer noted that both Caterpillar and Ford have categorically said they will not accept R100 fuels. If R100 affects warranty, costs are being absorbed.

4. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – February 1, 2022

The following item was identified as requiring an amendment:

- Item 9Aii – amend last two bullets under the discussion paragraph to note as attributed to Councillor Abbott.

THAT the Regular Council Meeting Minutes of February 1, 2022 be approved as amended.

CARRIED

5. Business Arising from the Minutes

Councillor Abbott provided an update on the meeting he attended as an intervenor with respect to the BC Utilities Commission hearings on BC Hydro's two-tiered rate structure noting that they have stated the two-step pricing is punitive, but the pricing will remain unchanged. However, they noted that overall bills may be reduced.

Councillor Abbott noted that staff have provided samples of larger-sized bin liners that are acceptable to waste control and encourage their use to reduce odours.

6. 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
242	December 14, 2021	G10 BC SPCA Rodenticide Prohibition	PWM Jaffer to follow up with BC SPCA
247	December 14, 2021	R4 P. Marsh re: LB Payroll inquiry	CFO Rooke to provide a report in March 2022

CAO DeJong noted that he responded to G. Weary's correspondence.

7. Reports

A. Staff

i. PWM: Kelvin Grove Wastewater Treatment Plant Annual Report for 2021

PWM Jaffer provided an overview of the data, noting the six instances where permitted allowance for discharge into Kelvin Grove bay was exceeded and responded to questions:

- causation can be due to aging pipes or other problems such as illegal connections
- provided an overview of smoke testing required to identify root cause
- contractor will be employed, due to specialization of equipment
- introduced bio engineered bacteria to reduce fats, oils and grease concentrations: well-tested and natural

Moved/Seconded

THAT the Information Report, "Kelvin Grove Wastewater Treatment Plant Annual Report for 2021" be received.

CARRIED

ii. CFO: UBCM Community Emergency Preparedness Fund – ESS Resolution

CFO provided an update on the requirement of the resolution for the grant.
Moved/Seconded

THAT the Municipality submit an application for grant funding under the UBCM Community Emergency Preparedness Fund – Emergency Support Services Stream for the *Updating of ESS Supplies and Equipment & Volunteer Training* project; and

THAT Council supports the current proposed activities of the project and directs staff to provide overall grant management.

CARRIED

iii. 2022 Municipal Grants

CFO Rooke provided an overview of the applications, noting cash requests are lower with some applications for in-kind and two groups asking for insurance to be covered.

Staff responded to questions, noting

- local groups are linked on the website, if available
- in-kind asks generally in respect to hall rentals
- still required to sign an agreement and in some cases, insurance requirement can be \$0
- native plant garden signs being purchased at municipal rates

Moved/Seconded

THAT Council approve the 2022 Municipal Grants presented in the report to Council on February 15, 2022.

CARRIED

B. Mayor

i. Weekend Parking

Mayor McLaughlin provided an update on correspondence received on weekend parking.

CAO DeJong noted

- CAO to respond to RCMP regarding Bylaw Enforcement procedures
- overview of procedures for looking up license plates and serving a ticket
- Fire Chief can issue ticket and delegate for member to wait for tow truck. Can speak with Fire chief re: procedure.
- Can bring forward options during discussion of parking plan
- No additional charge for RCMP to provide service
- difficulty in scheduling based on weather
- currently not in a position to have people issuing tickets on weekends or hire BEOs at this time

Discussion ensued on:

- eliminating seasonality: year-round issues
- trail counter information
- BEOs also addressing other issues such as wood burning

C. Council
None

D. Committees

- i. Board of Variance – Draft Minutes from the February 2, 2022 meeting
Moved/Seconded
THAT the draft Board of Variance Minutes from February 2, 2022 be received for information.

CARRIED

- ii. Climate Action Committee – Draft Minutes from the February 8, 2022 meeting
Councillor Barmeier questioned how the Climate Action Committee could support application for the ICIP grant.

CFO Rooke noted that the committee could obtain quotes and a description of what they would like to see to get a sense of dollar value; haven't had success with grant writers.

Councillor Barmeier to work towards the grant application.

E. Emergency Services
None

8. Resolutions

- A. RBC GranFondo Whistler
Moved/Seconded
THAT Council directs staff to write a letter of support to the Ministry of Transportation for the RBC GranFondo Whistler cycling event taking place September 10, 2022 from Vancouver to Whistler.

CARRIED

9. Bylaws

- A. Utility User Rate Amendment Bylaws No. 609 and 610
Moved/Seconded
THAT Water Rates and Regulations Bylaw No. 2, 1971, Amendment Bylaw No. 609, 2022 be adopted.

CARRIED

Moved/Seconded

THAT Sewer User Rates Bylaw No. 122, 1984, Amendment Bylaw No. 610, 2022 be adopted.

CARRIED

B. Pesticide Control Amendment Bylaw No. 613, 2022

CAO provided an overview of the updates to Bylaw No. 430, 2011.

Councillor Abbott noted he would provide a piece for the Village Update.

Moved/Seconded

THAT Pesticide Control Bylaw No. 430, 2011, Amendment Bylaw No. 613, 2022 be introduced and read a first, second and third time.

CARRIED

C. Bylaw 614 – Board of Variance Amendment Bylaw

Moved/Seconded

THAT Board of Variance Bylaw No. 502, 2016, Amendment Bylaw No. 614, 2022 be introduced and given first, second and third readings.

CARRIED

10. Correspondence

A. List of Correspondence to February 10, 2022

Moved/Seconded

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

29-Jan-22	G1 N Davidowicz	Transport 2050	Received
31-Jan-22	G2 Girl Guides	Guiding Lights Across BC	Received
1-Feb-22	G3 T. Skalbania	Timber Supply	Received
3-Feb-22	G4 BC Epilepsy Society	PURPLE DAY proclamation	Received
3-Feb-22	G5 Village of Cumberland	Bill C-216	Received
3-Feb-22	G6 MP Weiler	Active Transportation and Zero Emission Transit Funds	Received
3-Feb-22	G7 MP Weiler	Cell Phone Fees	Received
3-Feb-22	G8 MP Weiler	Performing Arts Workers Resilience Fund	Received
8-Feb-22	G9 City of Victoria	Bill 21	Received

8-Feb-22	G10 MP Weiler	Sectoral Workforce Solutions Program	Received
10-Feb-22	G11 P. Julian, MP	Bill C-229	Received
10-Feb-22	G12 MP Weiler	Canada Service Corps	Received

11. New Business

None

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

None

13. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Legal Matters
- B. Personnel
- C. Awards
- D. Procurement

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;
- (g) litigation or potential litigation affecting 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](#);
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

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 at 8:39 p.m.

14. Reporting Out from Closed Portion of Meeting

Staff were directed to put a notice in the Village Update soliciting nominations for Citizen of the Year and Citizen of Distinction; personnel related matters were discussed.

15. Adjournment

Moved/Seconded
THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10:40 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
---------------------------	--

Type	Request for Decision		
Title	2022 Parking Plan		
Author	Karla Duarte	Reviewed By:	Peter DeJong, Pamela Rooke and Nai Jaffer
Date	February 25, 2022	Version	
Issued for	March 1, 2020 Regular Council Meeting		

Recommendation:

THAT the 2022 Parking Plan be received;

THAT Council directs staff to allocate funds towards year-round bylaw enforcement (part-time winter) in the 2022 budget and the 2022-2026 Five Year Financial Plan.

Attachments:

- (1) 2021 Bylaw Enforcement Summary Report
- (2) POL-1602 Village of Lions Bay Towing Policy

Key Information:

1. Background

At the December 14, 2021 regular Council meeting, Council was presented with the 2021 Parking Enforcement Summary, which highlighted the background, outcomes, financial summary, strengths, challenges and opportunities from the 2021 parking season in Lions Bay.

As a result, staff made several improvements and noted other opportunities for improvement for the 2022 parking season. These will form part of the parking plan, along with recommendations from bylaw enforcement and a recommendation to maintain the same penalty amount after 28 days, rather than increasing it

2. Parking Infrastructure

2.1. Signage

Starting in 2020, an increase in signage indicating permit only zones were made in response to resident requests. In 2021, with the implementation of on-street pay

parking, signage was placed to indicate these new zones. Signage improvements are made throughout the year in response to resident and visitor feedback. It should be noted that signage may at times be a challenge to implement due to spatial limitations, availability of supply, costs relative to budget, changes in on-street circumstances, and availability of staff.

The opportunities for improvement that were highlighted by the Bylaw Officers' end of year report included in attachment 1 and that will be implemented include:

- consolidating and enlarging traffic signage at the Kelvin Grove Beach Parking Lot
- Improving signage visibility in identified areas throughout the maintenance season

The Bylaw Officers and Public Works staff will coordinate in the event of any changes.

2.2. Online Ticketing System

In 2021, an online ticketing system was piloted that allowed for automation of issuance of tickets. This greatly improved the efficacy of the bylaw officer's time, helped reduce human errors, and legitimized the perception of the bylaw notice itself. In 2022, staff will enhance the online system to allow for integration of the process, including payments and collections.

2.3. Meters

Meters were implemented at the parking lots starting April 1st last year and paid on-street parking was introduced in June. Staff received feedback of the cell phone reception challenges in many areas that resulted in an inability of some visitors to pay for parking. This also resulted in an increase in disputes. As a result, the paid parking signage was removed from Crystal Falls Road and this year, a meter will be placed at the junction of Bayview Road and Mountain Drive to increase payment accessibility and hopefully reduce disputes. Paid parking is again scheduled to start April 1, 2022.

2.4. Other Improvements and Considerations

Options are being explored to streamline administrative processes, the costs of which are still being developed.

Based on feedback, earlier this year, staff ordered an extra portable toilet to be placed at the sunset trailhead year-round. Staff are also in contact with online hiking bloggers to ensure accurate information for parking is provided to potential visitors directly from the Lions Bay website.

Another change is the resident parking pass that was previously valid for three years. However, it was determined that many residents had issues with the adhesive capacity of the permits lasting for the full three years, and several residents needed to replace their passes. Therefore, the new Resident Parking Permits, currently in the mail with Utilities Notices, will be valid for two years.

3. Fees

Fees for parking are recommended to remain the same for 2022. In 2021, staff received feedback from visitors that at times, it was prohibitive for a family to visit local trails and beaches. A full day's pass at Lions Bay Beach Parking Lot is \$32, while at Kelvin Grove and Sunset it is \$24. On-street pay parking in designated areas of Oceanview, Bayview and Mountain is a maximum of \$16/day. The table below provides a snapshot of the rates charged for parking over the past 5 years

Hourly \$	2017	2018	2019	2020	2021	2022
LBBP	2	3	4	4	4	4
KGBP	1	2	3	3	3	3
Sunset	1	1.50	2	3	3	3
On-Street	0	0	0	0	2	2

Until last year, all parking revenue was collected via meters and/or an online parking app at the three lots noted. The introduction of on-street paid parking was implemented solely through the same parking app. The introduction of a meter at the intersection of Bayview and Mountain for on-street parkers will be set at the current \$2 app rate.

Parking meter revenue for the past four years is reflected below. In 2020, the Lions Bay Beach Parking Lot was closed in an effort to comply with physical distancing rules in the park due to COVID-19, and the Kelvin Grove Beach Park and Lot was closed due to the replacement of the wastewater treatment plant.

Parking Meter Revenue			
Year	Revenue	Expenses	Total
2018	\$ 20,350.00	\$ 6,091.00	\$ 14,260.00
2019	\$ 44,665.00	\$ 8,831.00	\$ 35,828.00
2020	\$ 33,519.00	\$ 3,870.00	\$ 29,649.00
2021	\$ 162,013	\$ 28,279.00	\$ 133,734.00

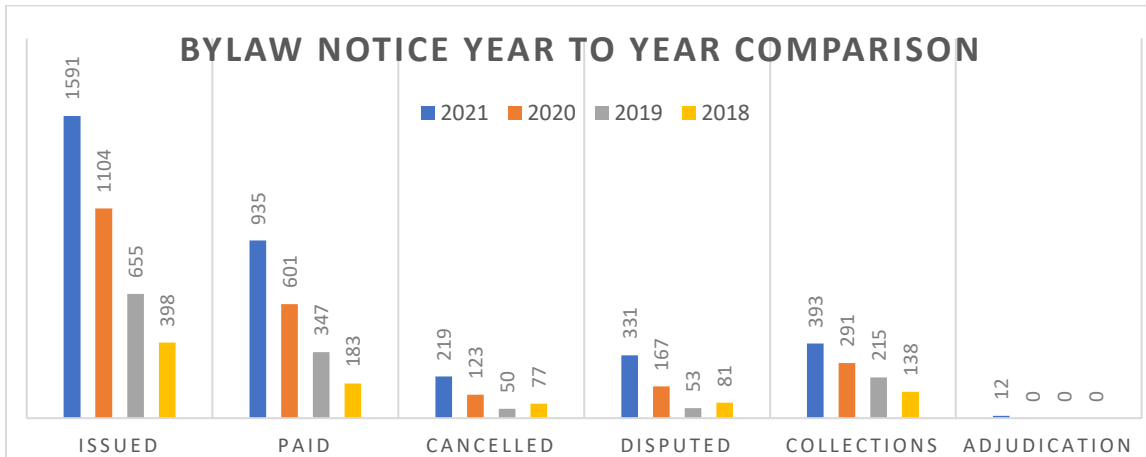
*2021 includes \$28,758 of On-Street/Online Pay Parking Revenue

There are additional unquantified expenses associated with the revenues earned, such as staff time required of Public Works and Administrative staff and other expenses.

4. Parking Fines

Parking fine revenue:	
2018	\$10,238
2019	\$22,356
2020	\$96,134
2021	\$122,427

In 2020, parking fine amounts tripled and staff noted that as a result, both the revenue from the fines and the number of disputes increased. While the disputes were also a result from an increase in general of bylaw notices being issued, many disputants were shocked at the cost of the fine and simply had little financial means to pay, especially after the 28 days, when the late penalty amount increased to \$240.



In addition to the direct expenses associated with fine revenue, such as bylaw officer wages, equipment, hardware and software, etc, staffing resources at all levels in all departments are reallocated to parking during the season – to handle disputes, especially. The increase in fines, did not increase compliance. Ideally, the base ticket amount would be reduced to \$150 from the current \$195, but in the absence of any change on that front, it is recommended that the penalty amounts for the late payment fine be reduced to \$195 to try to increase compliance after the 28 days and during the period when notices advance to the collection stage. At this point, there are very few payments received after the 28-day period. Bylaw 616 is presented to Council for consideration to reflect this change. While this may not reduce the number of disputes, the penalty remains the same to encourage compliance and simplify the accounting trail.

5. Bylaw Enforcement

The Parking Enforcement Summary noted the increasing trend of visitation to Lions Bay as a result of more people ‘staycationing’ due to the pandemic. Staff have also referenced data from the trail counters placed at three locations: Oceanview Trail Head, Sunset trailhead, and Tunnel Bluffs Branch. It is important to note that this data is incomplete and the margin of error may be high due to factors such as inability to determine whether it is residents or visitors using the trails, number of times residents may access the trails in one day, and technological factors.

Site	2021					2022		Σ	Σ ÷ 2
	Aug	Sep	Oct	Nov	Dec	Jan	Feb		
Oceanview Trail Head	1,577	1,181	1,402	999	2,073	1,400	1,560	10,192	5,096
Sunset Trail Head	10,513	5,154	3,568	1,601	1,752	2,520	4,796	29,904	14,952
Tunnel Bluffs Branch	6,780	2,346	1,649	870	1,693	1,590	3,616	18,544	9,272

The trail counter counts people twice, both entering and leaving the trails, so the total sum is divided by two. From August to February, the Village saw 5,096 hikers visit the Oceanview Trail Head and 14,952 visit Sunset. Of the almost 15k visitors to Sunset, 9,272 took the branch of the trail that leads to Tunnel Bluffs. This number is expected to increase as more data comes in.

The other data presented are the days of the week and hours of the day that are most busy, with the weekend being the busiest days on the Sunset side and a more even daily distribution being evidenced on the Oceanview side. This may be indicative of more local

traffic on the Oceanview side. People also seemed to commencing their hikes earlier and end the later on the Sunset side.

The increase in visitation is being felt in Lions Bay, especially in areas near the trailheads and beach parks. As a result, staff and Council have received feedback and requests, many that have been acted on throughout the last two years, including daily enforcement coverage from April through October. Similar coverage is planned for the coming year and posting for new bylaw officers is underway.

Currently, Council has been discussing whether to eliminate the seasonality of Bylaw Enforcement in the Village. Preliminary analysis appears to generally confirm a business case for the financial capacity to accommodate a part-time bylaw enforcement program during the winter months. Staff will continue to develop financial modeling for such an initiative, but wanted to share the preliminary conclusions with Council now to assist with setting budget direction.

Similarly, staff have provided for an amendment to the Bylaw Enforcement Officer Bylaw to ensure that the capacity of the Fire Chief or his designates to enforce regulations around fire hydrants and other life safety issues.

6. Other Considerations

6.1. Towing Policy

Towing is an extreme enforcement measure only to be exercised by a Municipally authorized enforcement officer in strict accordance with Towing Policy 1602, attached to this report. The policy was developed and adopted by Council to ensure due process is followed and the interests of the Municipality are protected. Priority will be given to fire hydrant and other life safety contraventions to protect the health and welfare of residents and visitors alike.

The process of towing also reduces resources in other areas, as the towing companies require that an authorized officer remains with the vehicle until such time as the tow truck responds, which can be longer than an hour in many instances.

6.2. Staff Resources

As visitation and parking demands continue to increase, staffing resources devoted to parking will also increase. This will affect budget considerations and staffing levels in the future.

Options:

- (1) Approve the recommendations at the beginning of this report.
- (2) Direct staff in an alternative manner.

Preferred Option: Option 1

Financial Considerations:

Once Council provides direction regarding the year-round bylaw enforcement, staff will calculate the additional cost and revenue and include it in the 2022-2026 Five Year Financial Plan. There will be sufficient parking revenue to offset these additional costs.

Follow Up Action and Communication Plan: Per Council direction.

.Type	Information Report		
Title	2021 Parking Enforcement Summary		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	December 10, 2021	Version	
Issued for	December 14, 2021 regular Council meeting		

Recommendation:

THAT the Information Report, “2021 Bylaw Report Summary” be received.

Attachments:

(1) Seasonal Bylaw Report

Purpose:

The purpose of this report is to provide a summary of the 2021 parking season, including an overview of bylaw notices issued and trends since 2018.

This report also includes the summary provided by the Bylaw Enforcement Officers, which staff has reviewed and included along with recommendations towards future actions for 2022.

Background:

In 2020, there was a substantial increase in mobility towards parks, according to Google’s COVID-19 Community Mobility Report, which highlights visits to places in each geographical region. In Metro Vancouver, this amounted to an increase of [116% as at September 11, 2020](#) and [16% as at November 21, 2021](#) compared to baseline data. Baseline data is defined by Google as “the median value for the corresponding day of the week, during the 5-week period of January 3 – February 6, 2020”. In other words, a pre-pandemic average.

While there is no way to quantify visitation to Lions Bay, one can infer from the regional mobility statistics that overall, there was an increase in visitation to parks. While Google cautions comparison between specific areas, one can infer that an increase in parks may also

mean an increase in visitation to trail systems, which exist in Lions Bay. This is also evidenced by the popularity of the trails on hiker's websites and blogs and by anecdotal evidence from residents and visitors who write in. As noted, there was a recognized increase in pressure to the parking system, especially in 2020 when the pandemic first started. Due to the size and limitations in topography in Lions Bay, with a 16% increase, similar pressures were noted in 2021.

To mitigate this increase and ensure that parking regulations were enforced, Council directed staff to take the following actions:

- Increase in parking enforcement in 2020
- closures of the Lions Bay Beach and Kelvin Grove (the latter due to construction of WWTP) parking lots in 2020
- Increase in parking lot fees at the Sunset parking lot to \$3/hour (max \$24/day)
- Increase and change in signage to accommodate resident feedback
- Increase in parking fines – three times higher than the original fine in 2020 – decrease of early payment discount in 2021
- Increase in provision of waste receptacles and toilet facilities at trailheads and parking areas
- Increase in Bylaw Enforcement Officer hours in 2021, daily from April 1 to October 31
- Implementing on-street pay parking on Oceanview, Bayview and Mountain
- Implementing efficiencies to bylaw notice program through an automated ticketing system
- Continuous amendments to street parking signage

Outcomes:

The number of bylaw notices issued, and as a result, paid, cancelled, disputed and submitted to collections has been increasing since 2018. Because of the context in 2020 and 2021 (pandemic and increase in visitation and Bylaw Enforcement hours), an almost doubling of bylaw notice activity has taken place (Figure 1).

This is due to several factors:

- Increase in visitation due to stay at home restrictions with more people staying within their health region

- Increase in Bylaw Enforcement Officer hours (table 1).

Year	Bylaw Salaries	Hours (budgeted)	Duration	Timeline
2018	\$ 29,766	32 hrs/wk	20 weeks	May - Sep
2019	\$ 27,011	36 hrs/wk	20 weeks	May - Sep
2020	\$ 44,137	36 hrs/wk	20 weeks	May - Sep
2021	\$ 96,337	70 hrs/wk	26 weeks	Apr 1 - Oct 30*

Table 1 Bylaw Salaries and Benefits
*increased duration

From these factors one can conclude that both the increase in visitation and the increase in bylaw enforcement officer hours contributed to the increase in bylaw notice activity (Fig.1)

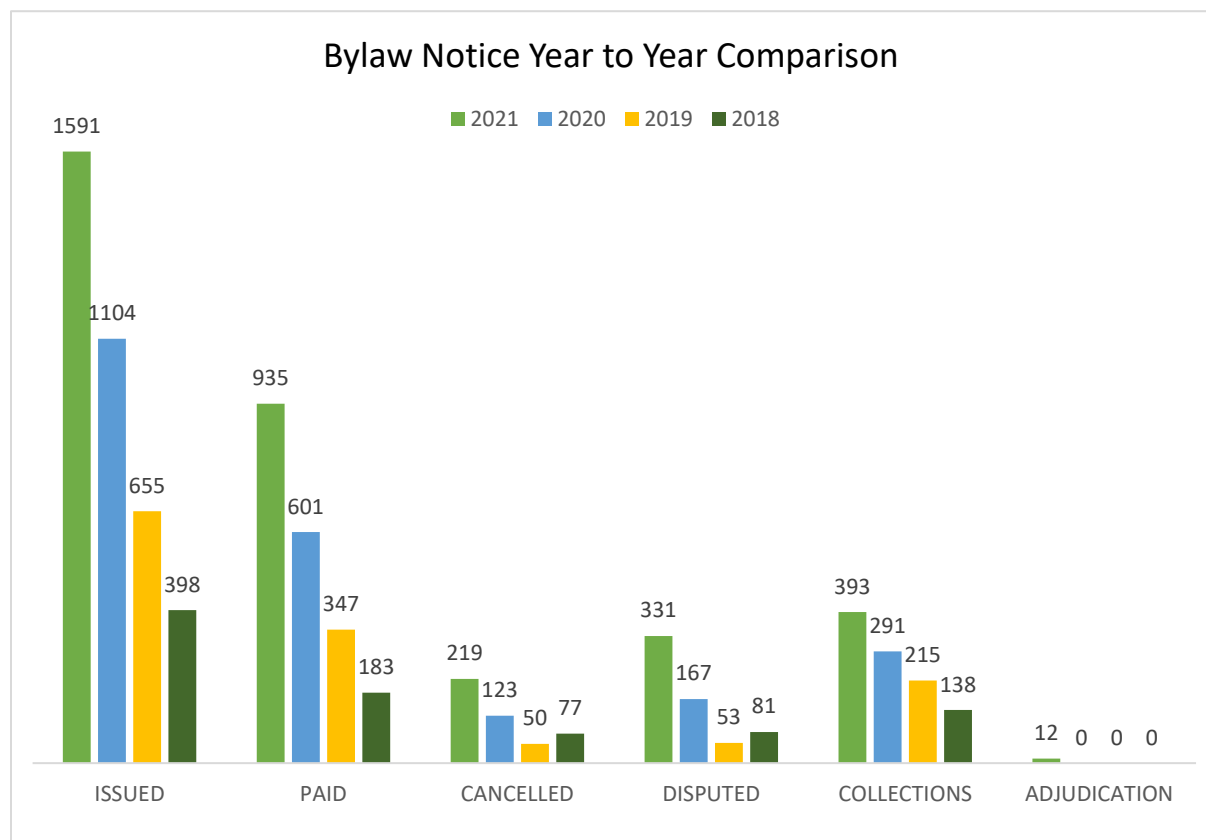


Figure 1 Bylaw Notice Activity - Year to Year Comparison

The percentage rate of Bylaw Notices that are paid per year since 2018 has increased slightly when compared to the number that are issued. However, the percentage rate of disputes (as measured against Bylaw Notices issued) has increased from 8% in 2019 to 15% in 2020 to 21% in 2021. Looking at the number of disputes on their own this means that they have

increased over six-fold since 2019. The number sent to collections has also increased. However, the percentage sent to collections as compared to tickets issued has not increased albeit, staff have not finalized this process for 2021 due to the delay in obtaining information from ICBC.

In 2021, 12 disputants requested their files be considered at the next level, which is adjudication. This process is requested when a disputant is not satisfied with the response to their dispute. 2021 is the first year that this number of people have requested this process, seemingly due to the increase in disputes during which time there was a high penalty amount. Currently, staff is still awaiting one or more dates for the adjudication hearings.

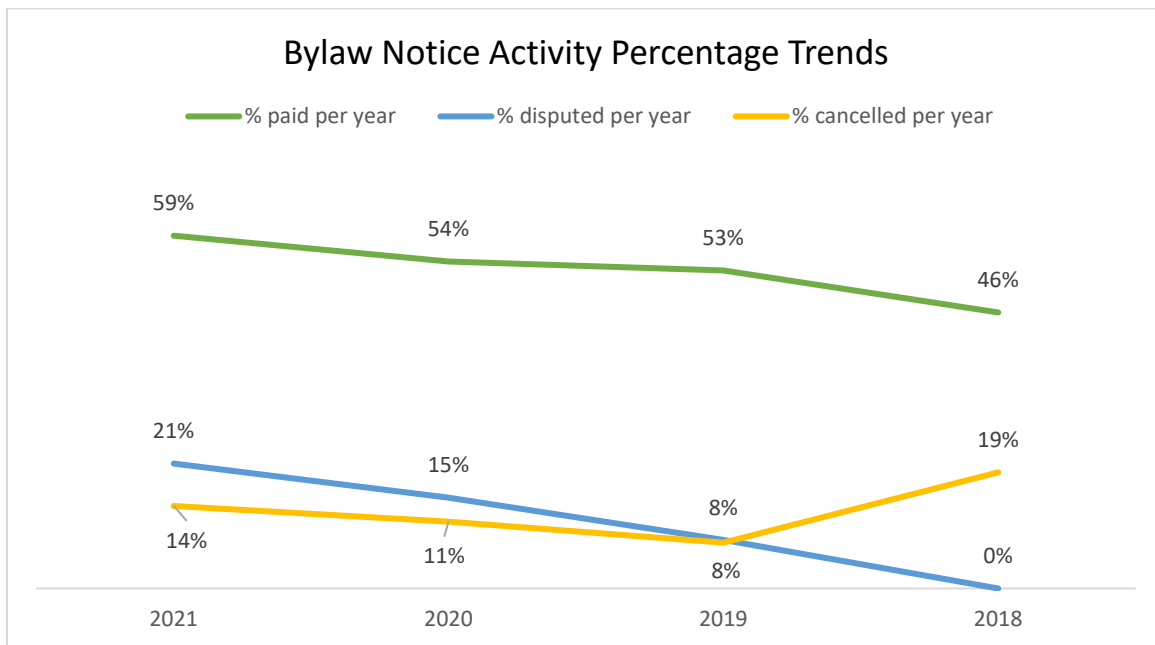


Figure 2 Bylaw Notice Trends as a Percentage of Number Issued

Disputes received come in a variety of forms and for a variety of reasons. Scenarios differ depending on place, time and context. The only type of dispute that was similar in nature was when people enter their license plate wrong within the app or forget to switch vehicles if they have two different vehicles saved within the application (Flowbird). These types of disputes are easier to resolve due to having an online system and people being able to provide evidence via a screenshot. All other disputes are more complex and staff have to verify contextual statements either through the bylaw enforcement officers or by requesting further evidence from an individual.

There are very few 'repeat offenders' as many who come to Lions Bay either come often to hike the trails and know the rules or are first time visitors. Repeat offenders are mainly residents who do not display their parking passes for a number of reasons or residents who do not provide their visitors with Guest Passes.

Types of disputes received include:

- visitors being provided with 'wrong information' from residents who have told them they could park there without paying or that enforcement would not take place
- medical emergencies or vehicle failures
- getting lost or injured on the trails and not making it back on time
- lack of cellular service on the trail network or at an on-street parking location
- did not see the signage or were confused by the signage
- forgetting to display a pass
- needed to use the washroom and did not pay for parking
- did not have a means of paying for parking
- thought that as a resident, they could park in a no parking zone

When implementing the new ticketing system and the online app, Flowbird, there were some challenges including the poor cell reception along Mountain Drive and the lack of any cell reception at Crystal Falls Rd. This was remedied by removing the requirement to pay at Crystal Falls Rd. after confirming the reception challenges.

Although the disputes have similar trends, each context differs and requires thorough investigation and response due to the requirement of due process. At times, there is no clear solution and requires consultation with Bylaw and other staff. When taken as a whole, each dispute takes approximately one hour to resolve with some taking less time and others taking days, especially if a disputant becomes disgruntled.

The number of disputes has also increased the abuse towards staff and increased the negative perception of Lions Bay as evidenced by online statements and letters to Council. The reasons provided when a disputant become disgruntled is that the cost of the fine has affected their livelihoods in some way and has caused undue hardship. Other reasons that were also received by Council through correspondence were:

- perception that there is a lack of equity when accessing public spaces and outdoor recreation systems; systemic gatekeeping

- responsibility to provide for fairness when accessing public trail systems
- public access to beaches and trails should be maintained at a fair cost
- cost of parking and lack of technological accessibility
- cost of fines being unfairly punitive in nature with the perception of ‘predatory’ behaviour

The Municipal Coordinator’s time was shifted to approximately 90% dealing solely with disputes during the months of June, July and August. If this is to continue then alternative staffing solutions will need to be considered.

Revenue Summary

Parking meter revenue (Table 2) increased substantially in 2021, as all parking lots were open and metered from April 1st, on-street parking opportunities were introduced and the fee for parking was increased at the Sunset lot from \$2 to \$3. This also meant that expenses related to the maintenance, installation and operation of the parking meter system also increased.

Year	Gross Revenue	Meter Expenses	Net Revenue
2018	\$ 20,350.00	\$ 6,091.00	\$ 14,260.00
2019	\$ 44,665.00	\$ 8,831.00	\$ 35,828.00
2020	\$ 33,519.00	\$ 3,870.00	\$ 29,649.00
2021	\$157,544.00	\$ 28,279.00	\$ 129,265.00*

Table 2 Parking Meter Revenue

* figures are not finalized

Parking fine revenue for 2020 and 2021 also increased substantially due to the increase in bylaw notice activity (issuing tickets & increased bylaw officer enforcement hours) (Table 3).

Year	Revenue
2018	\$10,238
2019	\$22,356
2020	\$96,134
2021	(YTD) \$118,952

Table 3 Annual Parking Fine Revenue

In 2021, total **gross** revenue was approximately \$276,568 from both parking fines and parking fees revenue (Table 4). Note that when tickets are issued, people have two weeks to pay the

early-bird fine and therefore when the funds are received is not necessarily at the time of infraction.

	Parking Fines	Parking Fees	TOTAL
January	\$ 1,445	\$ 12	\$ 1,457
February		\$ 47	\$ 47
March	\$ 1,835	\$ 279	\$ 2,114
April	\$10,903	\$ 12,455	\$ 23,358
May	\$17,175	\$ 16,482	\$ 33,657
June	\$13,535	\$ 23,380	\$ 36,915
July	\$26,300	\$ 42,078	\$ 68,378
August	\$21,404	\$ 32,383	\$ 53,787
September	\$13,640	\$ 17,478	\$ 31,118
October	\$ 9,185	\$ 9,482	\$ 18,667
November	\$ 3,530		\$ 3,530
December			\$ -
Coins		\$ 3,541	\$ 3,541
TOTAL	\$118,952	\$157,616	\$ 276,568

Table 4 2021 gross revenue from fines and fees

July and August have the highest revenue in terms of fines and fees. In 2021, the Bylaw Enforcement Officers were on duty every day of the full month with two or more scheduled Friday through Sunday (and holiday Mondays). The bylaw salaries and benefits for October were \$8,646 compared to the parking fine revenue of \$9185, although such revenue is not necessarily received when the tickets are issued. Parking fine revenue received represents 59% of the amount payable based on the total of tickets issued.

Expenses related to the parking program shown in the figures above are only for meter expenses and bylaw salary and benefits (Table 1). Additional expenses not noted as part of the budgeting system include, online parking app set up and fees, bylaw phone, signage, automated ticketing systems, online enforcement app systems, public works time to order and install signage, office staff time to review disputes, and adjudication costs. Expenses in 2020 related to parking meter revenue were lower due to only having one meter installed at Sunset Trail late in 2020. Although it appears that revenue has substantially increased, so has internal expenses related to the program.

Strengths

The increase in bylaw enforcement officer hours in 2021 helped to reinforce the parking restrictions in Lions Bay and enhance communication of bylaw infraction activity, especially during the summer. The Bylaw Enforcement Officer report also highlighted the following:

- Successful reviews on usage at the Lions Bay Beach Parking Lot
- Progressive compliance at Kelvin Grove Beach Parking Lot
- Only minor issues at the Sunset Trailhead Parking Lot
- The Bylaw Officers were pleased with the new automated ticketing system introduced in August as it helps to eliminate errors, illegible handwriting and automates the ticketing system to reduce staff time in manually inputting the information.
- Noticeable improvement in solid waste storage after enforcement
- Having additional BEO staff helped with patrols, enforcement and confrontations

Other strengths included cooperation with CN Police and RCMP for enforcement issues within the Village and adaptability of Public Work staff to cater to the multiple requests throughout the season.

Challenges

Signage continues to be a challenge to both implement and provide due to spatial limitations, costs, and time. Due to the influx of requests from many municipalities, signage companies were delayed in providing timely deliveries. The changing nature of parking policies is also a challenge for signage to remain relevant to the situation. The Bylaw Officers noted signage concerns to be addressed by staff.

In the Bylaw Officer report to the rest of staff, several issues were noted, including hidden signage or inadequate signage in parking lots and other areas.

Other identified issues included the lack of cellular service, which seemed to vary depending on the service provider (but none of them were consistently strong) and the challenge of implementing a new system.

Another challenge was the increase in temperature, which caused some parking passes to lose adhesiveness on the windshield. Staff would replace any lost or fallen parking passes and

will be reducing the applicability of the passes from three years to two years to ensure new stickers are delivered to help maintain adhesiveness over a shorter time span.

Of course, the major challenge will always remain the restrictive parking availability in Lions Bay due to limitations in geography and topography, narrow winding streets, small parking lots relative to the number of visitors, and the increasing number of visitors to Lions Bay, which cannot be regulated prior to arrival.

Opportunities

Several opportunities have been identified for improvement of the parking system in Lions Bay, including:

- Consolidating and enlarging traffic signage at the Kelvin Grove Beach parking Lot
- Improving signage visibility in identified areas
- Opportunity to increase coordination between Bylaw Officers and Public Works staff through a 'walk about' prior to the season commencing and when installing new signage
- to maintain enforcement levels by directing resources to this matter. This would require budget reallocation and consideration of long-term impacts without COVID funding.
- Continuing to implement an automated ticketing system, with more research required to ensure the system integrates adequately with legacy systems
- Continuing to maintain on-street pay parking as a method of providing, within reason, a limited service to accommodate demand
- Provision of a warning sticker and warning period system for solid waste storage enforcement for education prior to bylaw notice issuance
- Increasing education of parking in Lions Bay by reminding hiking groups of parking restrictions and opportunities that may come up
- Implementation of parking restrictions earlier in the season (eg: mid-March to mid-October instead of April 1 to October 31)
- A Translink "hikers" shuttle bus early on weekends to reduce vehicles

It should be noted that the Bylaw Enforcement Officers presence and consequently, their appearance is important to maintain professionalism and official status as Enforcement Officers. Therefore, we will be upgrading their uniforms and providing them with additional equipment such as pocket-sized notebooks and tactical flashlights.

Actions and Recommendations

In summary, from the above, staff are taking the following actions:

- improving communications between Public Works, Bylaw Officers and the office with respect to signage by hosting 'walk abouts'
- improving Bylaw Officer uniforms
- continuing to enhance communication between hiking groups and other opportunities such as an early Translink hiker's shuttle if it goes forward
- maintaining 2021 levels of Bylaw Enforcement, subject to Council direction. This would require consideration of long-term staffing levels for bylaw enforcement
- Reducing the number of years from three to two for resident pass renewal to ensure sticker adhesiveness

To increase compliance, reduce the number of disputes and cases referred to the adjudication process and prevent the need for additional administrative staff to handle the mounting exponential increases in ticket processing, it is recommended that fines be reduced to a level that is sufficiently reasonable in order to achieve parking goals and objectives. From the feedback and increase in disputes, staff note that the increase in fines has not substantially increased the percentage of bylaw notices that are paid versus pre-pandemic levels in 2019, nor deterred visitation to Lions Bay. Most visitors simply enjoy the trail systems and pay for parking.

It is suggested that those who commit an infraction and pay the bylaw notice fine at the early-bird fee should be provided with a less punitive rate, more in line with what a standard parking fine would be in other jurisdictions. Given the impacts of the pandemic, fines of almost \$200 are a major upset to the finances of most people, and anguish for many, with some disputants providing evidence of the lack of funds in their bank statement when pleading their cases. A reduction of fines would help alleviate the strain on staff resources, which continues to be a substantive drain during parking season.

The graduated parking fine system is already a punitive measure for those that it is targeting persons who commit an infraction and subsequently make no effort to pay to mitigate their error. In these cases, the fine increases and goes through the process of being sent to the collection agency should payment never be achieved. While ultimately, it is the responsibility of a driver to abide by regulations, the amount of the standard fine has led to outright

defiance by almost 50% of those ticketed, with an escalating response towards abuse of staff. This is the opposite of what a municipal bylaw and regulation is supposed to achieve and there is a concern in terms of the potential for someone to become even more aggressive and abusive towards staff. Therefore, staff recommend consideration of reduction in fines to the following:

Parking as to obstruct with traffic, in a resident zone, or against a traffic control device:

- \$150 parking fine
- \$80 if paid within 14 days (early-bird)
- \$210 if paid after 28 days

The suggested rates for Lions Bay would still maintain higher-than-average fines (by about double) in comparison to municipalities who are also facing increasing parking challenges and maintain communication of such within the visitor circles.

Alternatively, Council could direct staff to review the different types of parking infractions and come up with a proposed system based upon:

1. Attempted compliance (eg: expired meter)
2. Lack of attempted compliance (eg: failure to pay anything at all for a pay parking spot)
3. Policy related (eg: you can't park here unless you have a permit)
4. Safety related (eg: this is generally encompassed by No Parking)

Presumably, type 1 would be the lowest fine and the rest would all be higher, although there may be nuances to be distinguished within and between the identified types.

Council has stated in response to Metro 2050 that they are supportive of tourism, as it provides economic stimulus to the commercial complex and provides accessibility to the public trail system. Therefore, consideration of the impacts of parking fines in Lions Bay should be considered in terms of maximizing compliance with our parking regulations and making a concerted effort to avoid triggering defiance of our parking system.

Follow Up Action: Amendment of penalty rates in the Bylaw Notice Enforcement Bylaw, if Council is in agreement with the suggestion to lower them to further promote compliance over defiance.

Communication Plan: Dependent upon Council direction. Staff will continue to communicate to hiking groups regarding the parking challenges in Lions Bay. It appears that this communication has reached several groups, who have modified their websites to note this information.

OCTOBER 28, 2021

VILLAGE OF LIONS BAY

SEASONAL BYLAW REPORT



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY
BYLAW SERVICES SEASONAL REPORT 2021
(MARCH 2021 - OCTOBER 2021)

The Village of Lions Bay Bylaw Services investigates and enforces bylaws enacted by the municipality, to maintain community standards and public safety through education and impartial enforcement. Bylaw Officers respond to complaints or concerns from the community to conduct investigations and take steps to correct infractions through education and/or enforcement. The role of the Bylaw officer is to provide fair and consistent services.

The seasonal year of 2021 was a busy one as expected. Due to restrictions around BC and parts of Canada; we witnessed a surge of people making their ways to Lions Bay throughout the summer. The following report entails suggestions, concerns and recommendations of the findings throughout the season.

PARKING:

Lions Bay Beach Parking Lot

- Parking meter at LB parking lot was a success this year and had barely any issues throughout the summer. Patrons had positive reviews and ease of use was also helpful.
- Signage: Recreational vehicles, Camper owners were unhappy due to not having a signage right beside the meter stating “No Campers or RVs allowed” in the parking lot. Some visitors also stated that it would be nice to have signage by the entrance to the parking lot stating the rules about the beach (e.g. No smoking and No dogs allowed at the beach). Their concern was that they stop at Lions Bay and pay for the parking fee and once they get down to the beach, they realize that they are not allowed to bring their dogs to the beach and leave.

Suggestion: We agree with the visitors and do hope to have signage stating the guidelines for the beach (As a sidenote: we do have signage at the Kelvin Grove parking lot with some guidelines for the beach).

Kelvin Grove Beach Parking Lot

- Kelvin Grove Beach and the Parking lot was quite busy with teenagers and scuba divers. Overall, there weren't many issues, but due to a resident's conflict with some of the visitors things were a little tense at times. By the end of the season the resident stopped interfering with visitors and we have had no issues recently.

Brunswick Beach

- Visitors and some residents at Brunswick Beach ignore signage at times, whether it's prohibited to have your dogs on the beach or parking in a “No Parking zone/permit required zone”. For example, we have witnessed visitors speeding through past the rail tracks towards the cul-de-sac on Brunswick Beach Road.

Suggestion/Recommendation: It would be nice to have Speed humps along Brunswick Beach as soon as you get past #7 Brunswick Beach house. Kids play on the street at all times on that



strip and during summer time we have witnessed cars coming and going through at a faster speed ignoring the speed signage. Having a speed hump will reduce traffic; residents usually report that they are effective and support them, potential to reduce accident rates, increased safety.

Sunset Trailhead Parking Lot and Hiker Overflow Parking

- Sunset Trailhead Parking lot was busy throughout the season. We hardly witness any issues in relation to the parking meter. Signage is good and works well. The only real issue is the limited space in the lot.
- Mountain Drive: On street parking was a success even though some people had issues with downloading an App 'Flowbird' but overall, the transition went smoothly. There remain three spots along the road where there effectively isn't any signage. It would be an improvement to eliminate this by moving certain signs.
- Bayview Road: On street parking signage visibility was an issue but that has been resolved by lifting the signage poles up. Patrons were having issues with downloading the 'Flowbird' App in the earlier stages of its implementation; however, there has been a marked improvement since then.

Suggestion/Recommendation: Having a parking meter by the school or at the intersection of Bayview and Mountain Drive would eliminate the problem, but cost would likely be an issue. An alternative suggestion would be to have additional signage beside the 'Flowbird' signage stating that the use of the Sunset Trailhead meter is an option for payment. This has been something all officers have been checking for this season already, and would help eliminate some of the disputes.

SIGNAGE:

- Communication/Consultation between public works, Municipal Coordinator and bylaw staff when new signs are being installed to avoid having to move them later.

Suggestion: An ideal situation would be to have a Bylaw officer tag along with Public Works and assess if the signage makes sense (e.g. location, height etc.)

A big “Thank you” to public works for putting up the signage all along the village street and boundaries.

Location: LIONS BAY BEACH

ISSUE (SIGNAGE PLACEMENT): The signage should be posted as soon as the patrons walk towards the beach or the playground. As of right now, the signage is tucked away behind the



garbage bin and barely noticeable. It would be advisable to have the sign right along/beside the brick pathway. (pictured above)

- We can always utilize the post signs right front of the playground instead of having the signs against the barbed fence. The signage is quite hard to see and visitors always complain about the visibility of the signage. (pictured below)



TICKETING SYSTEM AND PORTABLE PRINTER:

The officers were happy with the switch to the new ticketing system. The benefits included:

- Helps eliminate officer error and illegible handwriting
- Automatically uploads the ticket/photo data to Municipal Coordinator
- Saves at least 45 minutes for Bylaw Officer since no manual data entry is required
- Waterproof bylaw tickets (no need to carry Ziplock bags)
- No need to figure out the location/address; the Secure Park app automatically picks the correct location.

PARKING PASSES:

- Resident parking decals will be expiring at the end of March 2022 and the recommendation was to have it for 2 years instead of 3 years due to people moving away and abusing the pass system.

Suggestion/Recommendation: The recommendation would be to consult and/or have a survey with the residents. The current resident parking decal works well, however residents were complaining that after sometime they start to peel and fall off.

- Guest Parking Pass: Ever since the new version of Guest passes have come out; they seem to be working well with the addition of the address requirement. We were more easily able to consult residents if there were any doubts regarding vehicles being parked for more than 72 hours or if the guest pass didn't seem legitimate.

PARKING FINES/PENALTIES :

- Parking fines for Village of Lions Bay are quite high compared to other municipalities and we as (bylaw officers) suggest that it would be a better idea if we were to compare our bylaw fines with other municipalities and amend them accordingly. We have highlighted few benefit points if we were to lower the fines.
 - *Bylaw Officers wouldn't have to deal with angry patrons when trying to explain the fines.*
 - *It will save a significant amount of time for the Admin staff dealing with disputes/ Adjudication.*
 - *It sends a strong message that Lions Bay is a welcoming community and we are not trying to hurt people's livelihood by hitting their pockets with hefty fines.*

We have provided a example in terms of what the fines should be:

Penalty \$100		Penalty: \$195
Early Discount Penalty: \$70	instead	Early Discount Penalty :\$100
Late penalty: \$120		Late Penalty: \$240

SOLID WASTE DISPOSAL ENFORCEMENT:

- The bylaw enforcement efforts have resulted in an improvement in garbage being stored indoors and being placed out at proper time for pick up. The village has seen a significant improvement overall in the placement of bins out on the curb at the appropriate time since the enforcement began in conjunction with the increased awareness of the issue through the village update.
- Bylaw notices and warning tickets were handed out to residents for not complying with Solid waste bylaws.
- There was only one repeat offender after a ticket was handed out for an offence. All others complied, and there was a similar effectiveness with the warning tickets handed out.

SCHEDULING:

- Worked well to balance the workload. Having more than one officer available allowed us to respond to complaints while still maintaining a regular patrol of the village
- Having an additional officer on until the evenings allowed for paired beach patrols and more effective enforcement when confronting groups of visitors

UNIFORM:

As a bylaw officer we take pride in wearing our uniform but we feel that it needs a little upgrade. We believe that your dress and deportment is as important as your conduct and must reflect the professional standard.



- Blue/Black shirt, long or short sleeve with a crest sewn to both arms that states: The Village of Lions Bay Bylaw Officer. As an example, we have provided the illustration of the neighbouring Bylaw officer uniform patches.

NOTEBOOKS:

- A Bylaw Officer's notebook is the most important item that we use daily. It MUST be kept up to date and as accurate as possible. Record all of daily actions including times, dates, weather and any observations. Record actions taken in your notebook immediately after an incident has taken place or the soonest possible time after. The Notebook is the property of the Village and shall be handed in at the end of contract.

NOTE: We should make it mandatory for Seasonal Bylaw Officers to carry a notebook and take notes especially if we are heading to adjudication. Bylaw Officers should be provided with a pocket size legal Notebook upon starting the season.

FLASHLIGHTS:

It would be beneficial for the officers to have access to a tactical flashlight for use. This becomes more of an issue in the fall, but it would be nice regardless for use during the late evening shifts on the weekends (for beach patrols or other on foot activity).

ACKNOWLEDGEMENTS:

Thank you to the Village of Lions Bay Municipality, Village Mayor and Council members as well as the Village of Lions Bay Staff for their ongoing role in making Village of Lions Bay a friendly, welcoming community to work and live.

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Type	POLICY	Policy No	POL - 1602
Title	Village of Lions Bay Towing Policy		
Author	CAO	Reviewed By:	
Date	May 30, 2016	Version	3.1

Purpose

The purpose of this Policy is to provide guidance for Bylaw Enforcement Officers, other staff and the general public with respect to the towing of vehicles within the Village of Lions Bay (the “Municipality”) in accordance with Traffic and Parking Bylaw No. 413, 2009 (“Bylaw No. 413”).

Application

This Towing Policy applies to all persons and corporations in respect of vehicle parking in the Village of Lions Bay. Excluded from this Policy are those functions or areas which are outside the jurisdiction of the Municipality (eg: MOTI rights of way). All previous Municipal towing policies are hereby rescinded.

Policy

The Village of Lions Bay puts priority on protecting the safety of Village residents by strictly enforcing rules regarding parking in fire lanes and in front of fire hydrants, blocking ingress and egress to municipal or private property, and parking of vehicles on Municipal highways in heavy snow situations, which impedes plowing the highways. The following guidelines are provided with respect to enforcement through towing.

1. Towing throughout the Municipality may be requested by a Bylaw Enforcement Officer in the following circumstances:
 - (a) vehicle blocking a fire lane;
 - (b) vehicle stopped or parked on a bridge;

- (c) vehicle without a disabled parking permit stopped or parked in a stall or area reserved for persons with disabilities;
 - (d) vehicle stopped or parked within 5 metres of a fire hydrant or standpipe;
 - (e) vehicle stopped or parked within 5 metres of the edge of a marked crosswalk;
 - (f) vehicle stopped or parked within 6 metres of a stop sign or an intersection;
 - (g) vehicle stopped or parked on any portion of highway in such a way as to interfere with or obstruct the normal flow of traffic or the maintenance of the highway (eg: vehicle on highway longer than 24 hours after the commencement of snowfall so as to obstruct snowplows);
 - (h) vehicle without a valid parking permit stopped or parked on highway or in Lions Bay Beach Parking Lot or Kelvin Grove Beach Parking Lot longer than 72 consecutive hours;
 - (i) vehicle without a valid insurance decal stopped or parked on highway or in beach parking lots longer than 72 hours.
2. Towing is to be performed only by a commercial towing service with whom the Municipality has entered into a contract.
 3. The contracted towing company will be responsible for placing appropriate signage around the Village in accordance with the directions of Public Works and/or Bylaw Enforcement staff, showing the company's contact phone number for any person whose vehicle has been towed.
 4. Prior to requesting a tow, a Bylaw Enforcement Officer must issue a Bylaw Notice (i.e. a ticket) and indicate on the Notice that a tow has been requested.
 5. Where, in the opinion of the Bylaw Enforcement Officer, there is inadequate or no signage from the towing company to inform a towee as to who has impounded their vehicle, then upon requesting a tow, the Bylaw Enforcement Officer shall contact the RCMP to advise of

the tow request, the vehicle and licence particulars, and the phone number and address of the towing company's impoundment facility.

6. Towing requests shall be supported with clear evidence of the parking infraction, including photographs of the vehicle and the signage or other evidence (eg: measurement of distance from vehicle to fire hydrant).
7. Where circumstances are ambiguous, or there is a note on the vehicle indicating the driver is dealing with an emergency, the Bylaw Enforcement Officer should exercise his or her discretion to issue a warning notice rather than towing the vehicle.
8. Where a vehicle is parked in a resident parking only area with an out of date parking permit, the Bylaw Enforcement Officer:
 - (a) shall issue a warning on the first instance;
 - (b) may issue a Bylaw Notice (i.e. a ticket) on the second instance, provided the time period between the first and second instance is greater than 72 hours; and
 - (c) may tow the vehicle on the third instance, provided the time period between the second and third instance is greater than 72 hours.
9. There shall be no appeal process to the Municipality's administration or to Council with respect to towing costs. If a person believes they have been towed improperly, they may contest the Bylaw Notice (i.e. ticket) to the designated Screening Officer and if the ticket is upheld, to the Adjudicator under the Bylaw Notice Enforcement Bylaw No. 385, 2006, as amended.
10. This Policy shall be posted to the Village of Lions Bay website.

Corporate Officer

Mayor or Delegate

Adopted by Council:	June 7, 2016
Updated:	

Type	Report to Council		
Title	2022 Preliminary Budget		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	February 24, 2022	Version	
Issued for	March 1, 2022 Regular Council Meeting		

RECOMMENDATION

THAT the report “2022 Preliminary Budget” be received for information purposes.

ATTACHMENTS

1. 2022 Preliminary Operating Budget
2. 2022 Supplemental and Capital Requests

KEY INFORMATION

At the February 15 Committee of the Whole meeting, staff presented the 2022 preliminary operating budget along with a detailed list of the proposed capital and supplementary operational requests. These reports are being presented again to provide Council an opportunity to further review the budget and discuss the requests with staff during the meeting. Staff will be looking for direction from Council with regard to the 2022 tax rate and which requests to include in the 2022 budget.

FOLLOW UP ACTION

Staff will be available to respond to any questions at the March 1 Council meeting. Staff will bring the 2022-2026 Five Year Financial Plan to the March 15 meeting for review and discussion.

The Village of Lions Bay
Preliminary Consolidated Operating Budget 2022

	2021 Budget	2022 Budget	Change	%
Revenues				
Taxation	1,738,295	1,736,197	(2,098)	-0.1%
Infrastructure Levy	158,081	158,081	-	0.0%
Utility Fees and Rates	1,228,265	1,279,837	51,572	4.2%
Fees, Licenses and Permits	321,974	420,602	98,628	30.6%
Grants	4,017,862	1,956,524	(2,061,338)	-51.3%
Loan Proceeds	603,458	-	(603,458)	-100.0%
Net Land Sales	398,280	-	(398,280)	-100.0%
Other Revenue	143,851	136,711	(7,140)	-5.0%
	8,610,066	5,687,952	(2,922,114)	-33.9%
Expenditures				
Administrative Services	1,243,124	1,277,003	33,879	2.7%
Council	87,854	84,657	(3,196)	-3.6%
Emergency Management	89,230	102,215	12,985	14.6%
Fire	401,054	417,574	16,519	4.1%
Bylaw	109,462	120,071	10,609	9.7%
Parks and Recreation	270,512	294,225	23,713	8.8%
Planning and Development	123,188	92,301	(30,887)	-25.1%
Public Works	581,111	513,070	(68,041)	-11.7%
Water Fund	1,119,586	1,156,734	37,148	3.3%
Sewer Fund	105,740	117,147	11,407	10.8%
Solid Waste	198,858	202,907	4,049	2.0%
	4,329,719	4,377,905	48,186	1.1%
Surplus / (Deficit)				
	4,280,347	1,310,047		
Non-cash items included in Surplus/(Deficit)				
Add back amortization	612,690	618,992		
MFA Actuarial Gain on Debt	(34,201)	(38,561)		
	4,858,836	1,890,478		
Cash items NOT included in Surplus/(Deficit)				
Repayment of Debt Principal	(216,549)	(219,150)		
	4,642,287	1,671,328		
Capital Expenditures - Water		(127,249)		
Capital Expenditures - Sewer		(20,000)		
Capital Expenditures - General (grant funded capital only)		(1,844,525)		
Transfer from (to) Reserves:				
Gas Tax Funding		(62,053)		
Transfer from Surplus - COVID Grant		84,899		
Transfer from General Surplus		-		
Transfer from Reserves (for capital)		285,487		
Transfer from Surplus - Loan		41,649		
Transfer from Surplus - Re-budgets		317,993		
Transfer from Surplus - Election		13,500		
Transfer from Surplus - Curly Stewart Award		750		
Transfer to Reserves - Infrastructure Levy		(158,081)		
Transfer from (to) Reserves - WWTP		(98,606)		
Water Surplus		(59,836)		
Sewer Surplus		18,065		
Solid Waste Surplus		(2,820)		
Cash Surplus		60,502		

Village of Lions Bay
2022 Draft Budget

Revenues

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Taxation										
General Municipal Property Tax	1,404,485	1,446,609	1,489,938	1,534,763	1,580,768	1,580,806	1,580,806	-	0.0%	
Infrastructure Levy	-	-	144,658	153,464	158,053	158,081	158,081	-	0.0%	
Parcel Taxes	10,585	10,585	10,585	10,585	128,539	111,289	109,191	(2,098)	-1.9%	
Grants in Lieu	38,577	47,855	50,218	48,320	46,200	46,200	46,200	-	0.0%	
	1,453,647	1,505,049	1,695,399	1,747,131	1,913,560	1,896,376	1,894,278	(2,098)	-0.1%	
Utility Fees and Rates										
Water User Rates	834,605	837,613	879,494	925,127	952,878	952,880	1,000,522	47,642	5.0%	
Sewer User Rates	67,234	68,034	72,276	72,276	74,444	74,444	78,166	3,722	5.0%	
Solid Waste User Rates	185,795	183,570	186,697	194,734	200,997	200,941	201,149	208	0.1%	
	1,087,634	1,089,217	1,138,467	1,192,137	1,228,319	1,228,265	1,279,837	51,572	4.2%	
Fees, Licenses and Permits										
Building Permits	89,603	54,300	91,797	39,005	58,475	80,300	80,300	-	0.0%	
Temporay Use Permits	-	2,500	-	2,500	-	-	2,500	2,500	n/a	
Development Permits	-	-	-	1,000	1,000	500	500	-	0.0%	
Board Of Variance Application Fee	2,000	2,000	1,500	-	2,500	500	1,000	500	100.0%	
Secondary Suite Surcharge Fees	22,476	28,307	24,248	24,553	26,952	25,295	26,354	1,059	4.2%	
Other Permits	3,655	(200)	3,205	6,700	8,250	1,400	1,750	350	25.0%	
Recreation Programs	2,695	3,124	3,552	340	565	2,600	-	(2,600)	-100.0%	
Hall Rental	11,256	9,450	4,809	1,850	2,100	3,000	3,000	-	0.0%	
Boat Space Rentals	9,894	7,475	5,925	8,200	7,363	8,200	8,200	-	0.0%	
Rental Agree - BC Ambulance	25,113	25,113	25,113	26,455	28,333	26,454	28,333	1,879	7.1%	
Parking Fines	9,986	10,238	22,356	96,134	122,427	65,000	100,000	35,000	53.8%	1
Parking Passes - Annual	1,520	1,760	1,320	2,680	2,720	1,400	2,000	600	42.9%	
Parking Meters	20,731	22,350	45,745	35,599	133,255	61,500	123,000	61,500	100.0%	1
Street Parking	-	-	-	-	28,758	30,000	28,000	(2,000)	-6.7%	
Dog Licences	4,800	3,900	3,150	3,490	3,130	3,500	3,500	-	0.0%	
Filming Revenue	3,100	12,150	20,535	15,650	11,000	8,000	8,000	-	0.0%	
Tree Cutting Applications	450	600	675	1,450	675	750	750	-	0.0%	
Tax Information Charges	2,430	1,920	1,710	2,245	2,940	2,000	2,000	-	0.0%	
Miscellaneous	2,787	1,478	3,721	1,400	996	1,575	1,415	(160)	-10.2%	
	212,495	186,465	259,359	269,250	441,439	321,974	420,602	98,628	30.6%	
Grants										
Small Community Grant	298,898	296,118	296,642	298,345	300,000	295,000	295,000	-	0.0%	
COVID 19 Restart Grant	-	-	-	603,000	-	-	-	-	n/a	
CWWF Grant	213,369	75,532	1,641,372	335,788	154,348	234,811	-	(234,811)	-100.0%	
ICIP Grants	-	-	-	-	-	2,943,596	1,284,371	(1,659,225)	-56.4%	2

Village of Lions Bay
2022 Draft Budget

Revenues

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
CN Railway Grant	-	-	-	-	51,912	51,912	-	(51,912)	-100.0%	
Translink Grant	12,524	-	-	40,000	-	206,000	206,000	-	0.0%	
Gas Tax Funding	56,502	59,264	118,381	59,117	121,170	59,117	62,053	2,936	5.0%	
Other Grants	33,842	31,926	15,455	42,125	67,653	227,426	109,100	(118,326)	-52.0%	3
	756,175	573,392	2,025,628	1,378,375	695,082	4,017,862	1,956,524	(2,061,338)	-51.3%	
Other Revenue										
External Borrowing	456,291	-	-	600,000	-	603,458	-	(603,458)	-100.0%	
Net Proceeds from Land Sales	-	-	1,810,716	-	430,186	398,280	-	(398,280)	-100.0%	
Fire Department Callouts Highway	16,085	10,110	11,045	10,469	11,353	11,000	11,000	-	0.0%	
Donations to LB Fire Department	1,000	1,650	11,161	8,199	9,663	3,000	3,000	-	0.0%	
Fire Fighter Day Revenue	23,234	15,324	20,091	3,828	4,646	20,000	18,000	(2,000)	-10.0%	
Tax Penalties and Interest	23,528	25,873	22,194	21,135	17,789	21,250	17,250	(4,000)	-18.8%	
MFA Actuarial Interest	20,422	23,456	26,901	30,481	34,201	34,201	38,561	4,360	12.7%	
Bank Return on Investment	22,174	33,517	62,379	42,198	26,400	40,300	30,300	(10,000)	-24.8%	
Miscellaneous	20,568	16,144	47,250	15,588	10,448	13,500	18,000	4,500	33.3%	4
Water/Sewer Connection Fees	15,958	1,200	13,891	1,854	7,894	600	600	-	0.0%	
	709,952	177,240	2,025,629	733,752	552,580	1,145,589	136,711	(1,008,878)	-88.1%	
Total Revenues	4,219,903	3,531,363	7,144,482	5,320,646	4,830,981	8,610,066	5,687,952	(2,922,114)	-33.9%	

Notes:

- The parking meter revenue and parking fine budget will be determined by Council's 2022 Parking Plan.
- Budget is comprised of the two ICIP grants awarded - LBBP Revitalization (\$784,951) and the Klatt Building Expansion and Retrofit (\$499,420).
- Budget is comprised of:

FCM - Asset Management Phase 3	50,000	awarded
UBCM - Community Wildfire Protection Project	27,500	awarded
UBCM - Emergency Support Services	21,600	submitted
IPG - Upper Bayview Watermain Design	10,000	awarded
	109,100	
- Includes credit card transaction fees and proceeds from sale of Rescue 63 (replaced).

**Village of Lions Bay
2022 Draft Budget**

General Fund - Administration

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Expenditures							
Amortization	337,761	361,939	361,939	361,939	-	0.0%	
Communications	49,992	63,138	62,345	68,000	5,655	9.1%	1
Fiscal Charges	7,897	21,324	14,430	22,150	7,720	53.5%	2
Insurance	37,330	42,188	44,045	47,918	3,873	8.8%	
Internal Allocations	(53,500)	(53,500)	(53,500)	(53,500)	-	0.0%	
Maintenance	6,865	9,218	7,500	13,485	5,985	79.8%	3
Material, Supplies and Equipment	9,598	14,658	19,400	19,850	450	2.3%	
Professional Fees / Contract Services	104,707	83,171	165,653	158,500	(7,153)	-4.3%	4
Salaries and Benefits	629,205	610,926	600,362	621,061	20,699	3.4%	
Sundry	4,572	2,743	4,100	3,850	(250)	-6.1%	
Training / Professional Development	10,272	8,901	14,850	11,750	(3,100)	-20.9%	
Utilities	1,634	1,936	2,000	2,000	-	0.0%	
	1,146,332	1,166,640	1,243,124	1,277,003	33,879	2.7%	

Notes:

- 1 Increased IT support for new laptop for Council Zoom meetings, increased security, additional adobe licence and increased external support from our IT Provider.
- 2 Increase in Moneris fees and parking meter fees due to the increase in tickets issued, longer parking meter season and fees for the debit machine at the Village office.
- 3 Includes the installation of ionization devices for air purification for the Village Hall and offices (COVID funded).

4 Budget is comprised of:	2021 Actual	2021 Budget	2022 Budget	
Legal Fees	26,910	35,000	35,000	
Audit Fees	41,154	39,000	41,000	
Grant Writing Services	-	5,000	5,000	Re-budget
General Contract Services (incl. Actuarial)	4,983	5,000	5,000	
Asset Management - Phase 2	-	4,153	-	
Asset Management - Phase 3	-	62,500	62,500	Re-budget - Cost offset by an 80% grant
Records Management	10,124	15,000	10,000	(\$4,800 re-budget)
	<u>83,171</u>	<u>165,653</u>	<u>158,500</u>	

* The following expenses are re-budgeted in 2022:

Alarm Monitoring	1,500	
Fire Prood Safe	4,200	
Legal Fees	8,000	
Asset Management - Phase 3 (net of grant)	12,500	
Grant Writing Services	5,000	
Records Management	4,800	<u>36,000</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay
2022 Draft Budget**

General Fund - Council

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Expenditures							
Council Communication	1,874	1,867	1,475	2,200	725	49.2%	1
Office Supplies	-	201	300	200	(100)	-33.3%	
Professional Services	-	760	-	3,000	3,000	n/a	2
Salaries and Benefits	51,635	51,583	51,879	53,807	1,929	3.7%	
Council Funded Events	1,676	10,259	28,500	8,500	(20,000)	-70.2%	3
Election	-	-	2,250	15,000	12,750	n/a	4
Conferences & Conventions	-	-	1,500	250	(1,250)	-83.3%	
Association Dues / Memberships	1,404	1,441	1,450	1,450	-	0.0%	
Travel	-	10	500	250	(250)	-50.0%	
	56,589	66,527	87,854	84,657	(3,196)	-3.6%	

Notes:

- 1 Budget includes costs for software license fees, Zoom, AV equipment in Council Chambers and Council publications and postage.
- 2 Budget includes funds for election training and council orientation.
- 3 2021 budget included funds for the 50th Anniversary (\$20k) as well as volunteer recognition, which was not fully spent and has been re-budgeted.
- 4 Costs to cover the 2022 Municipal election to be partially offset by a draw from the election surplus (\$11,500).

* The following expenses are re-budgeted in 2022:

Council Funded Events	8,500	
Conferences & Conventions	250	
Travel	250	9,000
	<hr/>	

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay
2022 Draft Budget**

General Fund - Emergency Management

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Expenditures							
Communications	4,111	6,899	9,750	11,275	1,525	15.6%	1
Search and Rescue	2,079	2,600	2,100	2,500	400	19.0%	
Emergency Support Services (ESS)	431	-	3,870	25,470	21,600	558.1%	2
Maintenance	6,239	5,537	8,000	7,495	(505)	-6.3%	
Material, Supplies and Equipment	17,546	13,574	18,350	12,000	(6,350)	-34.6%	3
Professional Fees / Contract Services	-	-	5,000	40,000	35,000	700.0%	4
Salaries and Benefits	40,563	36,482	38,085	-	(38,085)	-100.0%	4
Training / Professional Development	266	-	2,275	2,275	-	0.0%	5
Utilities	660	1,059	1,800	1,200	(600)	-33.3%	
	71,895	66,151	89,230	102,215	12,985	14.6%	

Notes:

- 1 Relates to the increased IT support for the four new laptops purchased for the EOC and the two laptops and two Ipads purchased for the ESS (all grant funded).
- 2 Budget includes a \$3,870 re-budget and \$21,600 for supplies, equipment and training to be fully funded by a UBCM ESS grant (application submitted).
- 3 Budget includes \$7k for park washroom cleaning and \$3k for COVID supplies (to be funded by the COVID grant).
- 4 The Village has entered into a contract with Red Cape Solutions Inc. for the provision of emergency management services, in place of the previous part-time Emergency Planning Coordinator position.
- 5 Includes a re-budget \$2,000 for JIBC Training for staff and volunteers.

* The following expenses are re-budgeted in 2021:

Emergency Support Services (ESS)	3,870	
Professional Fees / Contract Services	5,000	
Training / Professional Development	<u>2,000</u>	<u>10,870</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay
2022 Draft Budget**

General Fund - Fire Department

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Expenditures							
Communications	43,963	39,347	58,050	51,253	(6,797)	-11.7%	1
Fiscal Charges	234	229	250	250	-	0.0%	
Interest Payments	2,079	1,698	1,875	1,307	(567)	-30.3%	
Insurance	15,719	13,287	16,693	16,329	(364)	-2.2%	
Maintenance	55,279	54,394	56,125	63,000	6,875	12.2%	2
Material, Supplies and Equipment	51,216	63,293	57,197	83,200	26,003	45.5%	3
Professional Fees / Contract Services	16,500	3,470	31,000	27,500	(3,500)	-11.3%	4
Salaries and Benefits	134,841	144,207	160,615	155,484	(5,130)	-3.2%	
Training / Professional Development	11,609	1,552	15,750	15,750	-	0.0%	5
Utilities	3,368	2,688	3,500	3,500	-	0.0%	
	334,808	324,165	401,054	417,574	16,519	4.1%	

Notes:

- 1 The budget includes re-budgeted Fire Fighter's Day expenses (2021 event was cancelled), Surrey Dispatch charges, E-Comm radio costs, IT, phone and internet costs.
- 2 Budget includes \$5k for Burn Building anchors to allow rope rescue training and funds for new roll out bags.
- 3 Budget includes \$20k for SCBA and one time funds to outfit the new Rescue 63 (ropes, lights, medical supplies, lpad, signage, roll out beds/bags).
- 4 Community wildfire protection project (offset by 100% UBCM grants) - to be completed in Spring 2022.
- 5 Training underspent in 2021 due to COVID. Budget includes the purchase of training and equipment maintenance software.

* The following expenses are re-budgeted in 2022:

Fire Fighter's Day Supplies	8,000	
Holmatro Maintenance	3,000	
Hoses & Fittings	2,000	
Training Meals	5,000	
Training / Professional Development	<u>13,000</u>	<u>31,000</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay
2022 Draft Budget**

General Fund - Bylaw Services

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Expenditures							
Communications	1,284	2,357	2,200	2,700	500	22.7%	1
Material, Supplies and Equipment	2,186	8,199	12,450	10,550	(1,900)	-15.3%	2
Professional Fees / Contract Services	1,718	6,082	2,250	6,200	3,950	175.6%	3
Salaries and Benefits	44,137	96,182	92,562	100,621	8,059	8.7%	4
Training / Professional Development	60	-	-	-	-	n/a	
	49,385	112,820	109,462	120,071	10,609	9.7%	

Notes:

- 1 An additional cell phone was purchased in 2021.
- 2 Budget includes the purchase of new uniform shirts for the BEO's and the monthly cost of the automated ticket software.
- 3 Fees for the collection agency increased due to increase in tickets sent to, and collected by, collections.
- 4 Budgeted the same hours as 2021 - one BEO Monday to Thursday, 2 BEO's Friday to Sunday plus stats, third BEO covering some weekends. Final hours to be determined by Council's 2022 Parking Plan.

**Village of Lions Bay
2022 Draft Budget**

General Fund - Parks and Recreation

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Expenditures							
Communications	594	396	650	-	(650)	-100.0%	
Grants	14,117	4,882	5,912	5,483	(429)	-7.3%	
Maintenance	41,934	53,519	64,450	74,450	10,000	15.5%	1
Material, Supplies and Equipment	8,611	24,866	15,200	23,800	8,600	56.6%	2
Professional Fees / Contract Services	8,100	10,080	12,048	12,300	252	2.1%	3
Recreation Programs	-	-	2,300	-	(2,300)	-100.0%	
Salaries and Benefits	163,862	187,062	163,952	171,192	7,240	4.4%	4
Training / Professional Development	-	552	-	-	-	n/a	
Utilities	5,248	7,382	6,000	7,000	1,000	16.7%	
	242,466	288,739	270,512	294,225	23,713	8.8%	

Notes:

- 1 Budget includes the equipment rental for the Logger's Lane culvert repair, the irrigation for the Kelvin Grove Berm, and an electric lawn mower.
- 2 Budget includes cost of porta potties, doggie bags and plants for WWTP fence area and Brunswick Beach entrance.
- 3 Budget includes costs for invasive species eradication (per Sea to Sky Invasive Species 2022 Workplan).
- 4 The portion of PW salaries allocated to Parks was increased. Overall, PW salaries and benefits have increased 2.3%.
- * The following expenses are re-budgeted in 2022:

Maintenance - Banners	<u>2,500</u>	<u>2,500</u>
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These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay
2022 Draft Budget**

General Fund - Planning and Development

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Expenditures							
Communications	1,955	2,250	4,000	4,250	250	6.3%	
Professional Fees / Contract Services	6,445	19,705	59,675	42,673	(17,002)	-28.5%	1
Salaries and Benefits	30,682	31,718	55,163	41,278	(13,885)	-25.2%	
Sundry	500	414	1,000	750	(250)	-25.0%	
Training / Professional Development	674	642	3,350	3,350	-	0.0%	
	40,256	54,728	123,188	92,301	(30,887)	-25.1%	

Notes:

1 Budget is comprised of:	2021 Actual	2021 Budget	2022 Budget	
Building Inspection Services (vacation coverage)	-	1,500	-	
Communication Consultant (initiatives per strategic plan)	-	7,500	7,500	Re-budget
Planning Consultants	-	25,000	25,000	Re-budget
Housing Needs Assessment	14,324	15,000	676	Re-budget
EV Charging Station Design	1,178	2,425	1,247	Re-budget
Land Surveys	3,800	5,000	5,000	
Land Appraisals	-	3,000	3,000	Re-budget
Miscellaneous	403	250	250	
	<u>19,705</u>	<u>59,675</u>	<u>42,673</u>	

* The following expenses are re-budgeted in 2022:

Professional Fees (see above)	37,423	
Training / Professional Development	<u>2,600</u>	<u>40,023</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay
2022 Draft Budget**

General Fund - Public Works

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Expenditures							
Communications	9,811	14,739	10,500	15,250	4,750	45.2%	
Interest Payments	13,877	9,923	15,307	11,986	(3,321)	-21.7%	
Insurance	18,578	10,815	19,693	14,881	(4,812)	-24.4%	
Internal Allocations	(15,000)	(15,000)	(15,000)	(15,000)	-	0.0%	
Maintenance	127,894	243,158	236,250	144,540	(91,710)	-38.8%	1
Material, Supplies and Equipment	35,818	47,359	49,500	45,250	(4,250)	-8.6%	
Professional Fees / Contract Services	6,452	-	41,000	51,000	10,000	24.4%	2
Salaries and Benefits	194,427	235,695	204,961	230,863	25,902	12.6%	3
Training / Professional Development	4,757	9,433	11,100	6,500	(4,600)	-41.4%	
Utilities	7,602	7,355	7,800	7,800	-	0.0%	
	404,215	563,478	581,111	513,070	(68,041)	-11.7%	

Notes:

1 The 2021 budget and actual included the work on the KG and BB railway grade crossings. The 2022 budget includes lane marking (not done in 2021) and fence repairs at the BB railway crossing.

2 Budget is comprised of:

	2021 Actual	2021 Budget	2022 Budget	
Contract Services - Engineering	-	5,000	5,000	Re-budget
Upper Bayview Watermain - Survey/Design (40%)	-	36,000	36,000	Re-budget
Driveway Bridge Options	-	-	10,000	
	-	41,000	51,000	

3 The portion of PW salaries allocated to Public Works was increased. Overall, PW salaries and benefits have increased 2.3%.

* The following expenses are re-budgeted in 2022:

Lane Marking	7,500	
Upper Bayview Watermain - Survey/Design (40%)	36,000	
Contract Services	<u>5,000</u>	<u>48,500</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

Village of Lions Bay 2022 Draft Water Budget

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Parcel Tax Brunswick Beach	10,585	10,585	10,585	10,585	-	0.0%	
Water User Rates	925,127	952,878	952,880	1,000,522	47,642	5.0%	1
Secondary Suite Fees	18,571	20,495	19,129	20,085	956	5.0%	
Connection Fees	1,854	1,200	600	600	-	n/a	
CWWF Grant	335,788	154,348	234,811	-	(234,811)	-100.0%	
ICIP Grants	-	-	995,535	-	(995,535)	n/a	
Other Grants	-	-	-	-	-	n/a	
Loan Proceeds	600,000	-	362,075	-	(362,075)	-100.0%	
Other - MFA Actuarial Gain	25,952	34,649	29,156	32,978	3,822	13.1%	
Total Revenues	1,917,877	1,174,154	2,604,771	1,064,770	(1,540,001)	-59.1%	
Amortization	198,069	203,736	213,348	219,318	5,970	2.8%	
Communications	2,799	3,941	2,900	8,800	5,900	203.4%	2
Interest Payments	36,321	68,076	68,632	68,297	(335)	-0.5%	
Insurance	35,175	42,287	41,883	39,769	(2,114)	-5.0%	
Maintenance	127,904	182,917	143,730	170,700	26,970	18.8%	3
Material, Supplies and Equipment	22,061	47,748	48,800	54,050	5,250	10.8%	
Professional Fees / Contract Services	20,692	14,252	108,000	126,000	18,000	16.7%	4
Salaries and Benefits	341,481	345,043	397,544	376,300	(21,243)	-5.3%	5
Sundry	16,748	17,128	20,000	18,500	(1,500)	-7.5%	
Training / Professional Development	3,336	3,332	5,500	5,750	250	4.5%	
Utilities	12,782	12,109	14,250	14,250	-	0.0%	
Internal Allocations	55,000	55,000	55,000	55,000	-	0.0%	
Total Expenditures	872,368	995,569	1,119,586	1,156,734	37,148	3.3%	
Surplus / (Deficit)	1,045,509	178,585	1,485,184	(91,965)			

**Village of Lions Bay
2022 Draft Water Budget**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Amortization	198,069	203,736	213,348	219,318			
MFA Actuarial Gain on Debt	(22,869)	(22,869)	(29,156)	(32,978)			
Cash Surplus	1,220,709	359,452	1,669,377	94,376			
Capital Expenditures			(2,160,817)	(127,249)			6
Repayment of Debt Principal			(87,874)	(88,040)			
Draw from (to) Surplus (loan)			465,396	41,649			7
Draw from Surplus (re-budget)			33,450	139,100			8
Draw from Surplus (capital)			75,000	-			
Transfer (from) to Water Surplus			(5,468)	59,836			

Notes:

- 1 The revenue includes a 5.0% increase in user rates (equates to a \$85 increase over 2021 rates per household).
- 2 Budget includes cost for the connection (Shaw Internet) to the Magnesia Plant via the underground conduit and internet for the PRV Scada.
- 3 Budget includes \$25k for condition assessments and \$30k for cleaning of the three water tanks (Harvey, Magnesia and Highway).

**Village of Lions Bay
2022 Draft Water Budget**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
4 Budget is comprised of:		2021 Actual	2021 Budget	2022 Budget			
Rock Slope Remediation		-	20,000	40,000	(\$20k re-budget)		
UBC Hydrology Study Contribution		-	10,000	12,000	(\$10k re-budget)		
Upper Bayview Watermain - Survey/Design (60%)		-	54,000	54,000	(\$54k re-budget)		
General Contract Services		6,513	12,000	10,000			
Water Testing		7,739	12,000	10,000			
		<u>14,252</u>	<u>108,000</u>	<u>126,000</u>			

5 The portion of PW salaries allocated to the water fund was decreased. Overall, PW salaries and benefits have increased 2.3%.

6 Capital Expenditures include:

Three PRV project (funded by balance of MFA Financing)	41,649	
SCADA (20% sewer/80% water)	80,000	
Safety Showers at Treatment Plant	<u>5,600</u>	<u>127,249</u>

7 The balance of the three PRV project is funded by the MFA loan.

8 Re-budgets include:

General Contact Services - Rock Slope Remediation	20,000	
Upper Bayview Watermain - Survey/Design (60%)	54,000	
UBC Hydrology Study	10,000	
Safety Showers at Treatment Plant	5,600	
Tank Inspections / Cleaning	37,500	
Sensors for Harvey (ordered in 2021, delivered in 2022)	6,800	
Hydrant Parts (ordered in 2021, delivered in 2022)	<u>5,200</u>	<u>139,100</u>

These items were budgeted in 2021 but will not be purchased/completed until 2022.

**Village of Lions Bay
2022 Draft Solid Waste Budget**

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Garbage User Fees	194,734	200,997	200,941	201,149	208	0.1%	1
Secondary Suite Fees	3,965	4,380	4,088	4,088	-	0.0%	
Miscellaneous Revenue	460	551	400	490	90	22.5%	
Total Revenues	199,159	205,928	205,429	205,727	298	0.1%	
Supplies and Education	353	947	750	1,000	250	33.3%	
NS Transfer Station Agreement	1,500	-	1,500	-	(1,500)	-100.0%	2
Collection Contract	52,626	55,845	54,898	56,545	1,647	3.0%	3
Recycle Removal Contract	52,934	55,580	54,690	57,421	2,731	5.0%	3
Green Waste Contract	69,430	70,879	71,920	73,066	1,146	1.6%	3
Prompt Payment Discounts	5,339	5,376	5,600	5,375	(225)	-4.0%	
Internal Allocations	9,500	9,500	9,500	9,500	-	0.0%	
Total Expenditures	191,682	198,127	198,858	202,907	4,049	2.0%	
Surplus / (Deficit)	7,477	7,801	6,571	2,820			

Notes:

- 1 The revenue includes a 0.0% increase in user rates.
- 2 Direct municipal funding is no longer required for the recycling depots at Recycling and Waste Centres.
- 3 Garbage, recycling and green waste costs will increase by 3% in 2022.

Village of Lions Bay 2022 Draft Sewer Budget

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Utility Fees and Rates	72,276	74,444	74,444	78,166	3,722	5.0%	1
Parcel Taxes	-	117,954	100,704	98,606	(2,098)	-2.1%	
Secondary Suite Fees	2,017	2,078	2,078	2,181	103	5.0%	
Total Revenues	74,293	195,676	177,226	178,953	1,727	1.0%	
Amortization	76,544	36,735	37,403	37,735	332	0.9%	
Communications	429	886	1,050	970	(80)	-7.6%	
Insurance	3,057	5,278	5,278	4,939	(339)	-6.4%	
Maintenance	3,024	27,732	30,000	39,000	9,000	30.0%	2
Material, Supplies and Equipment	1,634	3,600	4,950	4,000	(950)	-19.2%	
Professional Fees / Contract Services	3,169	-	-	-	-	n/a	
Salaries and Benefits	19,152	21,074	17,034	19,278	2,244	13.2%	3
Sundry	1,984	2,340	2,125	2,225	100	4.7%	
Training / Professional Development	250	-	1,000	2,000	1,000	100.0%	
Utilities	2,846	3,021	2,900	3,000	100	3.4%	
Internal Allocations	4,000	4,000	4,000	4,000	-	0.0%	
Total Expenditures	116,087	104,666	105,740	117,147	11,407	10.8%	
Surplus / (Deficit)	(41,794)	91,010	71,486	61,806			
Amortization	76,544	36,735	37,403	37,735			
Cash Surplus / (Deficit)	34,750	127,745	108,889	99,541			
Capital Expenditures			(36,248)	(20,000)			4
Transfer from Surplus - Re-Budgets			24,450	1,000			5
Transfer from Surplus - WWTP			2,826	-			
Transfer from (to) Reserves - WWTP			(87,282)	(98,606)			
Transfer (from) to Sewer Surplus			12,635	(18,065)			

**Village of Lions Bay
2022 Draft Sewer Budget**

Notes:

- 1 The revenue includes a 5.0% increase in user rates (equates to a \$43 increase over 2021 rates per household).
- 2 Budget includes \$10k for smoke testing and \$25k for pump outs of the treatment plant.
- 3 The portion of PW salaries allocated to the sewer fund was increased. Overall, PW salaries and benefits have increased 2.3%.

4 Capital Expenditures include:		
SCADA (20% sewer/80% water)	20,000	20,000
5 Re-budgets include:		
Training / Professional Development	1,000	1,000

These items were budgeted in 2021 but will not be purchased/completed until 2022.

Village of Lions Bay

2022 Budget - Proposed Capital and Supplemental Requests

Operating	Net Amount
Building and equipment appraisals (insurance requirement - can be funded by MIA over a three year period)	15,800
Public Works summer help - two qualified staff for two months - ditching, sign cleaning, and vegetation / trimming works	30,750
	<u>(30,750)</u>
	-
	-
Public Waste Receptacles in the Village the addition of 11 bearproof double bins with garbage and recycling plus concrete pads - 9 replacements and 2 new	29,645
	<u>(29,645)</u>
	-
	-
Memorial Cairn etc. Plaque and upgrades for the Memorial Cairn; Olympic wall with plaques outside the Village Hall; renaming Native Plant Garden - plaques	10,000
Engineering Traffic Review of CN Crossings	30,000
Drainage Master Plan	50,000
Total Operating Supplementals	<u><u>105,800</u></u>
Capital	
Road Paving and Repairs Part of three year plan commenced in 2020.	200,000
High Priority Bridge Repairs Repairs on 8 bridges, per recent inspection and quote from ISL	149,100

**Village of Lions Bay
2022 Budget - Proposed Capital and Supplemental Requests**

Lions Bay Beach Park Revitalization Project	1,070,438	
ICIP Community, Culture and Recreation Program Grant (awarded)	(784,951)	
Re-Budgets / Donations	(60,000)	
	225,487	225,487 From Reserves
 Lions Bay Avenue Connector Project	 274,667	
TransLink Funding (75%)	(206,000)	
	68,667	68,667
 Kelvin Grove Beach Park Bridge		
to provide access to public park on the point of land adjacent to KG beach		24,000
 Public Works:		
Skid steer loader to replace bobcat	90,000 cost	20,000 Annual Payment
Mini excavator	90,000 cost	20,000 Annual Payment
to be financed with a 5 year MFA equipment loan		
 Salter for flat deck		12,000
 Fire Department:		
Turn-Out Gear	11,000	
Pagers	6,000	
Mobile CAD's for Fire Truck	15,000	
Sea Cans (for storage)	7,000	
Shelving for Fire Hall	10,000	
Training Structure at Pit	6,000	
	55,000	55,000

**Village of Lions Bay
2022 Budget - Proposed Capital and Supplemental Requests**

Used Forklift/Backhoe (for auto extrication training)		30,000
Rescue 63 (Small Engine) Budgeted in 2021 - purchased in January 2022 Proceeds from sale of old truck	10,700 <u>(10,000)</u> 700	700
New Engine 62 Truck is nearing the end of its insurable life - need to start planning for replacement	tbd	
Washer and Dryer for Turnout Gear Budgeted in 2021 but backordered - to be delivered in 2022		27,060
Emergency Building Expansion and Retrofit ICIP COVID-19 Resilience Infrastructure Program Grant (awarded)	499,420 <u>(499,420)</u> -	-
Total Capital Requests		<u><u>832,014</u></u>
Total Operating and Capital Requests		<u><u>937,814</u></u>

**COMMITTEE OF THE WHOLE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, FEBRUARY 15, 2022 at 5:30 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
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)

Public: 1

1. Call to Order

Mayor McLaughlin called the meeting to order at 5:31 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT the agenda be adopted as submitted.

CARRIED

3. Public Participation

None

4. Review & Approval of Minutes of Prior Meetings

A. Council Strategy Committee Meeting – November 30 and December 1, 2021

Moved/Seconded

THAT the Council Strategy Committee Meeting Minutes of November 30 and December 1, 2021, be approved, as circulated.

CARRIED

5. Business Arising from the Minutes

PWM Jaffer provided an update, noting that tests to check for asbestos fibers came back negative.

6. Unfinished Business

None

7. Reports

A. Staff

i. CFO: 2022 Preliminary Budget

CFO Rooke presented the preliminary budget, noting Council's opportunity to ask questions regarding the budget.

Councillor Barmeier commented on the 2022 preliminary budget, noting

- whether funds received from parking could be allocated for leveraging grants for infrastructure projects
- whether the EV charger funds could be budgeted
- he noted that an official community plan review is not a priority, and that spending should be focused on current OCP priorities
- Council has ear of community via many channels
- Lions Bay Connector Project – where does it fit on priorities
- questioned the Kelvin Grove Beach Park bridge

Staff clarified the following:

- overview of allocations between operating and capital: EV Charger budgeted in two different places
- current budget just looking at 2022
- EV Charger funds can be allotted through Council resolution; can be in the five-year plan
- Needs to be a prioritization on how to spend surplus
- Kelvin Grove bridge is about providing access to the point to avoid crossing private property, which has now been developed; costs have been revised

Discussion ensued on:

- increasing costs
- additional bylaw enforcement hours; provincial restart funds
- presentation of accounting documents – visually comprehensive for people who are not accountants
- accounting details important to understand what is not being taxed for

Staff noted the following:

- continued IT support is an annual cost
- overview of smoke testing of sewer system

Mayor McLaughlin commented on the 2022 budget, noting:

- increasing costs
- removing budgets for both planning and communication consultants
- in favour of an OCP review
- in favour of CN crossing study, road paving and repairs, bridge repairs, beach park upgrades, Lions Bay connector project Fire department gear, backhoe; maybe to Kelvin Grove park access

Councillor Cunliffe commented on the 2022 budget, noting:

- in favour of Lions Bay connector project, public access to Kelvin Grove point, drainage; soft on OCP review

PWM Jaffer noted that the drainage study would be for the whole Village and proposals would be requested for the study

Councillor Abbott commented on the 2022 budget, noting:

- opposed to OCP review
- engineering traffic review: how to get for less than that
- drainage master plan, road paving
- Maybe to the KG park access

PWM Jaffer clarified the bridge repair, and noted that the mini excavator can be rusted through due to heavy use, the need for an additional salter, and requirements of a different type of fork life for auto ex training.

Moved/Seconded

THAT the report "2022 Preliminary Budget" be received for information purposes.

CARRIED

B. Mayor
None

C. Council
None

D. Committees
None

8. New Business
None

9. Public Questions & Comments
None

10. Closed Meeting

Proposed topics for discussion in the absence of the public:

- A. Personnel
- B. Procurement
- C. Legal Matters

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;
- (g) litigation or potential litigation affecting 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*](#);
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

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 6:33 pm

11. Reporting Out from Closed Portion of Meeting

Council reviewed closed supplementary budget information from staff

12. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

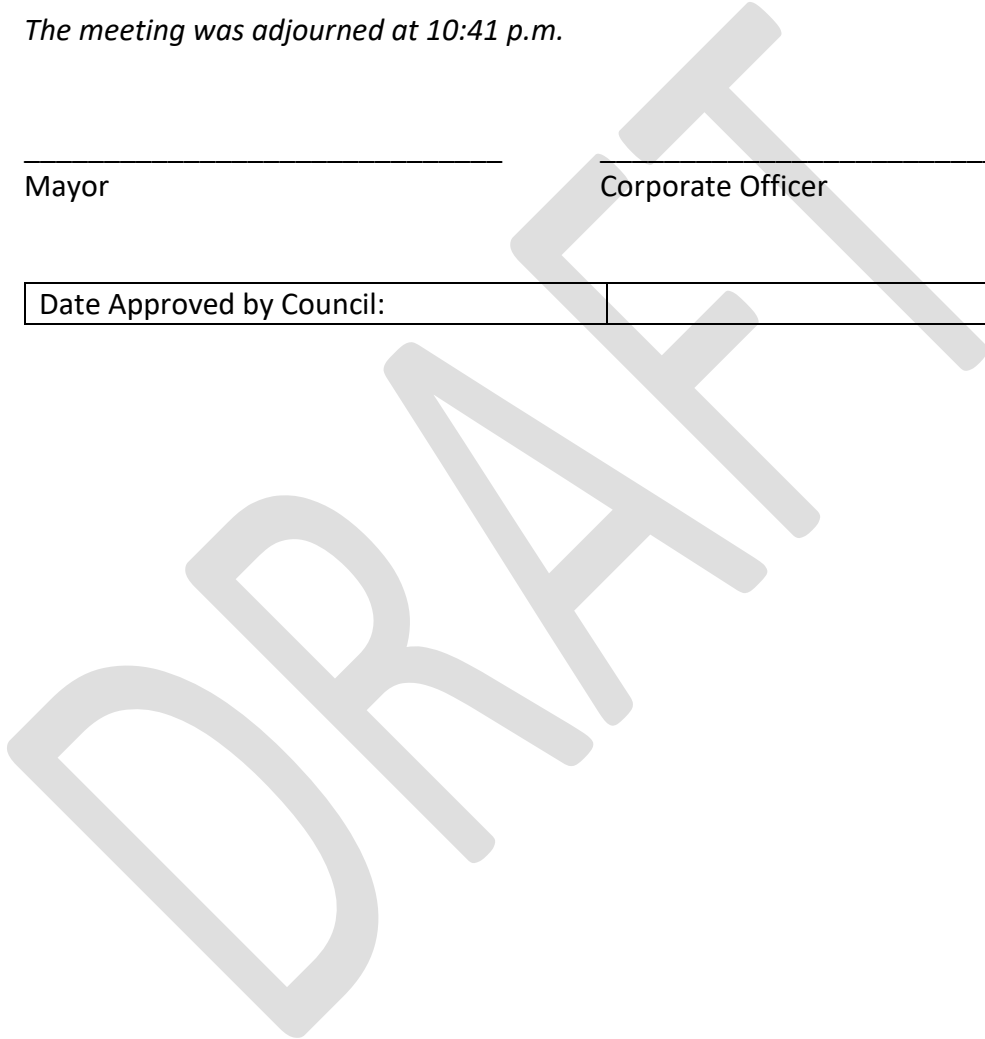
CARRIED

The meeting was adjourned at 10:41 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
---------------------------	--



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Type	Information Report		
Title	Council Remuneration		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	February 24, 2022	Version	-
Issued for	March 1, 2022 Regular Council Meeting		

RECOMMENDATION

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

ATTACHMENTS

1. Council Remuneration Bylaw No. 552, 2018
2. 2021 Mayor and Council Remuneration Summary

KEY INFORMATION

On October 2, 2018, Council adopted the Council Remuneration Bylaw No. 522, 2018. The bylaw states that “Council remuneration increases shall be made annually effective the first day of January and shall be based on the percentage the BC Consumer Price Index (CPI) increased over the previous calendar year”. Based upon the 2021 BC CPI index, Council should receive a 2.79% remuneration increase retroactive to January 1, 2022.

The 2021 Mayor and Council Remuneration Summary attached is compiled from data from CivicInfo’s annual survey. It provides an opportunity for Council to review their remuneration against other comparable municipalities and consider if they would like to propose a further increase to keep pace with other municipalities. It is a common practise for a Council to do a remuneration comparison in an election year; if they determine an increase is warranted, they can implement it prior to a new Council taking office, knowing the electorate will hold them accountable for any perceived excesses.

FINANCIAL IMPLICATIONS

The Mayor is currently paid \$16,632.13 annually. The 2022 annual salary would be \$17,096.17, an increase of \$464.04.

The Councillors are currently paid \$8,316.07 annually. The 2022 annual salary would be \$8,548.09, an increase of \$232.02.

These salaries will be included in the 2022 annual budget.

FOLLOW UP ACTION

Staff will implement the remuneration increase retroactive to January 1, 2022 to be paid on the March 25, 2022 pay.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Council Remuneration Bylaw Bylaw No. 552, 2018

Adopted: October 2, 2018

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

Council Remuneration Bylaw No. 552, 2018

A bylaw to provide for the payment of remuneration to the Mayor and Councillors of the Village of Lions Bay.

The Council of the Village of Lions Bay in open meeting assembled enacts as follows:

1. Village of Lions Bay Council Remuneration Bylaw No. 477, 2015 is hereby repealed.
2. This bylaw may be cited for all purposes as the "Council Remuneration Bylaw No. 552, 2018".
3. Effective January 1, 2019, the Mayor shall be paid the annual sum of \$15,702.16.
4. Effective January 1, 2019, each Councillor shall be paid the annual sum of \$7,851.08.
5. Mayor and Councillor remuneration increases shall be made annually effective the first day of January and shall be based on the percentage the BC Consumer Price Index (CPI) increased over the previous calendar year, multiplied by the Mayor and Councillor salaries for the previous calendar year.
6. In the event the CPI decreases over the previous calendar year, Mayor and Councillor remuneration shall remain unchanged.
7. This bylaw comes into effect on January 1, 2019.

READ A FIRST TIME this 18th day of September, 2018



READ A SECOND TIME this 18th day of September, 2018

READ A THIRD TIME this 18th day of September, 2018

ADOPTED this 2nd day of October, 2018

Village of Lions Bay
Council Remuneration Bylaw No. 552, 2018

Page 3


Mayor
Corporate Officer

Corporate Officer

Certified a true copy of
Bylaw No. 552, 2018
as adopted.

2021 Mayor and Council Remuneration Summary

(per CivicInfo)

Local Government	Jurisdiction	Mayor Annual Remuneration	Councillor Annual Remuneration
Coquitlam	City	190,000.00	77,000.00
Burnaby	City	181,356.00	81,610.00
Langley	City	152,831.00	56,547.00
Langley	Township	141,510.00	65,508.00
Prince George	City	136,046.15	39,528.00
North Vancouver	District	135,260.93	54,416.58
New Westminster	City	132,990.00	51,150.00
Saanich	District	123,632.45	48,517.86
Chilliwack	City	123,072.00	45,411.00
Port Moody	City	114,517.00	41,553.00
White Rock	City	104,930.00	41,970.00
Pitt Meadows	City	101,076.55	40,435.59
Fort St. John	City	93,732.69	35,105.00
Squamish	District	89,884.00	40,578.00
Mission	District	86,184.00	43,090.00
North Cowichan	District	82,449.00	29,681.00
Dawson Creek	City	81,353.00	24,661.00
Salmon Arm	City	67,988.48	26,928.05
Cranbrook	City	66,495.00	24,245.10
Parksville	City	54,621.00	31,212.00
Lake Country	District	52,143.26	20,857.30
Smithers	Town	48,595.77	22,139.15
Qualicum Beach	Town	47,341.73	35,506.30
Anmore	Village	46,400.00	20,600.00
Terrace	City	43,450.00	17,646.00
Comox	Town	43,263.00	24,786.00
Ladysmith	Town	40,294.00	15,860.00
Kent	District	40,095.00	18,983.00
Sidney	Town	39,703.00	15,859.00
Chetwynd	District	39,535.00	14,045.00
Harrison Hot Springs	Village	39,500.00	20,850.00
Trail	City	39,425.00	18,525.00
Kitimat	District	37,696.00	17,350.00
Sparwood	District	37,480.05	16,101.21
Summerland	District	37,123.00	16,705.00
Sechelt	District	37,109.28	18,559.84
Revelstoke	City	36,084.00	16,608.00
Oak Bay	District	34,415.35	14,604.58
Spallumcheen	Township	33,051.00	19,498.00
Colwood	City	33,003.57	16,501.78
Duncan	City	32,910.00	16,823.00
View Royal	Town	32,885.49	15,766.53

2021 Mayor and Council Remuneration Summary

(per CivicInfo)

Local Government	Jurisdiction	Mayor Annual Remuneration	Councillor Annual Remuneration
Fraser Lake	Village	32,663.00	11,405.00
Elkford	District	32,640.00	16,320.00
Taylor	District	32,500.00	10,500.00
Hope	District	32,401.34	18,360.65
Creston	Town	31,685.00	15,842.00
Sooke	District	31,500.00	15,750.00
Tumbler Ridge	District	31,487.00	14,161.00
Osoyoos	Town	31,271.16	19,059.24
Pemberton	Village	31,095.29	15,405.41
Tofino	District	30,690.00	15,345.00
Bowen Island	Island Municipality	30,000.00	15,000.00
Lumby	Village	28,912.38	15,999.86
Mackenzie	District	28,198.00	11,952.00
Armstrong	City	26,581.00	15,243.00
Invermere	District	24,783.00	14,870.00
Grand Forks	City	24,700.00	18,525.00
Lake Cowichan	Town	24,331.00	14,599.00
Princeton	Town	24,084.00	12,042.00
Belcarra	Village	22,292.28	11,146.62
Pouce Coupe	Village	21,000.00	10,500.00
Clearwater	District	20,962.00	10,908.00
Enderby	City	20,289.00	10,741.00
Burns Lake	Village	20,060.00	9,457.00
Lantzville	District	20,032.00	13,857.00
Port McNeill	Town	18,821.40	10,279.38
Ashcroft	Village	18,815.00	11,015.00
Houston	District	18,452.70	9,226.35
Rossland	City	18,162.03	9,262.03
100 Mile House	District	17,690.00	8,844.00
Lions Bay	Village	16,632.13	8,316.07
Stewart	District	16,376.00	10,535.00
Highlands	District	16,192.00	9,715.00
Telkwa	Village	16,063.08	8,304.00
Lillooet	District	15,986.00	9,002.00
Warfield	Village	15,544.00	7,688.75
Radium Hot Springs	Village	15,246.00	8,720.00
Gold River	Village	15,076.88	7,538.44
Chase	Village	14,043.48	9,274.28
Nakusp	Village	13,936.78	6,968.39
Fruitvale	Village	13,621.00	6,810.00
Kaslo	Village	13,358.34	7,018.95
Barriere	District	13,112.94	10,196.00

2021 Mayor and Council Remuneration Summary

(per CivicInfo)

Local Government	Jurisdiction	Mayor Annual Remuneration	Councillor Annual Remuneration
Keremeos	Village	11,837.47	7,435.94
Port Alice	Village	11,823.00	7,882.00
New Hazelton	District	11,800.00	5,800.00
Granisle	Village	10,520.52	5,804.40
Hazelton	Village	10,000.00	4,000.00
Sun Peaks	Resort Municipality	10,000.00	6,000.00
Midway	Village	9,782.28	8,081.00
Masset	Village	9,100.00	5,005.00
Montrose	Village	8,773.00	4,386.00
Canal Flats	Village	7,536.85	4,522.11
Alert Bay	Village	6,999.98	4,505.02
Slocan	Village	5,500.00	3,400.00
New Denver	Village	5,444.02	2,994.74
Port Clements	Village	5,000.00	3,000.00
Silverton	Village	5,000.00	3,000.00
Zeballos	Village	4,774.00	3,182.00

Type	Request for Decision		
Title	Tree Application #118 – 231 Bayview Road		
Author	Shawna Driscoll	Reviewed By:	Peter DeJong
Date	February 24, 2022	Version	
Issued for	March 1, 2022 Regular Council Meeting		

Recommendation:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 118 – 231 Bayview Rd subject to the following:

- a. Topping / Trimming / Removal is to be in accordance with the photos and requested work in the application materials. The tree at the junction of Stewart Road and Bayview Road must be removed completely;
- 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 applicant will contact the owner of #262 Stewart Road to confirm that they have no objection to the work. The owner will then forward this confirmation to the Village Office;
- d. Before and after photos of the work are required
- e. 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. 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

Attachments:

(1) Tree Application Package

Key Information:

No neighbours were opposed. The Tree Committee requested the neighbour at 262 Stewart Road be canvassed. We received their signed letter of support and it now forms part of the application.

**TREES, VIEWS & LANDSCAPES COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY, FEBRUARY 24th, 2022
ON SITE: 231 Bayview Road**

MINUTES

In Attendance:

Committee: Chair, Simon Waterson
Mike Jury
Jay Barber

Public Participation: Owner of 231 Bayview Road, Drew Koba

1. Call to Order

Chair Simon Waterson called the meeting to order at 09:02

2. Appointment of Recorder

Simon was appointed as the recorder

3. Approval of the Agenda

Moved/Seconded

THAT the Agenda be approved as distributed

CARRIED

4. Public Questions & Comments

None

5. Approval of Minutes

- a. THAT the Trees, Views and Landscapes Committee approves the DECEMBER 29th, 2021 Trees, Views and Landscapes Committee minutes, as distributed.

CARRIED

6. Business Arising from the Minutes

None

7. Unfinished Business

None

8. New Business

- a. Tree Cutting Application #118 - #231 Bayview Road

Committee Recommendation:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 118, subject to the following:

- a. Topping / Trimming / Removal is to be in accordance with the photos and requested work in the application materials. The tree at the junction of Stewart Road and Bayview Road must be removed completely;
- 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 applicant will contact the owner of #262 Stewart Road to confirm that they have no objection to the work. The owner will then forward this confirmation to the Village Office;
- d. Before and after photos of the work are required
- e. 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

9. Public Questions & Comments

None

10. Adjournment

Moved/Seconded

THAT the meeting be adjourned

CARRIED

The meeting was adjourned at 09:30 am.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

Tree Cutting Application Form



All fields must be completed

Applicant's Full Name: CASSANDRA DAWSON	
Address: 231 BAYVIEW RD	
Phone: [REDACTED]	Email: [REDACTED]
Arborist/Contractor Name: SILVER BACK TREE WORKS.	
Phone: 604-848-5103	Email: Info@silverbacktreeworks.ca.

Office Use Only	Tree Application Number: 118
Received by: Shawna	Date: Feb. 1/22
Amount Paid: \$75	Cash or Cheque: cash
Application Complete? (Y/N)	If no, reason:
Date referred to Public Works:	Date returned by Public Works: (See attached comments)
Date Application to Tree Ctte:	Meeting Date:
Agenda forwarded to Tree Ctte:	Minutes received from Tree Ctte:
Council Agenda Date:	Council Decision:
Parties Notified:	
Date of Letter Notifying Applicant of Decision: (March 1-July 31: Arborist Certification Required)	Received Damage Deposit: Name of Arborist/Contractor: Proof of WorkSafe Certificate: Proof of Insurance (\$5 mil/VoLB Add'l Insured):
Permit Issued:	Post-work check by Public Works:
Damage Deposit Returned:	If not, reason:



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

<p>Species/Description of Tree(s):</p> <p>1) Grouping of previously topped cedar trees, approximately 5x.</p> <p>2) 2x fir trees</p> <p>3) Previously topped cedar trees (larger grouping) / 3x fir</p>
<p>Location of Tree(s):</p> <p>1) Boulevard between Stewart Rd + Bayview Rd</p> <p>2) " " ↑</p> <p>3) On the east side of Bayview Rd, West property line of 231 Bayview Rd.</p>

**Trees must be clearly marked with marking tape in time for the Trees, Views and Landscapes Committee's site visit.*

<p>Reason for Removal:</p> <p><input type="checkbox"/> Too close to property (foundation, garage, fence, etc.)</p> <p><input type="checkbox"/> Dead, dying or diseased</p> <p><input type="checkbox"/> Unattractive</p> <p><input type="checkbox"/> Blocking sunlight</p> <p><input type="checkbox"/> Attracting wildlife</p>	<p><input type="checkbox"/> Interfering with infrastructure (roads, sidewalks, etc.)</p> <p><input type="checkbox"/> Leaves causing problems</p> <p><input type="checkbox"/> Blocking site access</p> <p><input checked="" type="checkbox"/> Affecting house value</p> <p><input type="checkbox"/> Hazardous</p> <p><input checked="" type="checkbox"/> Interfering with view</p>
---	---

Please provide additional comments which may be useful:

Most trees have been previously topped.

Replanting Plan, if any (please include anticipated timeframe for completion):



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

I have attached a colour photograph or colour photocopy of the subject tree(s) with descriptive notes or markings if applicable.

I have verified the information contained within this application is correct. No cutting of Significant Trees, as defined by Schedule "C" to Village of Lions Bay Tree Bylaw No. 393, 2007, as amended, is contemplated by this application or, if it is, this fact is clearly and explicitly set out in the application along with supporting rationale.

I acknowledge that responsibility for bylaw compliance rests with me as the applicant. I will indemnify and save harmless the Village of Lions Bay, its officials, employees and agents against claims, liabilities and expenses of every kind, in respect of anything done or not done pursuant to this application or ensuing permit, if issued, including negligence and/or failure to observe all bylaws, conditions, acts or regulations.

I understand that, should this application be approved, all work performed must comply with any and all conditions of approval incorporated in the Council resolution, and that failure to comply with such conditions may result in fines, penalties and/or legal action.

<u>Cassandra Dawson</u>	<u>[Redacted Signature]</u>	<u>Feb. 1, 2022</u>
Name of Applicant (Please Print)	Signature	Date Signed

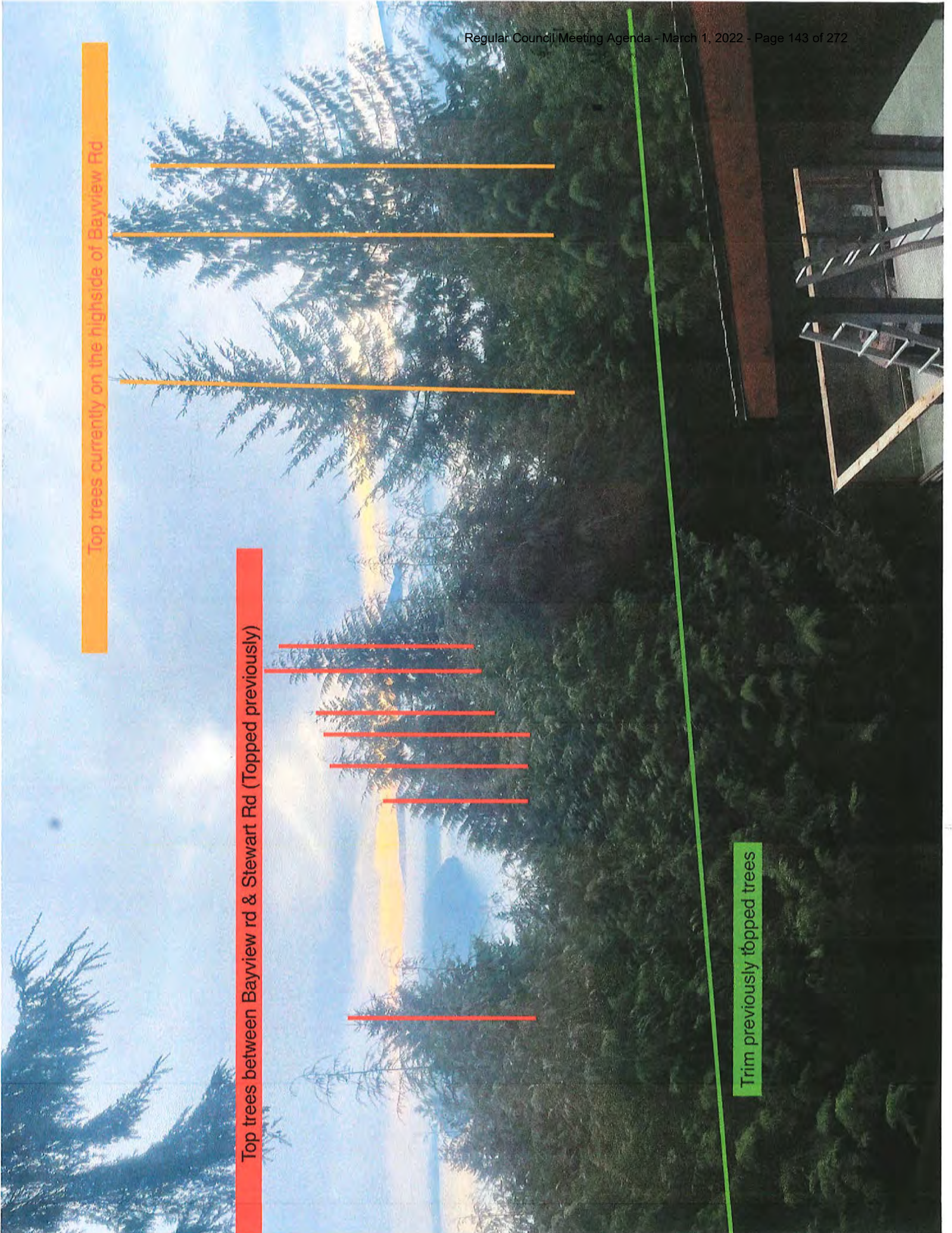
Google Maps 231 Bayview Rd



Top trees currently on the highside of Bayview Rd

Top trees between Bayview rd & Stewart Rd (Topped previously)

Trim previously topped trees



Public Works Tree Cutting Referral Comments

Tree Cutting Application Number: 118

Name of Applicant: Cassandra Dawson

Address of Applicant: 231 Bayview Rd

Location of Trees(s);

Clearly on Municipal Land: (Y/N) YES
(If no, survey required at applicant's cost)

Location in Relation to Municipal Infrastructure (Present & Future):

NO

Location in Relation to Others' Infrastructure (Telus/Hydro Lines, etc):

NO

Slope Stability Considerations:

NO

Replanting Required (Y/N and recommendations, if any):

NO

Traffic Management : (Y/N)

YES

Other Considerations / Comments:

MAY WANT TO REMOVE SOME OF THE TREES TO THE GROUND

Attachments (Y/N and Description):

ENSURE BEFORE AND AFTER PHOTOS ARE TAKEN BY OWNER.

Intentionally Blank

Type	Request for Decision		
Title	Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612 – Receipt of Public Hearing Report and Consideration of Third Reading		
Author	Peter DeJong	Reviewed By:	Karla Duarte
Date	February 24, 2022	Version	
Issued for	March 1, 2022 Regular Council Meeting		

Recommendation:

- (1) THAT the Request for Decision Report titled “Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022 - Receipt of Public Hearing Report and Consideration of Third Reading”, issued for the March 1, 2022 Regular Council Meeting, be received;
- (2) THAT Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022, as at second reading and following Public Hearing be amended as follows:
 - (a) THAT Schedule A be limited to the Regional Context Statement, as amended, and that pages from other parts of the Official Community Plan be deleted from Schedule A;
 - (b) THAT the second paragraph on the 5th page of Schedule A be amended by striking the phrase “impacts are hard to quantify” and substituting the phrase “impacts have not yet been quantified”;
 - (c) THAT the third paragraph on the 5th page of Schedule A be amended by striking the phrase “The next OCP update will” and substituting the phrase “The Municipality will continue to”;
 - (d) THAT the first paragraph on the 4th page of Schedule A be amended by adding the following: “We are proud to have played a supporting role in the creation of Canada’s 19th UNESCO Biosphere, the Átl'ka7tsem Howe Sound Biosphere Region”;
 - (e) THAT the fourth paragraph on the 6th page of Schedule A be amended by striking the phrase “A draft land use strategy that explored a variety of additional housing forms and locations within Village boundaries was not well received by residents” and substituting the phrase “The Draft 2014 Land Use Master Plan explored a

variety of additional housing forms and locations within Village boundaries but was not well received by many residents”;

- (f) THAT footnote 4 on the 6th page of Schedule A be deleted as it references text that is no longer included in Schedule A;
- (g) THAT the bullet item regarding trails on page 1 of Schedule A be moved from the Village assets section to the Village attributes section.

- (3) THAT Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022 be read a third time; and
- (4) THAT a letter be written to the Metro Vancouver Regional District Board requesting acceptance of the Village of Lions Bay Regional Context Statement, as amended by Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022, as at approval of 3rd reading.

Attachments:

- A. Report of the Public Hearing held February 22, 2022 for Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022;
- B. Draft Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022, including Schedule A amendments to the Regional Context Statement, with tracked changes showing proposed amendments for consideration at 3rd reading.

Key Information:

The public hearing for Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022 was held on February 22, 2022 and was attended by approximately 27 members of the public. The attached Report of the Public Hearing outlines the opening remarks by the Chair, summarizes the overview of the bylaw presented by the Chief Administrative Office, and provides a synopsis of the verbal submissions made by members of the public. Twelve (12) written submissions were received up to the close of the Public Hearing and are incorporated into the Public Hearing Record.

Some of the comments were addressed by staff as noted in the Report of Public Hearing. As a result of the comments received in writing and verbally, a few amendments are proposed for 3rd reading as set out above.

It should be noted also that the Public Hearing Notice publication included the stipulation that “the Village of Lions Bay Council will not consider any verbal or written representations or submissions from the public after close of the public hearing.”

Options:

1. Proceed with the recommended resolutions set out at the beginning of this report to effect the desired changes to the OCP and RCS and submit the request to the Metro Board of Directors upon approval of 3rd reading of the proposed bylaw, as amended;
2. Reject or amend one or more of the proposed amendments to the proposed bylaw prior to third reading;
3. Refer the bylaw back to staff with alternative directions.

Preferred Option: The recommendations noted above will give effect to the publicly expressed strong desire to promptly amend the OCP’s Regional Context Statement to support a rural land use designation under Metro’s Regional Growth Strategy and better reflect the distinct character of the Village as a rural community rather than as an urban one. The pending OCP review process is expected to further define that rural character and what future housing and employment options will look like – it will flesh out the vision for a more complete community in the context of rural development consistent with how residents see the Village, historically, presently and into the future.

Financial Considerations: The proposed amending bylaw has been considered in the context of the Financial Plan and any applicable Waste Management Plans under the *Local Government Act*.

Legal Considerations: Adoption of the proposed amending bylaw requires that the Metro Vancouver Regional District first accept the Village of Lions Bay Regional Growth Strategy as amended. The Municipality’s request will first be reviewed by Metro planning staff and

referred to the Metro Regional Planning Committee for a recommendation to the Board. If accepted by the Board, it will come back to Council for adoption.

Follow Up Action: As discussed above and as indicated in the recommendations at the beginning of this report.

Communication Plan: Steps to be taken will be communicated to the public via the Village Update, as well as through any formal notification processes required.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

PUBLIC HEARING REPORT
BYLAW NO. 612, 2022
Amendment to Lions Bay
Official Community Plan Designation Bylaw No. 408, 2008

HELD ON TUESDAY, FEBRUARY 22, 2022 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM CONFERENCE

Present:

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

Staff: Chief Administrative Officer Peter DeJong
Municipal Coordinator Karla Duarte (Recorder)

Public: 27 (1 in person; 26 via video conference)

Public and Statutory Hearings – Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022

Pursuant to sections 464-470 of the *Local Government Act*, this Public Hearing was conducted using Zoom telecommunications software. The public was invited to speak at the Public Hearing by joining the Zoom meeting via telephone or over the Internet. Limited capacity seating in Council Chambers was also available for in person participation.

At 7:02p.m., the Mayor declared open the Public Hearing, convened pursuant to Section 464 of the *Local Government Act*, to allow the public to make representations to Council respecting matters contained in the proposed “*Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022*”.

The Mayor introduced Council members and staff in attendance and read prepared remarks with respect to the procedures for the Public Hearing, noting:
- Council has given first and second readings to the bylaw

- the Public Hearing was advertised February 9 and 16, 2022 in the North Shore News
- Overview of process for the public hearing
- that any written and verbal written submissions received prior to the end of the meeting will be a matter of public record
- Council cannot receive or consider any written or verbal submission after the close of the public hearing

CAO DeJong introduced the amendment Bylaw 612, 2022, noting the Have Your Say survey, the proposed land use designation change and amendments to the Official Community Plan Regional Context Statement.

The Municipal Coordinator confirmed that 12 written submissions had been received from the time the Public Hearing was announced and that the Public Hearing Document package also included written submissions to Council regarding the matter from 2020, including the petition from residents, all of which are incorporated into the official record.

It was noted that all written submissions received had been posted online to the Municipality's website. They were also printed, bound and present in the Council Chambers hearing room.

The Mayor called for any person who considered their interest in property affected who wished to be heard or present written submissions to come forward.

A. Ruth Simons, 50 Lions Bay Avenue

R. Simons spoke to her written submissions received and posted online to the Village website commented on the land use designation, noting:

- not opposed to the change from urban to rural; definition seems aligned with realities of the Village
- concerns that the change in the Regional Context Statement (RCS) is setting false expectations and setting a protectionist stance: gated community is not a vision for Lions Bay
- pleased that Lions Bay supports Metro's 2040 vision
- Living within the UNESCO Biosphere reserve and the 2009 Official Community Plan (OCP) Statement are aspects to be proud of and add to RCS alignment
- increasing population and impacts of climate change in all regions require communities to come together; concern that Lions Bay is moving away into isolation and rejection of resources of neighbouring communities
- concerns with intention of wording in Strategy 1.3 of RCS, as Lions Bay has always been able to define its own character
- never a prior issue with Metro Vancouver bylaws until issue of wood burning came up; supportive of clean air appliances and clean air policies
- noted that in the past, Lions Bay has had industrial lands and should be reflected as such but is supportive of other uses, such as recreational

- suggestion to changes under Goal 3 to reflect that many homes in Lions Bay heat with furnaces using electricity, heat pumps and solar and adding wood burning to list of fuels that use GHG
- suggestion to note that climate change impacts have not yet been quantified, as opposed to “impacts are hard to quantify”, as it hints at skepticism of climate change impacts
- suggestion to reference “next” OCP update to work towards policies, as work has already got underway on those policies in response to s. 4.5 in the OCP
- reference to document under Goal 4 “Develop Complete Communities” not clear (draft land use strategy)
- suggestion to make reference to the Lions Bay Housing Needs Assessment report and suggestion that a public meeting be held regarding substantial growth, as Council has stated the tax base needs to be increased and currently, people are being led to believe there will be no changes to housing

B. Karen Jeffery, resident

K. Jeffery commented on her support of changing the RCS to reflect the land use designation to rural. She noted that the designation would put Lions Bay in a better position for accessing grants aimed at rural communities, such as the Department of Canadian Heritage and that such a designation is something to embrace as it provides lots of advantage to explore types of development Lions Bay would like to have.

C. Jerry Blackwell, resident

J. Blackwell commented on the wording of the RCS, suggesting that language be added to the effect that Lions Bay currently has adequate clean water because of measures to protect it. He also noted that trails are not assets, they are attributes, and cautioned to not claim ownership, unless the Village is prepared to embrace it and provide maintenance. He referenced wording regarding long-term use and increasing density, noting that pros and cons should be weighed regarding sanitation services and fire routes. Mr. Blackwell noted that densification may not be a good idea if there is a lack of services to the lots that rely on septic fields and adequate fire routes to deploy residents

D. Jan Schneider, resident

J. Schneider noted his opposition to densification and support for leaving the Urban Containment Boundary (UCB).

The Mayor called again for any persons who consider their interests affected to come forward.

E. Marcus Reuter, 256 Stewart Road

M. Reuter expressed his resounding support to the RCS land use designation amendment, noting that he is eagerly awaiting a rural designation. He commended all of Council with respect to the process, noting the strengthened ties between residents and Council and that the amendment will bring the RCS into alignment for a rural vision that residents have always had. He complimented Council for engaging the public.

The Mayor called for any more persons to come forward.

F. Oliver Ganske, resident

O. Ganske commented on his support for the amendment and thanked Council for the opportunity for public feedback and complimented Council on the process. He noted that the Village is a rural place.

G. Carmon Leeson, Stewart Road

C. Leeson expressed his support for a rural land use designation.

Councillor Cunliffe questioned whether TransLink services would be affected.

Mayor McLaughlin confirmed that it would not according to TransLink.

CAO DeJong noted that current transit services could be characterized as rural.

The Mayor called for any more persons to come forward.

H. Greg Weary

G. Weary thanked Council for the initiative, noting that his feelings for Council have been greatly improved. He commented on his support for leaving the Urban Containment Boundary.

CAO DeJong commented on the following:

- Correspondence from Rose Dudley – intention of letter is clear but the words “rural” and “urban” appear to have been juxtaposed
- Addressed comments from Ruth Simons, noting where wording in the RCS could be improved

The Mayor called for any more persons to come forward.

I. Carlos Ventura, 260 Stewart Rd.

C. Ventura noted that as a new resident he is excited to be in Lions Bay and understand the discussions in place and is supportive of the initiative.

The Mayor called a second time for any persons who deemed themselves affected by Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022 who wished to be heard or present written submissions, to come forward.

A. Marcus Reuter, 256 Stewart Rd.

M. Reuter questioned whether Councillor Abbott had spoken to someone at TransLink regarding the bus service.

Councillor Abbott noted that he did not have a quote from anyone at Metro Vancouver and that he has not heard that there would be a change.

Mayor McLaughlin to confirm that UCB not linked to TransLink services.

- B. Bruce Kennedy, resident
B. Kennedy expressed his concerns regarding rural development that may end up looking like Maple Ridge, increasing housing assessments and taxation.
- C. Gregory Senko, previous resident, prospective future resident
G. Senko questioned how a change in land use designation will affect housing and whether densification will be allowed.

Mayor McLaughlin commented on the housing in Lions Bay.

CAO DeJong clarified the intention of the public hearing, noting that the meaning of rural development is yet to be determined. He noted the proposed amendments in the RCS for the purposes of this hearing and that the topic of housing and rural development definitions for Lions Bay are not for this meeting and provided an overview of the process for amending the bylaw.

Councillor Barmeier noted that the current bylaws already allow for a suite addition or cottage.

CLOSURE

The Mayor called a third time for any persons who deemed themselves affected by Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022 who wished to be heard or present written submissions, to come forward and hearing no further comments, the Mayor declared the public hearing on Bylaw No. closed at 8:07 pm.

The Chair thanked everyone for attending the public hearing and reminded the public that they are not permitted to address Council with any further comments until the decision on the bylaw is rendered.

Prepared by: Karla Duarte, Municipal Coordinator

Certified fair and correct: Mayor Ron McLaughlin, Chair



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022

Adopted: [DATE]

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

Bylaw No. 612, 2022

A bylaw to amend Official Community Plan Bylaw No. 408, 2008

WHEREAS the Council of the Village of Lions Bay has adopted Official Community Plan Bylaw No. 408, 2008, as amended;

AND WHEREAS Part 13, Division 5 of the *Local Government Act* requires that an official community plan must include a regional context statement identifying the relationship between the official community plan and the matters referred to in section 429 (2) [*required content for regional growth strategy*] and any other regional matters included under section 429 (3) [*additional content*], and if applicable, how the official community plan is to be made consistent with the regional growth strategy over time;

AND WHEREAS the Council of the Village of Lions Bay has considered whether consultation is required under section 475 of the *Local Government Act*;

AND WHEREAS a Public Hearing has been held in accordance with Division 3 of Part 14 of the *Local Government Act*;

NOW THEREFORE the Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 612, 2022.”
2. “Village of Lions Bay Official Community Plan Bylaw No. 408, 2008” is amended by:
 - (a) Striking the word “semi-rural” where it appears in section 9.1 and inserting in its place the word “rural”;
 - (b) Deleting the existing Regional Context Statement at section 6.0 and replacing it with the Regional Context Statement attached to this bylaw as Schedule “A”.

READ A FIRST TIME

February 1, 2022

**THE OFFICIAL COMMUNITY PLAN, AS AMENDED,
HAS BEEN CONSIDERED IN CONJUNCTION WITH
THE VILLAGE OF LIONS BAY FINANCIAL PLAN AND
ANY APPLICABLE WASTE MANAGEMENT PLANS
PURSUANT TO THE LOCAL GOVERNMENT ACT**

**AND READ A SECOND TIME
PUBLIC HEARING HELD ON**

**February 1, 2022
February 22, 2022**

READ A THIRD TIME

March 1, 2022

**ACCEPTED BY THE METRO VANCOUVER
REGIONAL DISTRICT BOARD**

_____, __, 2022

ADOPTED BY THE COUNCIL

_____, __, 2022

Mayor

Corporate Officer

**Certified a true copy of Village of Lions Bay
Official Community Plan Designation Bylaw
No. 408, 2008, Amendment Bylaw No. 612, 2022
as adopted.**

6.1 Municipality of Lions Bay Amended Regional Context Statement

Section 446 of the BC Local Government Act requires that every municipality's Official Community Plan (OCP) include a Regional Context Statement (RCS) to demonstrate how the OCP supports the local Regional District's Regional Growth Strategy (RGS). Lions Bay is unique in its Regional District, Metro Vancouver, in that it has been designated within Metro 2040 as being within the defined Urban Containment Boundary, but outside the Greater Vancouver Sewerage and Drainage District and Greater Vancouver Water District. Lions Bay completed its current OCP in 2009 and will soon embark on a thorough OCP review. In the interim, community consultation has identified that residents clearly see the Village of Lions Bay as a rural community and wish to see the Lions Bay RGS Land Use Designation amended from General Urban to Rural. This amended RCS includes work-towards statements that will inform the next OCP update.

According to the 2016 federal census, Lions Bay had 1,334 people living in 547 private dwellings, a slight decline in population, and increase in age, from the censuses of 2006 and 2001. In mid-2015, the Village had four commercial enterprises (a marina, a boat service centre, a general store & café, and a real estate office), plus numerous home-based businesses. Due to topography and limited supply of land, there are limitations to growth. Lions Bay does not foresee this changing substantially. Long term (2040) population growth will depend upon future public consultation on housing preferences during the next OCP update. Village attributes include:

- Magnificent views, abundant trees and adequate clean water
- School District 45's Lions Bay Elementary School with capacity for 60 K-3 students (enrollment in 2022 it was 33).
- A modern highway accessing downtown Vancouver in 30 minutes (and Squamish in 40, Whistler in 70)

¹ Which houses Lions Bay Fire & Rescue's Fire Hall 1 (2 engines, 1 rescue truck and a wildfire trailer), a BC Ambulance station, and Lions Bay Search and Rescue.

- Centennial Trail, Pride Trail, Isleview Trail and numerous volunteer-built trails inside and outside the Village limits.

Municipally-owned assets include:

- Lions Bay Village Office and Hall
- Klatt Public Safety Building¹
- Frank Smith Works Yard, including vehicles and equipment
- Lions Bay Beach Park and amenities
- Kelvin Grove Beach Park and amenities
- Brunswick Beach Park
- Wade Park
- Mountain Drive Tennis Court
- Two surface water intakes, treatment plants and potable water distribution systems on Harvey and Magnesia Creeks
- A recently renovated small secondary WWTP serving about 100 of the Village's 550 homes.
- A fire-training facility on Crown leased land at the "Upper Brunswick" gravel pit.
- Undeveloped lands between residential lots and uphill Crown lands
- Some potentially developable excess road rights of way

The Greater Vancouver Regional District's RGS, *Metro Vancouver 2040: Shaping Our Future*², outlines a regional vision—unanimously endorsed by all member municipalities—of achieving "the highest quality of life embracing cultural vitality, economic prosperity, social justice and compassion, all nurtured in and by a beautiful and healthy natural environment." *Metro 2040* lays out five fundamental goals to achieve this vision. Lions Bay's current OCP addresses these goals with the following approaches:

² Metro Vancouver's Regional Growth Strategy: *Metro Vancouver 2040 – Shaping our Future* was adopted in July 2011 after unanimous acceptance by the 23 local governments in the region.

<p>GOAL 1: Create a Compact Urban Area.</p> <p>Metro Vancouver’s growth is concentrated in compact communities with access to a range of housing choices, and close to employment, amenities and services. Compact transit- oriented development patterns help reduce greenhouse gas emissions and pollution, and support both the efficient use of land and an efficient transportation network.</p>	<p>The intent of this goal is to focus urban development within the “Urban Containment Boundary” in “Urban Centres” and “Frequent Transit Development Areas,” with access to a range of housing choices close to employment, amenities and services.</p> <p>The change in Lions Bay’s designation from “General Urban” to “Rural” in <i>Metro 2040</i>, aligns with Lions Bay having no Urban Centres or Frequent Transit Development Areas. Lions Bay is surrounded by Electoral Area A, and is separated from its nearest Metro neighbour municipality, West Vancouver, by 12 km of highway. With its small size (2.53 sq.km) Lions Bay’s impact on regional growth is low, and it is unlikely to draw significant urban development.</p> <p>To produce a more complete community, Lions Bay has formalized secondary suites in line with Policy 4.3(a).</p> <p>The next OCP will consider if development options described in 4.3(b) to provide alternative housing for a broader array of the community’s existing and future demographic and socio-economic composition are consistent with residents’ vision for the future of the Village.</p>
<p>STRATEGY 1.1: Contain urban development within the Urban Containment Boundary</p>	<p>Having declared a climate emergency earlier this year, Lions Bay supports one of the regional plan’s most fundamental elements, namely ensuring that growth is concentrated within the Urban Containment Boundary.</p> <p>While Lions Bay will review the adequacy of its housing stock within the existing Village boundary there is very limited undeveloped land within the boundary for new development (RCS Map 1: Lions Bay Regional Land use Designations).</p>

<p>STRATEGY 1.2: Focus growth in Urban Centres and Frequent Transit Development Areas</p>	<p>Most RGS policies are not applicable in Lions Bay, which has no Urban Centres and no Frequent Transit Development Areas. However, the existing OCP does encourage secondary suites and exploration with the community of modest increases in residential density (policy 4.3 a, b).</p>
<p>STRATEGY 1.3 Protect Rural areas from urban development</p>	<p>By providing for a Rural Land Use Designation, Lions Bay will be in a strong position to ensure any future development is at a level consistent with its own vision of its unique rural character.</p>
<p>GOAL 2: Support a Sustainable Economy.</p> <p>The land base and transportation systems required to nurture a healthy business sector are protected and supported. This includes supporting regional employment and economic growth. Industrial and agricultural land is protected and commerce flourishes in Urban Centres throughout the region</p> <p>STRATEGY 2.1 Promote land development patterns that support a diverse regional economy and employment close to where people live</p> <p>STRATEGY 2.2 Protect the supply of industrial land</p> <p>STRATEGY 2.3 Protect the supply of agricultural land and promote agricultural viability with an emphasis on food production</p>	<p>Lions Bay’s location, small population and limited infrastructure constrain its ability to contribute to the larger regional economy. Lions Bay has no industrial or agricultural lands. However, many people in Lions Bay work from home (160 according to the 2016 census) and there is a policy in the current OCP (4.3d) that encourages home-based businesses.</p> <p>Nonetheless, recognizing that residential is the lowest property tax rate classification, the next OCP update may seek to encourage opportunities for business and commercial development in suitable spaces.</p> <p>This is an area in which we cannot influence the region in a significant manner, however, Lions Bay enjoys a robust network of home-based businesses that provide employment, services, products and activities for residents close to home. Further, as a result of the pandemic, more residents now work from home. Council will continue to support this trend in the interests of reducing commuter traffic in the region, enhancing the quality of life for residents, especially working parents, and to encourage the influx of young families, a positive result of the pandemic.</p> <p>The Village has become a destination as well as a stopping point for travelers along the Sea to Sky Highway, whether to visit the local café or our beaches or to hike local trails. In this way, we contribute to the vital tourism industry in the region which we will continue to support.</p> <p>The agricultural land in the region is of vital importance to all of us. As such, we strongly support the efforts of Metro to preserve land designated for agriculture.</p>

GOAL 3: Protect the Environment and Respond to Climate Change Impacts.

Metro Vancouver's vital ecosystems continue to provide the essentials of life – clean air, water and food. A connected network of habitats is maintained for a wide variety of wildlife and plant species. Protected natural areas provide residents and visitors with diverse recreational opportunities. Strategies also help Metro Vancouver and member municipalities meet their greenhouse gas emission targets, and prepare for, and mitigate risks from, climate change and natural hazards.

STRATEGY 3.1 Protect Conservation and Recreation lands

STRATEGY 3.2 Protect and enhance natural features and their connectivity

STRATEGY 3.3 Encourage land use and transportation infrastructure that reduce energy consumption and greenhouse gas emissions, and improve air quality

Regional strategies to achieve this goal focus on protecting Conservation and Recreation lands, which includes enhancing natural features and their connectivity. The intent is also to encourage land use and transportation patterns that reduce energy consumption and greenhouse gas emissions and enable municipalities to mitigate and adapt to climate change and withstand risk of natural hazards. [We are proud to have played a supporting role in the creation of Canada's 19th UNESCO Biosphere, the Atl'ka7tsem Howe Sound Biosphere Region](#)

As identified on RCS Map 1, there are no regionally-designated Conservation and Recreation areas within Lions Bay, but Lions Bay is surrounded by regionally-designated 'Conservation and Recreation' lands and supports the principles behind the designation, including a buffer for urban growth as stated in OCP Policy 4.2.

Policies 4.2 (a) and (b) of the current OCP encourage conservation and stewardship of the watershed areas both inside and outside the village boundaries. Beyond its boundaries, Lions Bay's three watersheds with provincial water licenses on Magnesia, Alberta and Harvey Creeks are designated Conservation and Recreation in *Metro 2040*. Harvey and Magnesia creeks have wide riparian areas designated as Conservation/Watershed Protection on the 2008 OCP Land Use Map. None of these streams are salmon-bearing, and all three were channelized in the 1980s with large debris catchment basins built on Harvey and Magnesia. The next OCP update may further address how these streams will be protected and Lions Bay intends to create a Source Water Protection Plan.

Since Lions Bay is not supplied with natural gas, home heating is a combination of propane or oil furnace, electric baseboard and wood. While both propane and oil produce GHGs, and it is accepted propane is a better choice of the two so oil furnace replacement campaigns will be undertaken as resources allow with a focus on electrical heat pumps as the preferred option. For many, use of wood burning appliances remains the most viable option, but can create air quality issues, so Learn to Burn and woodstove upgrade programs will continue to be promoted.

Through protection policies and implementation tools in the "Trees, Views and Landscapes Bylaw," Lions Bay will address the management of its significant tree resources.

	<p>Policy 4.7i states a continued focus on reduction, re-use and recycling of solid waste , aimed at addressing GHGs from solid waste, focusing on increasing waste diversion through recycling and organics pickup, now a mandatory part of Metro Vancouver solid waste bylaw. Lions Bay takes pride in the fact that in 2019 it was the lowest per capita producer of garbage in Metro.</p> <p>Climate change impacts are hard to quantify<u>impacts have not yet been quantified</u>, but Lions Bay is aware of the risks of sea-level rise, more intense flooding, erosion, subsidence, mudslides, and fire.</p> <p>The next OCP update will <u>The Municipality will continue to</u> work towards policies that address the management of riparian and inter-tidal areas, ravines, steep slopes, and other hazard areas.</p> <p>The OCP addresses GHG reduction targets, policies and actions in section 9 and the next OCP update will also consider additional GHG reduction targets and actions. These will include both vehicular and non- vehicular sources.</p>
<p>STRATEGY 3.4 Encourage land use and transportation infrastructure that improve the ability to withstand climate change impacts and natural hazard risks</p>	<p>Policies 4.2a and b of the current OCP encourage conservation and stewardship of the watershed areas both inside and outside the village boundaries.</p> <p>Policy 4.2d states the municipality should create a plan for Wildfire Interface protection and a new Community Wildfire Protection Plan will be finalized in 2022.</p> <p>Through policy changes in the OCP update, it is expected that Lions Bay will encourage modest intensification of its existing residential areas and avoid development of areas associated with landslide and wildfire risk. Update(s) will also address flood control and oceanside setback requirements to address risks of sea-level rise.</p> <p>As stated in policy 4.2-n, Lions Bay will continue to protect the riparian areas of its creeks and the creeks themselves as channels for potential debris flows. As funding permits, Lions Bay will continue to consider improvements to road drainage to address potential increases in storm-water runoff resulting from higher rainfall intensities associated with climate change.</p>

GOAL 4: Develop Complete Communities.

Metro Vancouver is a region of communities with a diverse range of housing choices suitable for residents at any stage of their lives. The distribution of employment and access to services and amenities builds complete communities throughout the region. Complete communities are designed to support walking, cycling and transit, and to foster healthy lifestyles.

STRATEGY 4.1 Provide diverse and affordable housing choices

STRATEGY 4.2 Develop healthy and complete communities with access to a range of services and amenities

Metro 2040 identifies a need for complete communities, with a balance of jobs, housing opportunities, and services.

Lions Bay is largely residential, and most residents access employment and services outside the Village. As of January 2022, Municipal records indicate the housing stock consists of 528 single family homes with 58 registered secondary suites (not all of which are necessarily rented at any given time) and another 23 in varying stages of the approval process; there are 26 strata titled townhomes.

Policies 4.3a and 4.3b of the current OCP speak to providing for secondary suites and exploring limited opportunities for development to increase housing options.

A draft land use strategy that explored a variety of additional housing forms and locations within Village boundaries was not well received by residents, and a rethink of this strategy will be considered as part of the next OCP update.

Lions Bay's next OCP update may further explore development ideas and areas as described in Policy 4.3b, consider redevelopment of the Public Works yard, and possible long term use of the Upper Brunswick, Crystal Falls and Brunswick Hill (the "gravel pit") for municipal services. The next OCP may further consider Policy 4.3a, which provides for secondary suites.

Policy 4.4 of the OCP provides for strengthening the community through a number of policies and actions including enhancing school viability, the provision of other social, recreational, and cultural activities and facilities desirable for a more complete community.

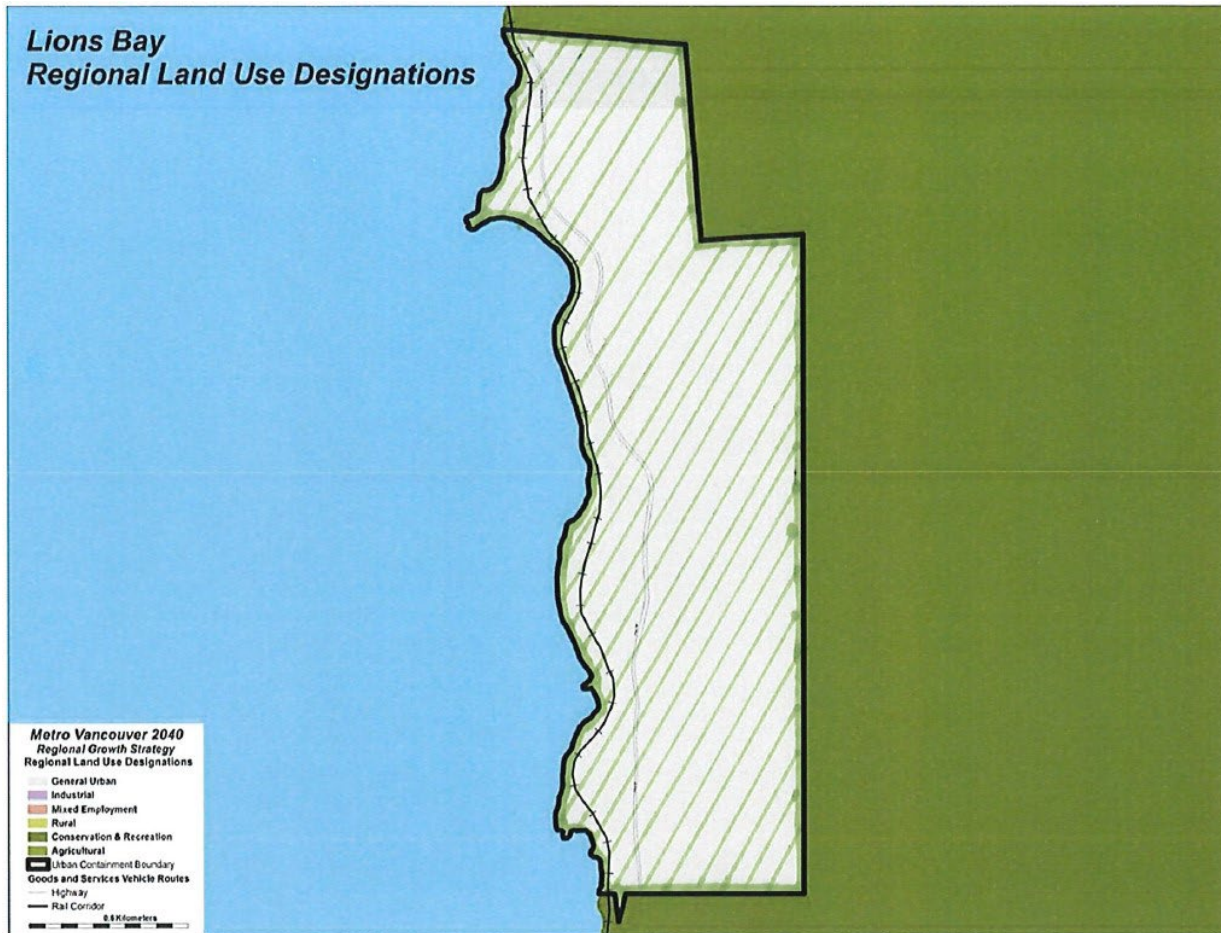
The next OCP update will set out a vision for Lions Bay by exploring options to:

- Define and foster community values
- Grow the tax base, and accommodate a wider cross-section of the population.
- Promote active lifestyles

	<ul style="list-style-type: none"> • Become financially sustainable. <p>Clarify land use and rezoning policy for housing options</p>
<p>GOAL 5: Support Sustainable Transportation Choices.</p> <p>Metro Vancouver’s compact, transit-oriented urban form supports a range of sustainable transportation choices. This pattern of development expands the opportunities for transit, multiple- occupancy vehicles, cycling and walking, encourages active lifestyles, and reduces energy use, greenhouse gas emissions, household expenditure on transportation, and improves air quality. The region’s road, transit, rail and waterway networks play a vital role in serving and shaping regional development, providing linkages among the region’s communities and providing vital goods movement networks.</p>	<p><i>Metro 2040</i> promotes land use and transportation planning that enables alternative choices to the private automobile, such as transit, cycling and walking, while ensuring the efficient movement of people and goods throughout the region. Due to Lions Bay’s location, most residents depend on private vehicles, but the municipality has worked and will continue to work with TransLink to enhance transit service to the Village and improve transit infrastructure and alternative mobility options</p> <p>Section 4.6 of the current OCP includes policies that recognize the role, jurisdiction and access to the Sea to Sky Highway 99 (4.6a), encourage multi-modal transportation solutions in the corridor (4.6b), greater transportation choice including car pooling, park & ride, shuttle buses (4.6c) and further development of linked pathways (4.6e) and hiking trails (4.6f).</p> <p>The next OCP update will consider policies related to goods movement.</p> <p>The next OCP update will consider policies related to electric vehicle charging stations and actions to reinforce our anti-idling bylaw.</p> <p>CN’s rail line that runs through the Village provides an important corridor for goods movement and may provide a future opportunity for a passenger rail service with a station at Lions Bay.</p>
<p>STRATEGY 5.1 Coordinate land use and transportation to encourage transit,multiple-occupancy vehicles, cycling and walking</p> <p>STRATEGY 5.2 Coordinate land use and transportation to support the safe and efficient movement of vehicles for passengers, goods and services</p>	<p>Policy 4.6 e and f, commits to enhancing the in-Village trail network.</p> <p>OCP Policy 4.6a-d provide actions for maximizing mobility choices. We will continue to build on successful discussions enhancing bus service provided by TransLink.</p>

Map 1: Lions Bay Regional Land Use Designations and Goods Movement Network

RCS Map 1 is coloured light green to denote Rural for all lands within the boundaries of Lions Ba



A RCS Map 1

Type	Request for Decision		
Title	Pesticide Control Bylaw Amendment Bylaw 613		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	February 16, 2022	Version	
Issued for	March 1, 2022		

Recommendation:

THAT Pesticide Control Bylaw No. 430, 2011, Amendment Bylaw No. 613, 2022 be adopted.

Attachments:

- (1) Pesticide Control Bylaw No. 430, 2011, Amendment Bylaw No. 613, 2022.
- (2) Pesticide Control Bylaw No. 430, 2011, Consolidated Version

Key Information:

At the February 15, 2022 regular Council meeting, Council gave three readings to Bylaw No. 613 to amend Pesticide Control Bylaw No. 430, 2011 to include reference to and compliance with Ministerial Order No. M305, 2021. This order restricts the use of rodenticides by the public in respect of the *Integrated Pest Management Act*.

Additionally, Schedule A of the bylaw will be updated with the current version of the Permitted Pesticides in Schedule 2 of the *Integrated Pest Management Regulation*, and the citation of the bylaw will be amended to reflect the year in which it was adopted.

Options:

- (1) Adopt Bylaw No. 613, 2022.
- (2) Provide alternate direction to staff.

Preferred Option: The preferred option is to adopt the bylaw to align with the ministerial order.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Pesticide Control Bylaw No. 430, 2011, Amendment Bylaw No. 613, 2022

Adopted: [DATE]

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

**Pesticide Control Bylaw No. 430, 2011,
Amendment Bylaw No. 613, 2022**

A bylaw to amend Pesticide Control Bylaw No. 430, 2011

The Council of the Village of Lions Bay in open meeting assembled enacts as follows:

Part 1 – CITATION:

1.1 This Bylaw may be cited for all purposes as “Pesticide Control Bylaw No. 430, 2011, Amendment Bylaw No. 613, 2022”.

Part 2 – AMENDMENTS

2.1 The citation For “The Village of Lions Bay Pesticide Control Bylaw No. 430, 2010” is deleted and replaced with the following citation: “Pesticide Control Bylaw No. 430, 2011”.

2.2 Pesticide Control Bylaw No. 430, 2011 is amended by striking the list of Permitted Pesticides in Schedule A and substituting an updated list to reflect changes to Schedule 2 of the Integrated Pest Management Regulation, as amended from time to time.

2.3 Pesticide Control Bylaw No. 430, 2011 is amended by adding the following as section 10: “The prohibitions and exemptions in this Bylaw are to be read in conjunction with and subject to Ministerial Order M305, attached as Schedule B to, and forming a part of, this Bylaw.”

**READ A FIRST TIME THIS
READ A SECOND TIME THIS
READ A THIRD TIME THIS
ADOPTED THIS**

**February 15, 2022
February 15, 2022
February 15, 2022**

Mayor

Corporate Officer

**Certified a true copy of
Pesticide Control Bylaw No. 430, 2011,
Amendment Bylaw No. 613, 2022
as adopted.**

Corporate Officer



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Pesticide Control Bylaw

Bylaw No. 430

Adopted March 7, 2011

Office Consolidation

This document is an office consolidation of Pesticide Control Bylaw No. 430, 2011 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Pesticide Control Bylaw No. 430, 2011, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

<u>Bylaw No.</u>	<u>Section</u>	<u>Description</u>	<u>Adopted</u>
<u>613</u>	<u>10, Schedule A and B, citation</u>	<u>Adds reference to ministerial order M305; schedule B, amends Schedule A and citation</u>	

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
 Phone: 604-921-9333 Fax: 604-921-6643
 Email: office@lionsbay.ca Web: www.lionsbay.ca

DRAFT

VILLAGE OF LIONS BAY

BYLAW NO. 430

A Bylaw to Regulate the Use of Pesticides in the Village of Lions Bay

WHEREAS The Council of the Village of Lions Bay has the authority, pursuant to fundamental powers for municipalities as established in the *Community Charter*, to enact bylaws which provide for the protection of the “health, safety and well-being” of residents;

AND WHEREAS Council desires to respond to concerns about the risks to human health, ecological integrity and biodiversity associated with the use of pesticides;

AND WHEREAS the application of pesticides contributes to the cumulative chemical load absorbed by the natural environment, and avoiding unnecessary exposure to pesticides conforms to the precautionary principle;

THEREFORE BE IT RESOLVED THAT the Council of the Village of Lions Bay in open meeting assembled, enact as follows:

CITATION

~~This By Law may be cited as “The Village of Lions Bay Pesticide Control Bylaw No. 430, 20110.”~~
~~This Bylaw may be cited as “Pesticide Control Bylaw No. 430, 2011.”~~

DEFINITIONS

1. In this Bylaw, unless the context otherwise requires:

enforcement officer means:

1. every person designated by Council by name of office or otherwise as an enforcement officer for the purposes of administering and enforcing this Bylaw;
2. a peace officer, including every officer of the Royal Canadian Mounted Police; and
3. designated members of Lions Bay Fire Rescue and employees of Lions Bay Public Works.

cosmetic purposes means the use of pesticides for non essential use, or where the application is for an aesthetic pursuit.

permitted pesticide means a pesticide listed in Schedule 2 of the BC *Integrated Pest Management Regulation*, included for reference as Schedule A of this Bylaw;

pest means an injurious, noxious or troublesome living organism, but does not include a virus, bacteria, fungus, or internal parasite that exists on or in humans or animals;

pesticide – means a micro-organism, substance or material, including but not limited to chemical poisons, that is represented, sold, used or intended to be used to prevent, destroy, repel, or mitigate a pest and includes but is not limited to:

- a. a plant growth regulator, plant defoliator or plant desiccant, and
- b. a control product as defined in the Pest Control Products Act Canada),
- c. a substance that is classified as a pesticide by the Integrated Pest Management Act (British Columbia);

private land means a parcel of land that is used partially or entirely for residential purposes and includes any parcel where a residential use is permitted pursuant to Village of Lions bay zoning regulations; and

public land means all property held entirely or in part by the Village of Lions Bay.

SEVERANCE

2. If any section or other part of this bylaw is held invalid by a court, the invalid portion shall be severed and the remainder of this bylaw is deemed to have been adopted without the severed portion.

PROHIBITION OF USES

3. Unless permitted or exempted in accordance with this bylaw, no person shall apply or cause or permit the application or use of a *pesticide* on private lands or public lands for *cosmetic purposes* within the boundaries of the Village of Lions Bay.
4. Unless permitted or exempted in accordance with this bylaw, no person shall apply or use a *pesticide* other than a *permitted pesticide* on private lands or public lands within the boundaries of the Village of Lions Bay.

ENFORCEMENT

5. *Enforcement officers* are designated to enforce this bylaw by means of a municipal ticket information under the *Community Charter* or a bylaw notice under the *Local Government Bylaw Notice Enforcement Act*.

OFFENCE AND PENALTY

6. Any person who contravenes this bylaw is guilty of an offence and, upon conviction, is liable to a minimum penalty of \$250 and a maximum fine of \$500.
7. Each day a person applies or causes or permits the application of a pesticide, within the boundaries of the Village of Lions Bay, other than a permitted pesticide, shall constitute a separate offence.

PUBLIC AWARENESS

8. Effective January 1st, 2010, the Council of the Village of Lions Bay will promote education and awareness about the uses and effects of pesticides and suitable alternatives in Lions Bay.

EXEMPTIONS

9. Notwithstanding Section 3, it is permitted to use a pesticide in the following cases:
 - (i) in a private swimming pool,
 - (ii) to purify water intended for the use of human beings or animals,
 - (iii) inside of a building, and
 - (iv) to control, destroy, reduce or repel, directly or indirectly, creatures such as rodents, carpenter ants or termites, plant or other organism which is harmful to human health, including a plant to which human beings are allergic.
10. The prohibitions and exemptions in this Bylaw are to be read in conjunction with and subject to Ministerial Order M305, attached as Schedule B to, and forming a part of, this Bylaw.

READ A FIRST TIME	November 15th, 2010
READ A SECOND TIME	February 21st, 2011
READ A THIRD TIME	February 21st, 2011
ADOPTED	March 7, 2011

Mayor

Village Manager

**Certified a true copy of
Bylaw No. 430, 2011 as adopted.**

Village Manager

DRAFT

SCHEDULE A

Permitted Pesticides

As per Schedule 2 of British Columbia's Integrated Pest Management Regulation, the following substances are permitted pesticides and shall be excluded from the provisions of this Bylaw. (The designations "domestic", "commercial" refer to product class designations specified in the provincial legislation.)

1

Schedule 2

[en. B.C. Reg. 234/2015, s. 42.]

Excluded Pesticides

- 1 acetic acid (DOMESTIC)
- 2 animal repellents (DOMESTIC and COMMERCIAL) except thiram
- 3 anti-fouling paints (DOMESTIC and COMMERCIAL)
- 4 antispain wood preservatives used on private, industrial land owned by the company or person responsible for applying the preservatives (COMMERCIAL)
- 5 asphalt solids used as pruning paints (DOMESTIC and COMMERCIAL)
- 6 bactericides used in petroleum products (DOMESTIC and COMMERCIAL)
- 7 boron compounds (DOMESTIC)
- 8 boron compounds formulated with up to 5% copper for insect control and wood preservation (DOMESTIC and COMMERCIAL)
- 9 capsaicin (DOMESTIC, COMMERCIAL and RESTRICTED)
- 10 cleansers (DOMESTIC and COMMERCIAL)
- 11 corn cellulose (DOMESTIC and COMMERCIAL)
- 12 corn gluten (DOMESTIC and COMMERCIAL)
- 13 deodorizers (DOMESTIC and COMMERCIAL)
- 14 d-phenothrin (DOMESTIC)
- 15 d-trans-allethrin, also referred to as d-cis, trans allethrin (DOMESTIC)
- 16 fatty acids (DOMESTIC and COMMERCIAL)

- 17 ferric phosphate (DOMESTIC and COMMERCIAL)
- 18 ferrous sulphate (DOMESTIC and COMMERCIAL)
- 19 formic acid (DOMESTIC and COMMERCIAL)
- 20 hard surface disinfectants (DOMESTIC and COMMERCIAL)
- 21 insect repellents (DOMESTIC)
- 22 insect semiochemicals, including pheromones, kairomones, attractants and repellents (DOMESTIC and COMMERCIAL)
- 23 insecticides sold and used in tamper-resistant bait stations (DOMESTIC)
- 24 kaolin (DOMESTIC and COMMERCIAL)
- 25 laundry additives (DOMESTIC and COMMERCIAL)
- 26 material preservatives (DOMESTIC and COMMERCIAL)
- 27 methoprene (DOMESTIC)
- 28 mineral oils for insect and mite control (DOMESTIC)
- 29 naphthalene for fabric protection (DOMESTIC)
- 30 n-octyl bicycloheptene dicarboximide (DOMESTIC)
- 31 octenol (DOMESTIC and COMMERCIAL)
- 32 oxalic acid (DOMESTIC and COMMERCIAL)
- 33 paradichlorobenzene for fabric protection (DOMESTIC)
- 34 pesticides in aerosol containers (DOMESTIC)
- 35 pesticides registered under the federal Act for application to pets (DOMESTIC and COMMERCIAL)
- 36 piperonyl butoxide (DOMESTIC)
- 37 plant growth regulators (DOMESTIC)
- 38 polybutene bird repellents (DOMESTIC and COMMERCIAL)
- 39 pyrethrins (DOMESTIC)
- 40 resmethrin (DOMESTIC)
- 41 silica aerogel, also referred to as silica gel, amorphous silica and amorphous silica gel (DOMESTIC and COMMERCIAL)
- 42 silicon dioxide, also referred to as diatomaceous earth (DOMESTIC and COMMERCIAL)
- 43 slimicides (COMMERCIAL)

- 44 soaps (DOMESTIC and COMMERCIAL)
- 45 sulphur, including lime sulphur, sulphide sulphur and calcium polysulphide (DOMESTIC)
- 46 surfactants (DOMESTIC and COMMERCIAL)
- 47 swimming pool algicides and bactericides (DOMESTIC and COMMERCIAL)
- 48 tetramethrin (DOMESTIC)
- 49 thymol (DOMESTIC and COMMERCIAL)
- 50 wood preservatives (DOMESTIC)
- 51 zinc strips (DOMESTIC)

DRAFT

SCHEDULE B

PROVINCE OF BRITISH COLUMBIA

ORDER OF THE MINISTER OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY

Integrated Pest Management Act

Ministerial Order No. M305

Whereas pesticides which contain one or more of the active ingredients brodifacoum, bromadiolone, or difethialone are used in many areas of B.C.

And whereas the use of these pesticides, and the manner in which they are used, handled, released, transported, stored, disposed of or sold has had, or could result in, an unreasonable adverse effect on wildlife in B.C.,

And whereas those unreasonable effects have been documented to show an increased exposure to non-target wildlife increasing the risk of primary and secondary poisoning in raptors and other birds of prey, including owls,

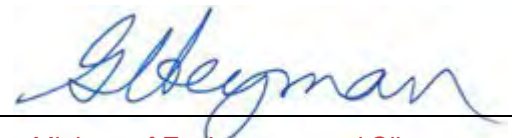
And whereas section 8 of the *Integrated Pest Management Act* (the Act) provides that, if I am satisfied that such an unreasonable adverse effect has resulted, or is likely to result from the use of the pesticides or the manner in which they are used, handled, released, transported, stored, disposed of or sold, I may make orders to restrict or prohibit the use, handling, release, transport, storage, disposal of or sale of the pesticides on the terms and conditions I consider appropriate;

Now Therefore:

I, George Heyman, Minister of Environment and Climate Change Strategy, order that

July 21, 2021

Date



Minister of Environment and Climate
Change Strategy

Authority under which Order is made:

Act and section: *Integrated Pest Management Act*, [SBC 2003] Chapter 58, section 8

Other:

1. In this Order,

“Agricultural Operation” means an agricultural operation defined in the Code of Practice for Agricultural Environmental Management.

“Certified” means certified under the Act.

“Essential Service” means an essential service set out in Schedule A of this Order.

“Licensed” means licensed under the Act.

“Second-Generation Anticoagulant Rodenticides” means pesticide products registered under the Pest Control Products Act (Canada) that contain the active ingredients: brodifacoum, bromadiolone, or difethialone, (hereinafter “SGARs”).

2. This Order applies to all persons and businesses, including all Licensed pesticide vendors, who sell SGARs to persons in B.C.

3. This Order applies even though the use, manner of application, storage, sale, transport, or disposal of the SGARs is authorized under the Act and despite the terms and conditions of any licence, certificate, or permit.

4. Subject to section 5, SGARs are prohibited for sale and use in B.C.

5. The following exemptions from section 4 apply:

a) SGARs may be sold by a Licensed vendor to

- (i) a business or person considered an Essential Service if the business or person holds a pesticide applicators Certificate;
- (ii) a business or person who owns or operates an Agricultural Operation;
- (iii) a Licensed pest control company; or
- (iv) an agent of the business or person in 5 (a)(i) to (iii), including an employee who is not directly involved in the use of the products and who is not a holder of a pesticide applicators Certificate but who purchases and distributes supplies for the business or person, and is acting on behalf of the business or person.

b) SGARs may be used by

- (i) a business or person considered an Essential Service if
 - a. the business or person holds a pesticide applicators certificate in the appropriate category; or
 - b. the business or person hires a Licensed pest control company to apply the SGARs.
- (ii) a business or person who owns or operates an Agricultural Operation.
- (iii) a service Licensee who is hired by an Essential Service or Agricultural Operation to use SGARs.

c) a business or person in 5(b) must not provide SGARs to a person who is not authorized by this order to use SGARs regardless of whether the person holds a pesticide applicator Certificate.

6. A Licensed vendor referred to in 5(a) must:

a) ensure a Certified dispenser confirms the purchaser:

- (i) is an Essential Service or is employed by an Essential Service, and is purchasing the SGARs for an “Essential Service”, a Licensed pesticide service company or a person who owns or operates an Agricultural Operation;
- (ii) except where the person owns or operates an Agricultural Operation, holds a valid pesticide applicators Certificate showing the purchaser’s name and Certificate number and;
- (iii) if acting as an “agent” of the Essential Service, company or Agricultural Operation in (i), provides written verification from the purchaser’s employer that the purchaser and Certificate holder (if not the same person and except where the person owns or operates an Agricultural Operation) are current employees of the organization and the purchase is authorized by the Essential Service, company or Agricultural Operation.

b) store and display SGARs in a manner that prevents access to the SGARs without the assistance of a Certified dispenser.

c) where SGARs are displayed for sale, post signage that is produced by the ministry that highlights the risks to wildlife.

d) ensure a Certified dispenser advises authorized purchasers of SGARs of the following information:

- (i) the risks to wildlife when using SGARs;
- (ii) that the use of SGARs is subject to the new requirements surrounding Integrated Pest Management, record keeping and disposal as set out in this order.

e) record the following information for each sale:

- (i) the purchaser’s name, the contact information of the employer (if the purchaser is an employee), the SGAR product trade name, the SGAR product Pest Control Products number and weight of the container in which the SGARs were sold and number of containers sold and the category of purchaser (Licensee, Essential Service, Agricultural Operator);
- (ii) from a Licensee, the Licence number, Certificate holder’s name (if different than the purchaser), Certificate number;
- (iii) from an Essential Service, Certificate holder’s name (if different than the purchaser), Certificate number.

7. A Certified dispenser must perform the duties as described in section 6 (a) and (d).

8. A user of SGARs described in 5(b)

- a) may use SGARs only after doing all the following in accordance with Integrated Pest Management principles:
 - (i) identify and implement, or identify and advise the owner or manager of the treatment area of, reasonable measures to prevent rodents;
 - (ii) identify the rodent species to be managed;
 - (iii) monitor to determine the population of rodents and their location;
 - (iv) determine an injury threshold for each rodent and apply them to the determination of when to use SGARs;
 - (v) select treatment methods based on
 - a. consideration of practical alternatives to the use of SGARs, and
 - b. protection of human health and the environment.
 - b) must evaluate the effectiveness after each use of SGARs, in accordance with Integrated Pest Management principles.
 - c) must dispose of unused SGARs and poisoned rodents properly.
 - d) must record the following information when SGARs are applied:
 - (i) the applicators name;
 - (ii) the rodent species targeted;
 - (iii) Integrated Pest Management measures taken to prevent rodents and manage their population without the use of SGARs;
 - (iv) for each SGAR applied,
 - a. the product trade name and Pest Control Product registration number, and
 - b. the application method and amount applied.
 - c. the date, time and location of application;
9. Records required under this order must be retained for 3 years and must be made available for inspection upon request of an Inspector.
10. This Order except for section 9 expires 18 months from the date of its signing.

SCHEDULE A

Businesses and persons that provide:

1. Health and Health Services

- a. Hospitals, emergency care services, primary care facilities.

2. Public Safety

- a. The Department of National Defence (DND) facilities, the Canadian Armed Forces (CAF) facilities, and operations and services that support the Canadian Coast Guard and Coast Guard Auxiliary;
- b. Emergency management facilities at local, regional, provincial, and federal levels.

3. Critical Infrastructure

- a. Drilling and production, refineries, processing, treatment and completion facilities, storage, distribution network infrastructure and support operations critical in maintaining electricity, drinking water, waste water, oil and natural and propane gas, fuel, petroleum, crude oil and other fuel sources such as heating oil.
- b. Gas stations, diesel, propane and heating fuel providers and providers of charging stations for electric vehicles.

4. Food and Agriculture Service Providers

- a. Food processing, manufacturing, storage, transportation and distribution of foods, feed products and beverages;
- b. Restaurants and other facilities that prepare and serve food;
- c. Retail: Grocery stores, convenience stores, farmers' markets and other establishments engaged in the retail sale or provision of food;
 - i. Includes food banks

5. Transportation

- a. Services and facilities that facilitate the interprovincial and intra-provincial transportation of essential supplies, personnel, and services, including port/waterfront operations, road, air and rail operations.

6. Sanitation

- a. Waste (garbage and organics) and recycling collection, processing, and disposal.

7. Communications / Information Technology

- a. Information technology, radio, cable providers, and telecommunications services, including phone, internet, wireless communications, data centres; satellite operations, undersea cable landing stations, Internet Exchange Points, and manufacturers and distributors of communications equipment.

8. Coroners and those Performing Mortuary and Related Services

- a. Coroners and facilities performing mortuary services, including funeral homes, crematoriums, and cemeteries, as well as facilities supporting the appropriate handling, identification, storage, transportation, and certification of human remains.

PROVINCE OF BRITISH COLUMBIA

ORDER OF THE MINISTER OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY

[Integrated Pest Management Act]

Ministerial Order No. M340

I, George Heyman, Minister of Environment and Climate Change Strategy, order that

Effective as of September 2, 2021, Ministerial Order M305 - 2021, under the *Integrated Pest Management Act* is amended by striking out section 2 and substituting the following:

“2. This Order applies to all persons and businesses, including all Licensed pesticide vendors who sell SGARs to persons in B.C.”



September 2, 2021

Date

Minister of Environment and Climate
Change Strategy

DRAFT

Authority under which Order is made:

(This part is for administrative purposes only and is not part of the Order.)

Act and section:

Integrated Pest Management Act, [SBC 2003] Chapter 58, section 8

Other: MO305 - 2021

acetic acid (DOMESTIC)

~~2 animal repellents (DOMESTIC and COMMERCIAL) except thiram~~

~~3 anti-fouling paints (DOMESTIC and COMMERCIAL)~~

~~4 antispain wood preservatives used on private, industrial land owned by the company or person responsible for the application (COMMERCIAL)~~

~~5 asphalt solids (pruning paints) (DOMESTIC and COMMERCIAL)~~

~~6 bacillus thuringiensis kurstaki (Btk) (DOMESTIC)~~

~~7 bactericides used in petroleum products (DOMESTIC and COMMERCIAL)~~

~~8 boron compounds (DOMESTIC)~~

~~9 boron compounds with up to 5% copper for insect control and wood preservation (COMMERCIAL)~~

~~10 capsaicin (DOMESTIC, COMMERCIAL and RESTRICTED)~~

~~11 cleansers (DOMESTIC and COMMERCIAL)~~

~~12 corn gluten meal (DOMESTIC and COMMERCIAL)~~

~~13 d-phenothryn (DOMESTIC)~~

~~14 d-trans-allethrin, also referred to as d-cis, trans-allethrin (DOMESTIC)~~

~~15 deodorizers (DOMESTIC and COMMERCIAL)~~

~~16 fatty acids (DOMESTIC)~~

~~17 ferric phosphate (DOMESTIC and COMMERCIAL)~~

~~18 ferrous sulphate (DOMESTIC and COMMERCIAL)~~

~~19 hard surface disinfectants (DOMESTIC and COMMERCIAL)~~

~~20 insect bait stations (DOMESTIC)~~

~~21 insect pheromones (DOMESTIC and COMMERCIAL)~~

~~22 insect repellents (DOMESTIC)~~

~~23 laundry additives (DOMESTIC and COMMERCIAL)~~

~~24 material preservatives (DOMESTIC and COMMERCIAL)~~

~~25 methoprene (DOMESTIC)~~

- ~~26 ————— mineral oils for insect and mite control (DOMESTIC)~~
- ~~27 ————— n-octyl bicycloheptene dicarboximide (DOMESTIC)~~
- ~~28 ————— naphthalene for fabric protection (DOMESTIC)~~
- ~~29 ————— paradichlorobenzene for fabric protection (DOMESTIC)~~
- ~~30 ————— pesticides in aerosol containers (DOMESTIC)~~
- ~~31 ————— pesticides registered under the federal Act for application to pets (DOMESTIC and COMMERCIAL)~~
- ~~32 ————— piperonyl butoxide (DOMESTIC)~~
- ~~33 ————— plant growth regulators (DOMESTIC)~~
- ~~34 ————— polybutene bird repellents (DOMESTIC and COMMERCIAL)~~
- ~~35 ————— pyrethrins (DOMESTIC)~~
- ~~36 ————— resmethrin (DOMESTIC)~~
- ~~37 ————— rotenone (DOMESTIC)~~
- ~~38 ————— silica aerogel, also referred to as silica gel, amorphous silica and amorphous silica gel (DOMESTIC and COMMERCIAL)~~
- ~~39 ————— silicon dioxide, also referred to as "diatomaceous earth" (DOMESTIC and COMMERCIAL)~~
- ~~40 ————— slimicides (COMMERCIAL)~~
- ~~41 ————— soaps (DOMESTIC and COMMERCIAL)~~
- ~~42 ————— sulphur, including lime sulphur, sulphide sulphur and calcium polysulphide (DOMESTIC)~~
- ~~43 ————— surfactants (DOMESTIC and COMMERCIAL)~~
- ~~44 ————— swimming pool algicides and bactericides (DOMESTIC and COMMERCIAL)~~
- ~~45 ————— tetramethrin (DOMESTIC)~~
- ~~46 ————— wood preservatives (DOMESTIC)~~

Intentionally Blank

Type	Request for Decision		
Title	Bylaw 614 – Board of Variance Amendment Bylaw		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	February 16, 2022	Version	
Issued for	March 1, 2022		

Recommendation:

THAT Board of Variance Bylaw No. 502, 2016, Amendment Bylaw No. 614, 2022 be adopted.

Attachments:

- (1) Board of Variance Bylaw No. 502, 2016, Amendment Bylaw No. 614, 2022
- (2) Board of Variance Bylaw No. 502, 2016

Key Information:

The *Freedom of Information and Protection of Privacy Act* (FOIPPA) has instituted several changes, one of which is the requirement to provide contact information, including a phone number and address on any form that collects personal information from an individual. Section 27(2) of the Act notes:

“(2) A public body must ensure that an individual from whom it collects personal information or causes personal information to be collected is told

(a) the [purpose](#) for collecting it,

(b) the [legal authority](#) for collecting it, and

(c) the title, business address and business telephone number of an [officer](#) or [employee](#) of the public body who can answer the individual's questions about the collection.”

Therefore, Bylaw 502, as amended, notes this in the application form attached as Schedule A to the bylaw. As staff make amendments to bylaws that have an application form attached, these changes will also take place.

Further, section 6.1 provides for a secretary to provide support to the Board of Variance without having to be appointed by Council. There is no legislative requirement to appoint a

secretary and the language provides flexibility in case of staffing changes, absences and varying workloads.

Other changes include grammatical changes for clarity (section 2.1).

Options:

(1) Adopt the bylaw.

(2) Provide alternate direction to staff.

Preferred Option: The preferred option is to adopt the bylaw. FOIPPA regulates the change for any application form. By changing the language regarding support for the Board of Variance, it allows for flexibility for staff to provide support.

Financial Considerations: None

Legal Considerations: The change in the application form would align with the requirement from FOIPPA and the change for staff support would allow the support to happen without Council resolution. This would help staff to ensure applications waiting to be presented at the Board of Variance can be processed in a timely way.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Board of Variance Bylaw No. 502, 2016

Office Consolidation

This document is an office consolidation of Board of Variance Bylaw No. 502, 2016 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Board of Variance Bylaw No. 502, 2016, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted/In Force
497	5.1.13	Amends reference to the previous Fee Bylaw	December 20, 2016 / January 1, 2017
519	2	Corrects amended reference to previous Fee Bylaw	April 4, 2017
608	6, 7 & 9	Enables conduct of meetings by electronic means	November 24, 2021

Bylaw No. 502, 2016

Board of Variance

A bylaw to establish and set the procedure for a Board of Variance.

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. CITATION

1.1 This bylaw may be cited for all purposes as “Board of Variance Bylaw No. 502, 2016”

2. REPEAL

2.1 “Board of Variance Bylaw No. 6” is hereby repealed and the appointments of the existing Board members are hereby rescinded ~~as at the date of adoption of this bylaw. time it was repealed(?)~~.

3. ESTABLISHMENT

3.1 The Board of Variance is hereby established in accordance with the provisions of the *Local Government Act*.

4. INTERPRETATION

4.1 In this Bylaw:

“Adjacent Land” means land which is on either side of the subject property, as well as land touching the rear boundary of the subject property and land which is across the street from the subject property;

“Board” means the Village of Lions Bay Board of Variance;

“Building” has the same meaning as in Village of Lions Bay Building Bylaw No. 234, 1994, as amended;

“Building Inspector” has the same meaning as in Village of Lions Bay Building Bylaw No. 234, 1994, as amended;

“Chair” means the Chair of the Board of Variance;

“Council” means the Municipal Council of the Village of Lions Bay;

“Secretary” means the Secretary to the Board of Variance appointed under this bylaw;

“Structure” has the same meaning as in Village of Lions Bay Building Bylaw No. 234, 1994, as amended;

5. APPOINTMENT OF BOARD MEMBERS

- 5.1 The Board shall consist of three (3) members appointed by the Village of Lions Bay Council.
- 5.2 The Board shall elect one of their members as Chair, who may appoint an acting Chair to preside in the absence of the Chair.
- 5.3 Each Board member shall hold office for a term of three (3) years or until a successor is appointed, but a member may be re-appointed for a further term or terms.

6. SECRETARY TO THE BOARD

- 6.1 ~~The Council shall appoint a Secretary to the Board of Variance.~~The Board of Variance shall receive support from Village Office staff (the “Secretary”) for the purposes of record keeping and logistical support and record keeping as set out in this bylaw at meetings.
- 6.2 The Secretary shall:
 - (a) receive applications to the Board of Variance and prepare agendas on behalf of the Board;
 - (b) establish with the Board Chair the dates for meetings of the Board;
 - (c) circulate notices of applications in accordance with the requirements of the *Local Government Act* and this bylaw.

(d) attend, or appoint a designate to attend, meetings of the Board, enable meetings to be conducted by means of electronic or other communications facilities (when applicable), record minutes of meetings, and record the meetings on audio, attend to the processing of any correspondence arising from the Board meetings, including notification of Board decisions to applicants and Village of Lions Bay staff, and ensure adopted minutes are signed by the Secretary and the Chair;

[Amended by Bylaw No. 608]

(e) maintain a record of all decisions and orders of the Board and ensure that the record is available for public viewing at the Municipal Hall during regular business hours and on the Municipal website; and

(f) act as the Coordinator under the *Freedom of Information and Protection of Privacy Act* ("FIPPA") with respect to the Board of Variance and the Corporate Officer of the Village of Lions Bay shall act as the FIPPA Head for the Board.

7. MEETINGS

7.1 A meeting of the Board shall be held within forty (40) days after the date of receipt of an application unless an extension is allowed by written consent by the applicant.

7.2 A meeting of the Board shall be convened by the Chair on the date of the hearing and at the time set out in the notice, provided a quorum of two (2) Board members is present.

7.3 If a quorum is not present within fifteen (15) minutes, or such longer time as the Chair of the meeting may determine, of the scheduled time for the hearing, the Secretary, or his or her designate, must:

[Amended by Bylaw No. 608]

(a) record the names of the member present;

(b) advise any applicants and persons in attendance that the hearing must adjourn due to lack of quorum and of the date, time and place to reconvene the hearing; and

(c) adjourn the hearing.

- 7.4 All meetings and deliberations of the Board shall be open to the public, unless grounds are set out for closing the meeting in accordance with section 90 of the *Community Charter*.
- 7.5 Provided the conditions set out in the Community Charter, the *Local Government Act* and this bylaw, as amended, are met:
- (a) a Board of Variance Meeting may be conducted, in whole or in part, by means of electronic or other communication facilities which enable the public to hear, or watch and hear, the persons entitled to participate in the meeting if applicable;
 - (b) a Board of Variance Member who is unable to attend in person at a Board of Variance Meeting, may participate, including voting, in the Meeting by means of electronic or other communication facilities and are deemed to be present at the meeting.
- 7.6 The chair at a Board of Variance Meeting, may participate electronically and may establish procedural rules for the conduct of a meeting in accordance with this bylaw.
- 7.7 All Board of Variance members may participate simultaneously at a meeting under this section.
- 7.8 A Board of Variance Meeting will not be cancelled due to the unavailability, failure or malfunction of electronic or communications facilities, as long as a Quorum still exists. If Quorum is lost due to technical difficulties, the meeting shall be deemed to be in recess until the earlier of:
- (a) the re-establishment of Quorum, or
 - (b) the expiration of 15 minutes, or such longer time as the Chair may determine, after which time the meeting shall be deemed to be adjourned and the provisions of section 7.3 of this bylaw shall apply.
- 7.9 The applicant, affected owners, consultants or agents, other invited persons, and staff may participate by means of electronic or other communication facilities at a Board of Variance Meeting under this bylaw.

[Amended by Bylaw No. 608]

8. APPLICATIONS

- 8.1 The Board of Variance shall hear and determine applications to the Board in accordance with this bylaw and the *Local Government Act*.

8.2 A person seeking relief from the Board of Variance shall complete an application to the Board and submit it to the Secretary in substantial accordance with the form attached hereto as Schedule "A".

8.3 An application to the Board of Variance shall:

(a) state clearly the grounds upon which the application is based, including:

(i) the relief from the bylaw or from statutory compliance which is sought;

(ii) the hardship to the applicant if the relief is not granted;

(b) meet the requirements of subsections 8.3 (b) (i) and include such further plans and technical information as the applicant considers advisable or the Board deems necessary to support the application including, but not limited to, the following:

(i) a Title Search Print dated within 30 days of the application and copies of all registered non-financial encumbrances noted thereon (*required*);

(ii) a site plan showing the location of all Buildings and Structures, or proposed Buildings or Structures, on the subject property, preferably prepared and signed by a BC Land Surveyor;

(iii) A floor plan showing space uses and door and window locations, preferably signed by an architect or structural engineer;

(iv) a Building or Structure elevation plan for height variance applications, preferably certified by an architect or structural engineer;

(v) a geotechnical engineer's report with respect to drainage, topography, and other geotechnical considerations (*if required by the Board due to circumstances giving rise to potential geotechnical issues*);

provided that the Board may require surveys, plans or other documents be provided and to be certified by the appropriate registered professional;

(vi) an explanation as to that portion of the proposed work that:

- A. does not comply with a bylaw respecting the siting, dimensions or size of a Building or Structure; or
 - B. constitutes an alteration to a Building or Structure containing a non-conforming use, and the nature of that non-conforming use;
- (c) be accompanied by a non-refundable application fee in the sum specified in Fees Bylaw No. 497, 2016, as amended.

[Amended by Bylaw No. 497, 2016]

[Amended by Bylaw No. 519, 2017]

- 8.4 Where an application is based on a determination of value of a non-conforming property damaged or destroyed, made by a Building Inspector pursuant to the *Local Government Act*, the application shall be filed no later than thirty (30) days after the applicant has been advised in writing of such determination.

9. **NOTICE OF HEARING**

- 9.1 The Secretary shall, not less than ten (10) calendar days before the hearing of an application under this bylaw, mail or deliver via electronic transmission or otherwise, notice of the hearing to:
- (a) the members of the Board;
 - (b) the applicant;
 - (c) the registered owner(s), as shown on the last revised assessment roll, all occupiers of the subject property, and the owners and occupiers of all Adjacent Lands;
 - (d) the Building Inspector whose determination or denial is being appealed; and
 - (e) the Corporate Officer of the Village of Lions Bay.
- 9.2 The notice of the hearing shall state the date, place, and time of the hearing and shall state the subject matter of the application. All hearings shall take place at the Village of Lions Bay Council Chambers or the Village of Lions Bay Hall.

- 9.3 Public notice of a hearing shall be given by publishing the date, time and place of the hearing, along with a statement of the subject matter of the application, on the notice boards at the Village of Lions Bay Office and the post office, and on the Village of Lions Bay website not less than twenty-four (24) hours before the date and time of the hearing.
- 9.4 Where a Board of Variance Meeting is to be conducted by means of electronic or other communication facilities, the notice shall specify the means by which the meeting will be conducted, how the public can hear, or watch and hear, and the notice and other procedural requirements of this bylaw shall apply.
[Amended by Bylaw No. 608]
- 9.5 The Secretary shall, upon receipt of any notice of application or of any written evidence entered before the hearing including staff reports, permit the same to be inspected at the Secretary's office during regular office hours.

10. CONDUCT OF HEARING

- 10.1 A quorum for the Board shall be two (2) members. In the absence of the Chair, and provided that he has not appointed an Acting Chair, the remaining members may appoint one or the other as an Acting Chair for the duration of the hearing.
- 10.2 Any owner or occupier of Adjacent Lands, who believes that their interest is affected by the application is entitled to be heard at the hearing, and is entitled to be represented by a solicitor or by an agent duly appointed in writing.
- 10.3 Any person represented in accordance with Section 10.2, whether or not also attending in person, shall be deemed to be a party attending the hearing.
- 10.4 The Village of Lions Bay, through any of its officers or employees, or by its solicitor, is entitled to be heard as a party attending the hearing.
- 10.5 The Board may elect, at their discretion, to hear any other person who maintains their interest in land is affected by the application.
- 10.6 If a Board member is a person described in section 9.1 (b) or (c), then he or she must declare a conflict of interest and recuse themselves from hearing and deciding the application.

- 10.7 Evidence at a hearing may be given orally or in writing, but the Board shall not hear oral evidence except at a regularly constituted hearing of the subject matter of that evidence.
- 10.8 The applicant shall be afforded the first opportunity to present his or her evidence and arguments, thereafter evidence and arguments shall be presented in such sequence as the Chair may direct until all parties to the application have been afforded a reasonable opportunity to be heard.
- 10.9 The Board may adjourn a hearing and no further notice of the hearing is required if the date, time and place for its resumption are stated to those present at the time of adjournment, failing which notice must be given in accordance with section 9 of this bylaw.
- 10.10 The Board may view the property affected by the application and surrounding properties, but no member of the Board shall discuss the merits of the application with any person who is not a member of the Board other than the Secretary or a solicitor acting on behalf of the Board, outside of an open meeting duly constituted to consider the application.
- 10.11 If the applicant, or his or her representative:
- (a) is unable to attend on the scheduled meeting date, he or she must provide the Secretary with at least three (3) days notice in advance, whereupon the Secretary and the Board Chair will reschedule the meeting and provide notice accordingly;
 - (b) fails to provide the requisite notice in advance that neither he or she, nor a representative, is able to attend, the Board may proceed to decide the application in the absence of the applicant.

11. DECISION

- 11.1 Subject to section 90 of the *Community Charter*, all deliberations of the Board must be in open meeting.
- 11.2 The Chair is entitled to vote on all matters and any Board member who abstains from voting is deemed to have voted in favour of the motion.

- 11.3 The decision of the majority shall be the decision of the Board, provided that where the votes of the members present, including the vote of the Chair or Acting Chair, are equal for and against allowing an application, the application shall be denied.
- 11.4 The Secretary shall, within ten (10) days of a decision, enter that decision in the record maintained at the Village of Lions Bay Office, and shall send by mail or otherwise deliver the written decision of the Board to the applicant, to all persons who made representation at the hearing, and to the Village of Lions Bay Building Inspector.
- 11.5 A decision of the Board may contain such conditions as the Board deems advisable under the circumstances, including a time limit within which to complete the specified work.

12. GENERAL

- 12.1 Subject to the provisions of this bylaw, the Board may provide for such additional procedures as it considers necessary to ensure procedural fairness with respect to an application.
- 12.2 Wherever the singular or masculine is used in this bylaw, the same shall be construed to mean the plural or feminine or body corporate as the context may require.
- 12.3 If any word, phrase, clause, sentence, subsection or section in this bylaw is, for any reason, held to be invalid by a court of competent jurisdiction, the word, phrase, clause, sentence, subsection or section shall be severed from the bylaw and the remainder of the bylaw shall be deemed to have been adopted without the severed word, phrase, clause, sentence, subsection or section.

READ A FIRST TIME

May 17, 2016

READ A SECOND TIME

May 17, 2016

READ A THIRD TIME

June 7, 2016

ADOPTED

June 21, 2016

Mayor

Corporate Officer

**Certified a true copy of Board of Variance
Bylaw No. 502, 2016 as adopted.**

Corporate Officer

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Schedule "A"

Village of Lions Bay Board of Variance Application Form

I hereby apply for a hearing before the Board of Variance for:

LAND SUBJECT OF THE APPLICATION
Street Address:
Legal Description:
Zoning:
OWNER/CONTACT INFORMATION
Full Name(s) of Property Owner(s):
Full Name of Owner's Authorized Representative (if applicable):
Address to Which Notices Should be Mailed:
Daytime Phone # of Owner or Authorized Representative:
Name of Person Who Will Represent Applicant at the Hearing:
TYPE OF APPLICATION (Complete Applicable Section)
A. VARIANCE OF BYLAW RESPECTING SITING, SIZE OR DIMENSION OF A BUILDING OR STRUCTURE [s.540(a)(i)]
Bylaw Name/Number & Section(s) from which relief is sought:
Variance From (current requirement):
To (new requirement requested):
B. EXEMPTION FROM PROHIBITION OF A STRUCTURAL ALTERATION OR ADDITION TO A BUILDING OR STRUCTURE WITH A NON-CONFORMING USE [s.540(c) and s.531(1)]
Bylaw Name/Number & Section(s) Which Previously Permitted Use:
Bylaw Name/Number & Section(s) Which Resulted in Legal Non-Conforming Status:

Continuing Non-Conforming Use:
Structural Alteration or Addition Desired:
<i>Note: If alteration or addition will result in a structure contrary to current bylaw siting, size or dimension requirements, also complete Section A.</i>
C. APPEAL OF BUILDING INSPECTOR'S DETERMINATION OF DAMAGE TO NON-CONFORMING BUILDING [s.532(1) and s.544]
Date of Building Inspector's Determination (application must be filed within 30 days):
Summary of Building Inspector's Determination (copy attached):
Determination Requested of Board:
D. EXEMPTION TO RELIEVE HARDSHIP FROM EARLY TERMINATION OF LAND USE CONTRACT [s.543]
Bylaw Name(s)/Number(s) & Section(s) from which relief is sought:
Variance From (current requirement):
To (new requirement requested):
STATEMENT OF HARDSHIP (not required for Type C applicants)
I allege that compliance with either the bylaw or section 531(1) [strike one] would cause me hardship by:
(attach additional pages if necessary)
TIME REQUIRED TO COMPLETE
Respecting Type A or B applications, the Board may specify a time for completion of the construction of the Building or Structure permitted by the minor variance or exemption, after

which the permission or exemption would terminate. If your application is permitted, when do you expect to complete the work?

ADDITIONAL INFORMATION/REASONS SUPPORTING THE APPLICATION

(Attach additional pages if required)

ATTACHMENTS

Fee and Title Documents:

- A Non-refundable application fee of \$500.00 (cash or cheque), payable to the Village of Lions Bay.
- A Title Search Print dated within 30 days of the application and copies of all registered non-financial encumbrances noted thereon.

Drawings Which May be Required:

- A site plan showing the location of all Buildings and Structures, or proposed Buildings or Structures, on the subject property, preferably prepared and signed by a BC Land Surveyor A floor plan (for existing and proposed Buildings) showing space uses and door and window locations, preferably certified by an architect or structural engineer.
- A Building or Structure elevation plan preferably certified by an architect or structural engineer, including original and proposed alterations to site levels, if applicable.

Other Documents Which May be Required:

- A geotechnical engineer’s report with respect to drainage, topography, and other geotechnical considerations.
- Explanatory materials and such other additional information as may be advisable in support of the application (eg: photographs, letters of support, etc.)

The Village Building Department may have some of the documents noted above – check first before ordering new. Further information may be required to enable the Board of Variance members to visualize the proposal and its relationship to the surrounding area. Approval, if given by the Board, is for the plans submitted. Changes to plans after the Board’s decision will require a new application.

SIGNED BY ALL OWNERS ON TITLE ON _____, _____:
(month) (day) (year)

Note: Decisions of the Board of Variance regarding Type A, B or D applications are FINAL, other than an appeal to the BC Supreme Court in respect of procedure under the *Judicial Review Procedure Act*. Decisions regarding Type C applications may be appealed by the applicant or the Village of Lions Bay to the BC Supreme Court.

Information in this application is collected pursuant to the Local Government Act for the purpose of administering your variance request, will form part of the public record and is subject to the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of information, please contact the Information & Privacy Coordinator, Municipal Hall at 604-921-9333 or office@lionsbay.ca or in person at 400 Centre Road, Lions Bay, BC. Information in this application is subject to the Freedom of Information and Protection of Privacy Act.

IMPORTANT INFORMATION

On finding hardship, the Board may order a minor variance or exemption if it would not:

- (a) result in inappropriate development of the site;
- (b) adversely affect the natural environment;
- (c) substantially affect the use and enjoyment of adjacent land;
- (d) vary permitted uses and densities under the applicable bylaw; or
- (e) defeat the intent of the bylaw.

An order of the Board must not:

- (a) be in conflict with a registered *Land Title Act* Covenant;
- (b) deal with a matter covered in a land use contract or permit;
- (c) deal with a phased development agreement;
- (d) deal with a floodplain specification under the *Local Government Act*; or
- (e) apply to a heritage property.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Board of Variance Bylaw No. 502, 2016, Amendment Bylaw No. 614, 2022

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

Bylaw No. 502, 2016, Amendment Bylaw No. 614, 2022

Board of Variance Procedure Amendments

A bylaw to amend the meeting procedures for the Board of Variance.

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as “Board of Variance Bylaw No. 502, 2016, Amendment Bylaw No. 614, 2022”.
2. Board of Variance Bylaw No. 502, 2016 is hereby amended as follows:
 - (a) Section 2.1 is hereby amended by adding the following: “as at the date of adoption of this bylaw.”
 - (b) Section 6.1 is deleted and replaced with the following:

“The Board of Variance shall receive support from Village Office staff (the “Secretary”) for the purposes of logistical support and record keeping as set out in this bylaw.”
 - (c) The note at the end of Schedule A regarding the finality of the decisions of the Board and the rights of appeal is amended by striking “Information in this application is subject to the *Freedom of Information and Protection of Privacy Act*” and substituting the following: “Information in this application is collected pursuant to the Local Government Act for the purpose of administering your variance request, will form part of the public record and is subject to the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of information, please contact the Information & Privacy Coordinator, Municipal Hall at 604-921-9333 or office@lionsbay.ca or in person at 400 Centre Road, Lions Bay, BC.”

READ A FIRST TIME

READ A SECOND TIME

READ A THIRD TIME

ADOPTED

Mayor

Corporate Officer

**Certified a true copy of Board of Variance
Bylaw No. 502, 2016, Amendment Bylaw
No. 614, 2022 as adopted.**

Corporate Officer

Type	Request for Decision		
Title	Bylaw 615 – Bylaw Enforcement Officer Amendment Bylaw		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	February 24, 2022	Version	
Issued for	March 1, 2022		

Recommendation:

THAT Bylaw Enforcement Officer Bylaw No. 506, 2016 Amendment Bylaw No. 615, 2022, be introduced and read a first, second and third time.

Attachments:

- (1) Bylaw Enforcement Officer Bylaw No. 506, 2016 Amendment Bylaw No. 615, 2022
- (2) Bylaw Enforcement Officer Bylaw No. 506, 2016 Consolidation

Key Information:

Bylaw No. 506, 2016 is being amended to allow for the Fire Chief to delegate authority to his or her designates for issuing bylaw notices with respect to cars parked illegally, per the 2022 Parking Report.

Options:

- (1) Give three readings to the bylaw.
- (2) Provide alternative direction to staff.

Preferred Option: Giving three readings to the bylaw is preferred since it begins the process of allowing the Fire Chief’s designates authority to be able to issue bylaw notices.

Follow Up Action: If the bylaw is read three times, it will be brought for adoption at the March 15, 2022 meeting.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Bylaw Enforcement Officer Bylaw No. 506, 2016

Office Consolidation

This document is an office consolidation of Bylaw Enforcement Officer Bylaw No. 506, 2016 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Bylaw Enforcement Officer Bylaw No. 506, 2016, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted
562	2	Amends section 4(b)	May 14, 2019
<u>615</u>	<u>4</u>	<u>Adds positions as Bylaw Enforcement Officers</u>	

Bylaw Enforcement Officer Bylaw No. 506, 2016

A bylaw to establish the position of and appoint
Bylaw Enforcement Officers for the Village of Lions Bay

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Bylaw Enforcement Officer Bylaw No. 506, 2016".
2. Village of Lions Bay Municipal Ticket Information Utilization Bylaw No. 373, 2005 is hereby repealed.

3. In this bylaw:

“Council” means the Council of the Village of Lions Bay;

“Bylaw Enforcement Officer” means a person appointed by resolution of Council pursuant to this bylaw, or another bylaw of the Municipality, and in accordance with the *Community Charter* and the *Local Government Act*.

“Municipality” means the Municipality of the Village of Lions Bay;

4. The Municipality hereby establishes the position of Bylaw Enforcement Officer and designates all persons holding the following job positions as Bylaw Enforcement Officers for the purpose of enforcing the bylaws of the Municipality:
 - (a) Bylaw Enforcement Officers;
 - (b) Public Works Manager and Public Works Staff;
 - (c) Building Inspector;
 - (d) Fire Chief and his or her designates;
 - (e) Chief Administrative Officer.

[Amended by Bylaw No. 562]

[Amended by Bylaw no. 615]

5. The Council may from time to time appoint Bylaw Enforcement Officers by resolution in substantially the form set out in Schedule “A” to this bylaw.
6. Bylaw Enforcement Officers have those powers, privileges and responsibilities, and may perform those duties and functions, as set out in Schedule “B” to this bylaw.

READ A FIRST TIME	June 21, 2016
READ A SECOND TIME	June 21, 2016
READ A THIRD TIME	June 21, 2016
ADOPTED	July 5, 2016

Mayor

Corporate Officer

Certified a true copy of Bylaw Enforcement
Officer Bylaw No. 506, 2016 as adopted

Corporate Officer

Schedule “A”

Bylaw Enforcement Officer Appointment Resolution

The Council of the Village of Lions Bay hereby appoints *[insert name]* 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, if applicable]*.

Schedule “B”

Bylaw Enforcement Officer Authority

- (a) Educate, warn or otherwise seek voluntary compliance with the Municipality’s bylaws.
- (b) Enforce the bylaws of the Municipality through all appropriate means including, but not limited to, in accordance with Bylaw Notice Enforcement Bylaw No. 385, 2006, as amended, the *Local Government Bylaw Notice Enforcement Act* and *Bylaw Notice Enforcement Regulation*, and subject to relevant enactments, Council policies, and administrative directions.
- (c) In accordance with section 16 of the *Community Charter*, and any other authority to enter property granted under the *Community Charter*, the *Local Government Act*, or any other enactment, enter at all reasonable times, onto any property for the purposes of enforcing the bylaws of the Municipality.
- (d) Where instructed by the Chief Administrative Officer or the Council, prosecute offences in court or bylaw contraventions in the North Shore Bylaw Notice Adjudication Registry or other administrative tribunal.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Bylaw Enforcement Officer Bylaw No. 506, 2016 Amendment Bylaw No. 615, 2022

Adopted: [DATE]

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

Bylaw Enforcement Officer Bylaw No. 506, 2016, Amendment Bylaw No. 615, 2022

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as “Bylaw Enforcement Officer Bylaw No. 506, 2016, Amendment Bylaw No. 615, 2022”.
2. Section 4(d) of Bylaw Enforcement Officer Bylaw No. 506, is hereby amended by adding the words: “and his or her designates”

READ A FIRST TIME

READ A SECOND TIME

READ A THIRD TIME

ADOPTED

Mayor

Corporate Officer

**Certified a true copy of Bylaw
Enforcement Officer Bylaw
No. 506, 2016, Amendment
Bylaw No. 615, 2022 as adopted.**

Corporate Officer

Type	Request for Decision		
Title	Bylaw 616 – Bylaw Notice Enforcement Bylaw		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	February 24, 2022	Version	
Issued for	March 1, 2022		

Recommendation:

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006 Amendment Bylaw No. 616, 2022, be introduced and read a first, second and third time.

Attachments:

- (1) Bylaw Notice Enforcement Officer Bylaw No. 385, 2006 Amendment Bylaw No. 616, 2022
- (2) Bylaw Notice Enforcement Officer Bylaw No. 385, 2006 Consolidation

Key Information:

Bylaw No. 385, 2006 is being amended to reduce the late payment penalty to \$195, the same as the undiscounted penalty amount, as referenced in the 2022 parking plan. Late payment penalties are proving difficult to collect and the reduction is recommended to increase compliance.

Options:

- (1) Give three readings to the bylaw.
- (2) Provide alternative direction to staff.

Preferred Option: Giving three readings to the bylaw is preferred to reduce the late payment penalty.

Follow Up Action: If the bylaw is read three times, it will be presented for adoption at the March 15, 2022 meeting.



Bylaw Notice Enforcement Bylaw No. 385, 2006

Office Consolidation

This document is an office consolidation of Bylaw Notice Enforcement Bylaw No. 385, 2006 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Bylaw Notice Enforcement By-law No. 385, 2006 as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted
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415	1 2 3	Amends s.9.2 re. designated classes of persons that may be appointed as screening officers Amends s.11.1 re. RCMP as police force Replaces Schedule A	July 21, 2009
434	Sched A	Replaces Schedule A	June 20, 2011
492	Sched A	Replaces Schedule A	June 2, 2015
495	Sched A	Replaces Schedule A	July 7, 2015
507	2(a) 2(b)	Amends penalties under Bylaw No. 428 (Fire), Sections 32, 33, 35 and 52. Adds penalties for Bylaw No. 393 (Trees)	July 19, 2016
533	2(a) 2(b) 2(c)	Adds penalties for Secondary Suite contraventions per s.10.1 of Bylaw No. 234 Amends penalties for provisions re. ss. 8(2), 10(a), 10(h), and 10(k) of Bylaw No. 413 Deletes penalties for Bylaw No. 362 and substitutes penalties for Bylaw No. 520	November 7, 2017
555	2(a)	Deletes and replaces section 8.2	January 22, 2019
577	2(a)	Amends penalty description for s.10.3 of Bylaw No. 448 & amends penalty amounts for various sections of Bylaw No. 448	March 26, 2020
580	2(a) 2(b) 2(c)	Amends subsection to reflect amendment bylaw 528 Amends references to subsections Inserts subsection 21(l)	April 21, 2020
582	Sched A	Amends penalties under Bylaw no. 413 (Parking) sections 10(a) to 10(l) and section 12	May 21, 2020
594	Sched A	Amends penalties under Bylaw no. 413 (Parking) sections 10(a) to 10(l) and section 12	March 30, 2021
592	9.2	Amends Screening Officer designations	May 25, 2021

VILLAGE OF LIONS BAY

BYLAW NO. 385, 2006

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Village of Lions Bay
Bylaw Notice Enforcement
Bylaw No. 385, 2006

A bylaw respecting the enforcement of bylaw notices in conjunction with the
North Shore Bylaw Adjudication Registry

The Council of the Municipality of Village of Lions Bay enacts as follows:

Part 1 Citation

- 1.1 This Bylaw may be cited as Bylaw Notice Enforcement Bylaw No. 385, 2006 (North Shore Bylaw Notice Dispute Adjudication Registry).

Part 2 Severability

- 2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Part 3 Definitions

- 3.1 In this bylaw:

"Act" means the *Local Government Bylaw Notice Enforcement Act*;

"Municipality" means the Municipality of the Village of Lions Bay;

"Registry" means the North Shore Bylaw Notice Adjudication Registry established pursuant to Part 8 of this Bylaw.

Part 4 Terms

- 4.1 The terms in this bylaw have the same meaning as the terms defined in the Act.

Part 5 Bylaw Contraventions

- 5.1 The bylaw and bylaw contraventions designated in Schedule A may be dealt with by bylaw notice.

Part 6 Offence and Penalty

- 6.1 The penalty for a contravention referred to in Part 5 is as follows:
- 6.1.1 subject to subsection 6.1.2 and 6.1.3, is the Penalty amount set out in column A1 of Schedule A,
 - 6.1.2 if received by the Municipality within 14 days of the person receiving or being presumed to have received the notice, is the Early Payment Penalty set out in column A2 of Schedule A,
 - 6.1.3 if more than 28 days after the person received or is presumed to have received the bylaw notice, is subject to a late payment surcharge in addition to the penalty under subsection 6.1.1, and is the Late Payment Penalty set out in column A3 of Schedule A,

Part 7 Period for Paying a Disputed Notice

- 7.1. A person who receives a bylaw notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw notice:
- 7.1.1 pay the penalty, or
 - 7.1.2 request dispute adjudication by filling in the appropriate portion of the bylaw notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, or by mail, to the Village of Lions Bay Village Office.
- 7.2 A person may pay the indicated penalty after 14 days of receiving the notice, subject to the applicable surcharge for late payment accordance with subsection 6.1.3, but no person may dispute the notice after 14 days of receiving the bylaw notice.
- 7.3 Pursuant to the requirements of section 25 of the Act, where a person was not served personally with a bylaw notice and advises the Municipality that they did not receive a copy of the original notice, the time limits for responding to a bylaw notice under Part 6 and section 7.1 of this bylaw do not begin to run until a copy of the bylaw notice is re-delivered to them in accordance with the Act.

Part 8 Bylaw Notice Dispute Adjudication Registry

- 8.1 The Registry is established as a bylaw notice dispute adjudication system in accordance with the Act to resolve disputes in relation to bylaw notices.
- 8.2 The Municipality is authorized to enter into, and the Mayor and Administrator are authorized to execute, a dispute adjudication system agreement or amended agreement with the District of North Vancouver and such other neighbouring jurisdictions as may wish to be a part of the Registry, such agreement to be attached to this bylaw as the new Schedule B upon execution by the Municipality.

[Amended by Bylaw No. 555]

- 8.3 Every person who is unsuccessful in a dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this section must pay the Municipality an additional fee of \$25 for the purpose of the Municipality recovering the costs of the adjudication system.

Part 9 Screening Officers

- 9.1 The position of screening officer is established.
- 9.2 The following are designated classes of persons that may be appointed as screening officers:
- 9.2.1 Chief Administrative Officer
 - 9.2.2 Corporate Officer
 - 9.2.3 Municipal Coordinator
 - 9.2.4 Chief Financial Officer
 - 9.2.5 Bylaw Enforcement Officer

[Amended by Bylaw No. 415, 2009]
[Amended by Bylaw No. 592, 2021]

and Council may appoint screening officers from these classes of persons by name of office or otherwise.

Part 10 Powers, Duties and Functions of Screening Officers

- 10.1 The powers, duties and functions of screening officers are as set out in the Act, and include the following powers:
- 10.1.1 Where requested by the person against whom a contravention is alleged, communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw notice dispute adjudication system and the fee or fees payable in relation to the bylaw notice enforcement process;
 - 10.1.2 To communicate with any or all of the following for the purposes of performing their functions under this bylaw or the Act:
 - (a) the person against whom a contravention is alleged or their representative;
 - (b) the officer issuing the notice;
 - (c) the complainant or their representative;
 - (d) the Municipality's staff and records regarding the disputant's history of bylaw compliance.
 - 10.1.3 To prepare and enter into compliance agreements under the Act with persons who dispute bylaw notices, including to establish terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with the bylaw;

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10.1.4 To provide for payment of a reduced penalty if a compliance agreement is entered into, as provided in column A4 of Schedule A; and

10.1.5 To cancel bylaw notices in accordance with the Act or Municipal policies and guidelines.

10.2 The bylaw contraventions in relation to which a Screening Officer may enter into a compliance agreement are indicated in column A4 of Schedule A.

10.3 The maximum duration of a compliance agreement is one year.

Part 11 Bylaw Enforcement Officers

11.1 Persons acting as any of the following are designated as **Bylaw** Enforcement Officers for the purposes of this bylaw and the Act:

11.1.1 Special constables, officers, members or constables of:

- (a) The provincial police force as defined in section 1 of the *Police Act*, or
- (b) The Royal Canadian Mounted Police;

[Amended by Bylaw No. 415, 2009]

11.1.2 Bylaw enforcement officers appointed pursuant to the *Police Act* and *Community Charter*;

11.1.3 Local assistants to the fire commissioner under section 6 of the *Fire Services Act*;

11.1.4 Bylaw enforcement officers, licensing inspectors, building inspectors, animal control officers or other persons acting in another capacity on behalf of a municipality, regional district or local trust committee for the purpose of enforcement of one or more of its bylaws.

Part 12 Form of Bylaw Notice

12.1 The Municipality may from time to time provide for the form or forms of the bylaw notice, provided the bylaw notice complies with section 4 of the Act.

Schedules

Schedule A - Designated Bylaw Contraventions and Penalties

Schedule B – North Shore Bylaw Dispute Adjudication Registry Agreement

READ A FIRST TIME this 5th of September, 2006

READ A SECOND TIME this 5th of September, 2006

READ A THIRD TIME this 5th of September, 2006

ADOPTED this 19th of September, 2006

Mayor

Administrator

Certified a true copy of
By-law No. 385, 2006
as adopted.

Administrator

Schedule 'A' to Bylaw No. 385

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
BUILDING REGULATION BYLAW, NO. 234, 1994						
234	5 (a)	Construct without a building permit	\$300	\$280	\$320	YES
234	5 (c)	Tamper with posted notice	\$500	\$475	\$500	NO
234	5 (d)	Work contrary to approved plans	\$300	\$280	\$320	YES
234	5 (e)	Obstruct Village officer or employee	\$500	\$475	\$500	NO
234	5 (f)	Fail to stop work	\$500	\$475	\$500	YES
234	5 (h)	Submit false information	\$500	\$475	\$500	YES
234	6 (b)	Unauthorized use of Village property	\$100	\$90	\$110	YES
234	10.1	Secondary Suite contrary to bylaw requirements	475	450	500	YES
234	12	Fail to post building permit	\$300	\$280	\$320	NO
234	16 (a)	Occupy without approval	\$300	\$280	\$320	YES
NOISE CONTROL BYLAW NO. 283, 1998						
283	2	Sound which disturbs	\$110	\$100	\$120	NO
283	3	Decibel level	\$110	\$100	\$120	NO
283	4 (a)	Continuous sound	\$110	\$100	\$120	NO
283	4 (b)	Construction sound	\$220	\$200	\$240	YES
283	5 (a)	Improper use of vehicle horn	\$110	\$100	\$120	NO
283	5 (b)	Car alarm noise	\$110	\$100	\$120	NO
TREES, VIEWS AND LANDSCAPES BYLAW NO. 393, 2007, as amended						
393	3.2	Obstruct Village Official	\$300	\$250	\$350	NO
393	3.3	Cut tree without permit	\$475	\$450	\$500	NO
393	3.4.5	Cut tree after expiry of permit	\$400	\$350	\$450	NO
393	3.4.6	Tree cut by unqualified owner or contractor	\$475	\$450	\$500	NO
393	3.4.8	Tree cut without exemption during bird nesting period	\$475	\$450	\$500	NO
393	3.4.9	Failure to provide insurance certificate prior to commencement of work	\$475	\$450	\$500	YES
393	3.5	Tree damaging activities	\$475	\$450	\$500	YES

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
393	Schedules A and B	Failure to replant in accordance with approved plan and permit	\$400	\$350	\$450	YES
GOOD NEIGHBOR BYLAW NO. 412, 2009						
412	5.1.1	Create or cause a nuisance	\$200	\$185	\$215	YES
412	5.1.2	Permit a nuisance	\$200	\$185	\$215	YES
412	5.1.3	Allow unsightly parcel	\$200	\$185	\$215	YES
412	5.1.4 (a)	Allow an unsightly accumulation	\$200	\$185	\$215	YES
412	5.1.4 (b)	Permit or cause water to collect	\$200	\$185	\$215	YES
412	5.1.4 (c)	Store rubbish where visible	\$200	\$185	\$215	YES
412	5.1.4 (d)	Place graffiti	\$100	\$90	\$110	YES
412	5.1.4 (g)	Accumulate building materials	\$100	\$90	\$110	YES
412	5.1.4 (h)	Storage or accumulation of motor vehicle	\$100	\$90	\$110	YES
412	5.2.1	Fail to abate nuisance	\$100	\$90	\$110	YES
412	5.2.2 (a)	Fail to remove unsightly accumulation	\$100	\$90	\$110	YES
412	5.2.2 (b)	Fail to prevent or clear insect infestation	\$100	\$90	\$110	YES
412	5.2.2 (d)	Fail to clear parcel of brush, noxious weeds and grass	\$100	\$90	\$110	YES
412	5.2.2 (e)	Fail to shield or deflect outdoor light	\$100	\$90	\$110	YES
412	5.2.2 (f)	Fail to repair or remove fence	\$200	\$185	\$215	YES
412	7.3.2	Interfere with, resist or obstruct authorized person	\$500	\$475	\$500	NO
TRAFFIC AND PARKING BYLAW NO. 413, 2009						
413	8 (1)	Fail to obey traffic control device	\$100	\$90	\$110	NO
413	8 (2)	Interfere with traffic control device	\$300	\$200	\$400	NO
413	8 (3)	Plant interferes with traffic control device	\$45	\$35	\$55	YES
413	8 (4)	Illegal traffic control device	\$45	\$35	\$55	YES
413	10 (a)	Park in contravention of a traffic control device	\$195	\$100	\$240 \$195	YES

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
413	10 (b)	Fail to display insurance decal	\$135	\$65	\$1365	YES
413	10 (c)	Park on or too near crosswalk	\$135	\$65	\$1365	YES
413	10 (d)	Park near traffic control device	\$135	\$65	\$1365	YES
413	10 (e)	Park on bridge	\$135	\$65	\$165 <u>135</u>	YES
413	10 (f)	Park near fire hydrant/equipment	\$240	\$120	\$270 <u>240</u>	YES
413	10 (g)	Park to obstruct or interfere with traffic/maintenance	\$240	\$120	\$270 <u>240</u>	YES
413	10 (h)	Park without permit for zone	\$195	\$100	\$240 <u>195</u>	YES
413	10 (i)	Park too near driveway	\$135	\$65	\$165 <u>135</u>	YES
413	10 (j)	Park more than 72 hours	\$165	\$80	\$210 <u>165</u>	YES
413	10 (k)	Park more than 24 hours in snow	\$135	\$65	\$165 <u>135</u>	YES
413	10 (l)	Park in intersection	\$135	\$65	\$165 <u>135</u>	YES
413	11 (1)	Park extraordinary vehicle overnight	\$100	\$90	\$110	YES
413	11 (2)	Unattached trailer	\$100	\$90	\$110	YES
413	12	Park near school	\$135	\$65	\$165 <u>135</u>	NO
413	16	Fail to comply with direction of enforcement officer	\$100	\$90	\$110	NO
413	17	Hinder, obstruct or delay enforcement officer	\$100	\$90	\$110	NO
413	19	Operate sound broadcasting vehicle	\$45	\$35	\$55	NO
413	20	Drive over fire hose	\$80	\$70	\$90	NO
413	21 (a)	Drop or spill on highway	\$45	\$35	\$55	NO
413	21 (b)	Noxious flow on highway	\$45	\$35	\$55	NO
413	21 (c)	Damage plants/grass on highway	\$100	\$90	\$110	NO
413	21 (d)	Damage or deface highway	\$100	\$90	\$110	NO
413	21 (e)	Dead animal on highway	\$45	\$35	\$55	NO
413	21 (f)	Camp on highway	\$45	\$35	\$55	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
413	21 (g)	Make fire on highway	\$100	\$90	\$110	NO
413	21 (h)	Unsecure load	\$100	\$90	\$110	NO
413	21 (i)	Urinate/defecate on highway	\$100	\$90	\$110	NO
413	21 (j)	Overweight vehicle on highway	\$100	\$90	\$110	NO
413	21 (k)	Operate vehicle with lugged wheels	\$100	\$90	\$110	NO
413	21 (l)	Camp, loiter, imbibe alcohol in parking lot	\$100	\$90	\$110	No
413	24	Sell/display goods/services on highway	\$100	\$90	\$110	YES
413	25	Chattel/structure on highway	\$100	\$90	\$110	YES
413	26	Dumpster on highway	\$100	\$90	\$110	YES
413	27	Accumulations on highway	\$100	\$90	\$110	YES
413	28	Unfenced excavation near highway	\$100	\$90	\$110	YES
413	29	Construction obstructing highway	\$100	\$90	\$110	YES
413	31	Fail to disperse on highway when directed	\$100	\$90	\$110	NO
413	32	Skate/blade/scoot without helmet	\$45	\$35	\$55	NO
ANTI-IDLING BYLAW NO. 416, 2010						
416	3	Unlawful idling	\$100	\$90	\$110	YES
FIRE BYLAW NO. 428, 2011						
428	27	Unauthorized entry to area limited for Fire Rescue purposes	\$100	\$80	\$120	NO
428	28	Hinder Fire Rescue operations	\$450	\$425	\$475	NO
428	29	Damage or destroy Fire Rescue apparatus or equipment	\$450	\$425	\$475	NO
428	30	Drive vehicle over Fire Rescue equipment without permission	\$100	\$80	\$120	NO
428	31	Falsely represent to be Fire Rescue member	\$100	\$80	\$120	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
428	32	Obstruct/interfere with approach to Fire Rescue incident	\$200	\$180	\$220	NO
428	33	Interfere with fire hydrant	\$450	\$425	\$475	NO
428	34	Fail to maintain clearance around fire hydrant	\$50	\$40	\$60	YES
428	35	Fail to address fire hazard when ordered	\$450	\$425	\$475	YES
428	36	Construct fire pit or fire ring	\$100	\$80	\$120	YES
428	37	Burn wood outside a building	\$100	\$80	\$120	NO
428	38	Open burning	\$100	\$80	\$120	NO
428	39	Drop burning substance into or near combustible material	\$100	\$80	\$120	NO
428	40	Burn or use combustion device outside when banned	\$100	\$80	\$120	YES
428	41	Burn unauthorized material inside or outside a building	\$100	\$80	\$120	NO
428	42	Use water contrary to designated purpose, hours or methods	\$100	\$80	\$120	NO
428	44	Fail to install sprinklers in new residence	\$450	\$425	\$475	YES
428	45	Fail to install sprinklers during alteration to residence	\$450	\$425	\$475	YES
428	46	Fail to install fire extinguisher	\$100	\$80	\$120	YES
428	47	Fail to install smoke alarms	\$100	\$80	\$120	YES
428	48	Use fireworks when under age 18	\$50	\$40	\$60	NO
428	49	Use unauthorized Consumer Fireworks	\$100	\$80	\$120	NO
428	50	Use High Hazard Fireworks	\$200	\$180	\$220	NO
428	52	Fail to comply with order to address violations, requiring re-inspection	\$450	\$425	\$475	YES
PESTICIDES BYLAW NO. 430, 2011						
430	3	Use of pesticide for cosmetic purposes	\$250	\$225	\$275	NO
430	4	Use of non-permitted pesticide	\$250	\$225	\$275	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
PARKS REGULATIONS BYLAW NO. 448, 2012						
448	5.1	Damage park	\$500	\$475	\$500	YES
448	5.2	Molest animals or birds	\$100	\$90	\$100	NO
448	5.3	Contaminate water in park	\$500	\$465	\$500	NO
448	5.4	Release water in park	\$500	\$465	\$500	NO
448	5.5	Improper climbing on structure	\$100	\$90	\$110	NO
448	5.6	Litter in park	\$100	\$90	\$110	NO
448	5.7	Unlawful waste in park receptacle	\$100	\$90	\$110	NO
448	6.1	Fireworks in park	\$250	\$230	\$270	NO
448	6.2	Make fire in park	\$100	\$90	\$110	NO
448	6.3	Improper barbecue in park	\$100	\$90	\$110	NO
448	6.5	Place burning substance in park	\$250	\$230	\$270	NO
448	6.6	Enter park at fire risk	\$250	\$230	\$270	NO
448	7.1	Sell/display goods/services in park	\$100	\$90	\$110	YES
448	7.2	Advertise in park	\$100	\$90	\$110	YES
448	7.3	Amplified noise in park	\$100	\$90	\$110	NO
448	8.1	Organized activity in park with no contract	\$100	\$90	\$110	NO
448	9.1	Operate motorized watercraft near beach	\$250	\$230	\$270	NO
448	9.2	Motorized vehicle or device in park	\$250	\$230	\$270	NO
448	9.3	Unauthorized entry to closed park	\$250	\$200	\$300	NO
448	10.1	In park outside open hours	\$250	\$200	\$300	NO
448	10.3	Enter or remain in closed or restricted park	\$450	\$400	\$500	NO
448	11.1	Create a nuisance in park	\$250	\$200	\$300	NO
448	11.2	Obstruct use and enjoyment of park	\$250	\$200	\$300	NO
448	11.3	Fail to comply with direction of enforcement officer	\$250	\$200	\$300	NO
448	11.4	Obstruct or delay enforcement officer	\$250	\$200	\$300	NO
448	11.5	Urinate/defecate in park	\$250	\$200	\$300	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
448	12.1	Store watercraft on beach	\$100	\$90	\$100	YES
448	12.2	Camp in park	\$250	\$200	\$300	NO
448	12.3	Prohibited sport in park	\$100	\$90	\$110	NO
WASTE COLLECTION BYLAW NO. 455, 2013						
455	5	Excess garbage	\$60	\$50	\$70	NO
455	6	Fail to securely house wildlife attractants	\$300	\$280	\$320	YES
455	6	Garbage receptacle encroaching on street	\$60	\$50	\$70	NO
455	10	Solid waste out before 5 AM	\$60	\$50	\$70	NO
455	11	Placing for collection inappropriate substance	\$60	\$50	\$70	NO
455	18	Storage not wildlife resistant, single family residential	\$60	\$50	\$70	NO
455	19	Storage not wildlife resistant, multi-family and commercial	\$60	\$50	\$70	NO
455	21	Fail to repair wildlife resistant containment	\$60	\$50	\$70	NO
455	22 (a)	Feeding dangerous wildlife	\$300	\$280	\$320	NO
455	22 (a)(b)	Storing edible wildlife attractants	\$300	\$280	\$320	YES
455	22 (c)	Bee hives accessible to wildlife	\$60	\$50	\$70	NO
455	22 (d)	Outdoor fridge or freezer accessible to wildlife	\$60	\$50	\$70	NO
455	22 (e)	Meat waste in compost	\$60	\$50	\$70	NO
ANIMAL CONTROL & LICENSING BYLAW NO. 461, 2014						
461	5.1	No dog license	\$85	\$75	\$95	YES
461	5.5	No dog tag	\$40	\$30	\$50	YES
461	6.3	Fail to remove dog waste	\$60	\$50	\$70	NO
461	6.6.1	Dog at large	\$85	\$75	\$95	NO
461	6.6.5	Allow dog barking	\$85	\$75	\$95	NO
461	6.6.6	Keep more than three dogs	\$110	\$100	\$120	YES
461	6.7.1	Dog in prohibited area	\$60	\$50	\$70	NO
461	7.1(a)	Fail to provide food or water	\$60	\$50	\$70	NO
461	7.1(c)	Fail to exercise dog	\$60	\$50	\$70	NO
461	7.1(e)	Fail to provide medical care for dog	\$60	\$50	\$70	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
461	7.2	Fail to provide proper shelter for dog	\$60	\$50	\$70	NO
461	7.4	Choke collar/neck cord used to tether	\$60	\$50	\$70	NO
OUTDOOR WATER USE BYLAW NO. 484, 2015						
484	6.1	Fail to Follow Water Conservation Level 1	\$100	\$75	\$125	NO
484	6.1	Fail to Follow Water Conservation Level 2	\$150	\$125	\$175	NO
484	6.1	Fail to Follow Water Conservation Level 3	\$200	\$175	\$225	NO
ZONING AND DEVELOPMENT BYLAW NO. 520, 2017						
520	3.2	Non-compliance with bylaw	\$300	\$250	\$350	NO
520	4.3	Use prohibited in all zones	\$475	\$450	\$500	NO
520	4.3.7	Short-term rental without a Temporary Use Permit	\$475	\$450	\$500	NO
520	4.5	Accessory building, structure or use not permitted	\$400	\$350	\$450	NO
520	4.10	Fence or retaining wall contrary to bylaw	\$300	\$250	\$350	NO
520	4.11	Visibility obstruction contrary to bylaw	\$250	\$200	\$300	NO
520	4.12	Home-based business contrary to conditions	\$300	\$250	\$350	YES
520	4.13-4.14	Off-street parking requirements not met	\$350	\$300	\$400	YES
520	4.15	Parking and storage of commercial or industrial vehicles, equipment, or materials contrary to bylaw	\$475	\$450	\$500	NO
520	4.16	Temporary structure without valid permit	\$250	\$200	\$300	NO
520	4.17	Metal shipping container contrary to permitted uses	\$250	\$200	\$300	NO
520	4.18	Solar energy device not installed per requirements of bylaw	\$150	\$100	\$200	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
520	4.19	Building or structure contrary to flood protection provisions	\$450	\$400	\$500	YES
520	7.1-7.11	Use, siting, setback, height, size or density not permitted in RS-1 Zone	\$450	\$400	\$500	YES
520	8.1-8.6	Use, siting, setback, height, size or density not permitted in RM-1 Zone	\$450	\$400	\$500	YES
520	9.1-9.5	Use, siting, setback, height, size or density not permitted in C-1 Zone	\$450	\$400	\$500	YES
520	10.1-10.5	Use, siting, setback, height, size or density not permitted in C-2 Zone	\$450	\$400	\$500	YES
520	11.1-11.2	Use, siting, setback, height, size or density not permitted in C-3 Zone	\$450	\$400	\$500	YES
520	12.1-12.2	Use, siting, setback, height, size or density not permitted in W-1 Zone	\$450	\$400	\$500	YES
520	13.1-13.2	Use, siting, setback, height, size or density not permitted in W-2 Zone	\$450	\$400	\$500	YES
520	14.1-14.5	Use, siting, setback, height, size or density not permitted in CU-1 Zone	\$450	\$400	\$500	YES
520	15.1-15.2	Use, siting, setback, height, size or density not permitted in RU-1 Zone	\$450	\$400	\$500	YES
520	16.1-16.2	Use, siting, setback, height, size or density not permitted in RS-1 Zone	\$450	\$400	\$500	YES

[Successively replaced by Bylaw Nos. 434, 492, 495]

[Amended by Bylaw No. 507, 2016]

[Amended by Bylaw No. 533, 2017]

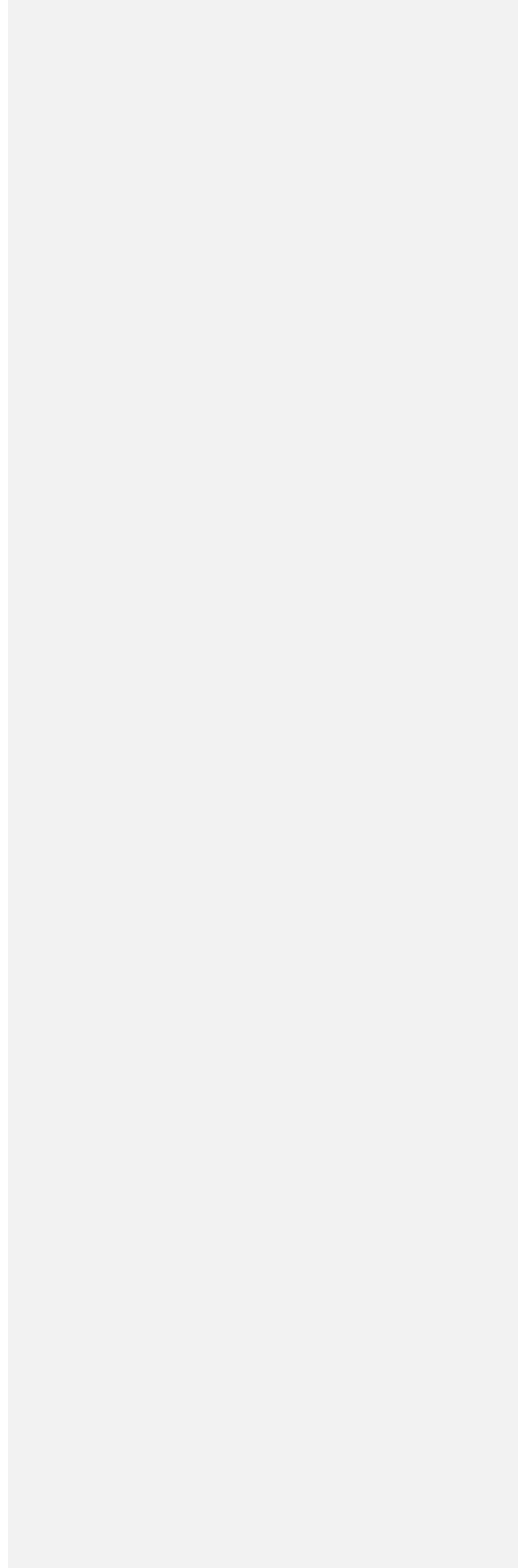
[Amended by Bylaw No. 555, 2019]

[Amended by Bylaw No. 577, 2020]

[Amended by Bylaw No. 580, 2020]

[Amended by Bylaw No. 594, 2021]

[Amended by Bylaw No. 592, 2021]



Schedule B

NORTH SHORE BYLAW NOTICE DISPUTE ADJUDICATION REGISTRY AGREEMENT

This Agreement, dated the _____ day of _____, 2019

BETWEEN:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, 355 West Queens Road,
North Vancouver, BC, V7N 4N5

("DNV")

AND:

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER, 750-17th Street, West
Vancouver, British Columbia, V7V 3T3

("DWV")

AND:

BOWEN ISLAND MUNICIPALITY, Box 279, 981 Artisan Lane, Bowen Island, British Columbia,
V0N 1G0

("BIM")

AND:

THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY, Box 141, 400 Centre Road, Lions
Bay, British Columbia, V0N 2E0

("VLB")

Witnesses that Whereas:

- A. Local governments have the authority under the Act to adopt a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms; and,
- B. Two or more local governments may enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system; and,
- C. The Parties have established the Registry pursuant to the Act and they jointly administer and share the costs the Registry; and,
- D. The Parties have agreed to administer the Registry in accordance with the terms and conditions set out in this Agreement;

NOW THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

Definitions

1. In this Agreement:

“Act” means the *Local Government Bylaw Notice Enforcement Act*;

“Agreement” means this Agreement;

“Authorizing Bylaws” means the bylaws adopted by the Councils of each of the Parties authorizing this Agreement;

“Bylaw Notice” has the meaning given to it in the Act;

“Oversight Committee” means the North Shore Bylaw Notice Dispute Adjudication Registry’s Oversight Committee;

“Parties” means all of the signatories to this Agreement and any other local authorities which may become signatories to this Agreement from time to time;

“Party” means any one of the Parties;

“Registry” means the North Shore Bylaw Notice Dispute Adjudication Registry established by this Agreement;

Joint Registry

2. The Parties to this Agreement agree to jointly operate a local government bylaw notice dispute adjudication system to be known as the North Shore Bylaw Notice Dispute Adjudication Registry. It is further agreed that the DNV will operate the Registry on behalf of the Parties.

Operating Concept

3. The DNV will establish, fund and operate the Registry. The DNV will recover its costs of operating the Registry by charging the other Parties on a per-adjudication basis for their proportional use of the Registry’s services.

Registry Oversight

4. The Parties agree to establish the Oversight Committee. Each Party will appoint one representative to serve on the Oversight Committee. The Parties agree that representatives will be paid employees of their respective local governments and will not be remunerated by the Registry.

5. The Parties agree that the purpose of the Oversight Committee is to ensure that:
- a) the Registry is operating in compliance with the Act and Authorizing Bylaws;
 - b) the operation of the Registry is meeting the needs of the Parties; and,
 - c) the expenses of the Registry remain reasonable and the per-adjudication cost recovery mechanism remains fair.

Operations and Logistics

6. The Parties agree that:
- a) the Registry will be located in the municipal offices of the DNV, 355 West Queens Rd, North Vancouver, B.C., V7N 4N5;
 - b) the Registry will administer the bylaw notice dispute adjudication system;
 - c) disputes will be heard by an adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws;
 - d) the DNV will select the adjudicators who may hear and determine disputes from the provincial roster of adjudicators established by the Attorney General pursuant to the Act;
 - e) adjudicators will be assigned to individual disputes in the manner prescribed by the applicable regulation pursuant to the Act or policy established by the Oversight Committee;
 - f) responsibility for the appointment, administration and funding of the position of screening officer will reside with each Party individually and will not in any way be a function of the Registry; and,
 - g) The DNV will provide and supervise all administrative services required by the Registry, subject to the following:
 - i) the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant Party if not collected by the Registry immediately following the adjudication; and,
 - ii) any penalty arising directly out of the bylaw notice itself may be paid to the relevant Party or to the Registry,

and any amounts collected by or paid to the Registry pursuant to (i) and (ii) will be credited to the relevant Party and subtracted from the amount owing by that Party for their proportional use of the dispute adjudication system.

Finance, Invoicing and Reporting

7. Each Party is responsible for its own start-up and any other costs with respect to its participation in the Registry.
8. The budget year of the Registry is the calendar year.
9. The DNV will prepare an annual operating budget for the Registry within the DNV corporate budgeting process and will fund the operation of the Registry from this budget. The DNV will recover its costs of operating the Registry, plus an administrative fee for establishing, funding and administering the Registry, from the other Parties.
10. The Registry operating budget will be based on the annual number of adjudications anticipated from each Party. The budget will set out the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including:
 - a) the estimated operational expenditures for:
 - i) office and administration including financial reporting and administrative services;
 - ii) bylaw dispute adjudicators; and
 - iii) other functions of the Registry;
 - b) the anticipated revenues (if any) of the Registry;
 - c) the difference between estimated revenues and operational expenditures for the Registry; and,
 - d) the anticipated cost per adjudication that will form the basis for invoicing Parties for use of the Registry's services.
11. Each Party must pay for its proportional use of the Registry's services. The DNV will issue an invoice for such costs (less any amounts collected directly by the Registry and deducted in accordance with section 6(g)) following each day of adjudication. The Party will pay the DNV the amount in the invoice within thirty (30) days of receipt of such invoice.
12. The Parties agree that all costs relating to legal services, witnesses, screening officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the bylaw notice in question and will not be borne by the Registry or by the DNV on behalf of the Registry.
13. No Party, nor the DNV in the name of the Registry, shall incur expenses or indebtedness on behalf of, or in the name of, the Registry outside of those in the approved DNV annual operating budget for the Registry. Requests for additional expenditure or the incurring of indebtedness must be made to the Oversight Committee. If supported by the Oversight Committee, the request will be forwarded to the DNV. The Chief Financial Officer for the DNV

shall review all such requests that are additional to the approved annual operating budget for the Registry and has sole discretion to approve, subject to adhering to DNV budget approval processes and timeframes, or to reject such requests.

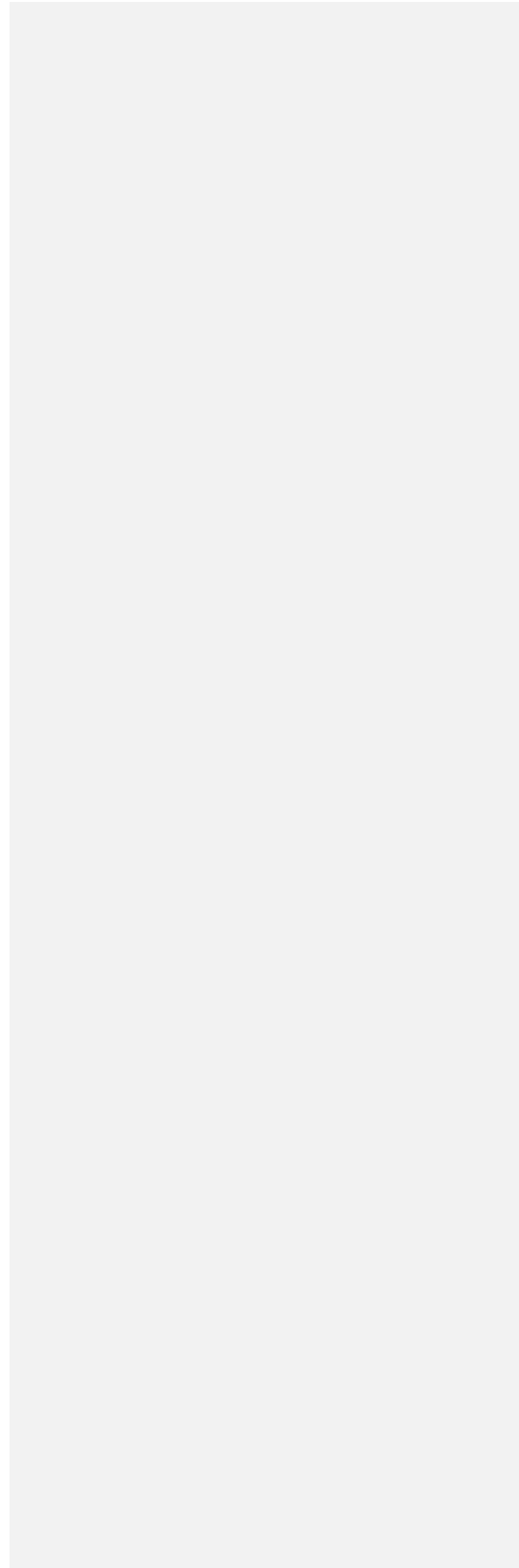
14. The DNV will ensure that its General Manager of Finance conducts and oversees the financial reporting and record keeping of the Registry based on normal municipal finance procedures, subject to the requirements outlined in this Agreement. With respect to financial administration of the Registry, the Chief Financial Officer for the DNV will:
 - a) exercise the duties and powers of the officer responsible for financial administration as provided in the *Community Charter* in maintaining the financial records for the Registry on behalf of the Parties;
 - b) ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursements, accounts receivable, general ledger, subsidiary cost ledger, financial statements and reports and supporting documents to the foregoing;
 - c) provide, when possible, any additional financial reports or analysis that the Oversight Committee may request; and,
 - d) direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls are in effect and are in accordance with the *Community Charter*.
15. The DNV will cooperate with any reasonable request by a Chief Financial Officer for a Party for access to financial records, user statistics and other information of the Registry. The Chief Financial Officer of a Party may, acting reasonably, with a view to minimizing the administrative burden on the DNV and no more than once per year of the term of this Agreement, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry.

Indemnity and Insurance

16. The Parties agree that in the event that the DNV is named in a legal action arising in any way, directly or indirectly, from the operation or administration of the Registry or any adjudication conducted pursuant to this Agreement, then the Party who issued the Bylaw Notice associated with or giving rise to the legal action will indemnify the DNV for all of its costs, including staff time and solicitors and professional fees and disbursements, for responding to and defending against such legal action except in the case of dishonesty, gross negligence or malicious or wilful misconduct by the DNV. Such costs will be paid within 30 days of receipt of an invoice for same from the DNV.
17. Each Party is responsible for maintaining its own liability insurance in respect of its participation in this Agreement. Such insurance must cover any liability that may arise from the negligence of such Party related directly or indirectly to or arising in any way from participation in this Agreement. Each Party must immediately inform the other Parties if the insurance coverage required herein is cancelled, expired or has otherwise lapsed.

General Provisions

18. The Parties will negotiate in good faith any proposed amendment(s) to this Agreement upon request by any Party. All amendments to this Agreement must be in writing and executed by each Party.
19. The Parties will submit any dispute arising out of the interpretation or application of this Agreement:
 - a) first, to the Oversight Committee to resolve the dispute;
 - b) second, if the Oversight Committee is unable to resolve the dispute within sixty (60) days, to the Chief Administrative Officers of the Parties; and,
 - c) third, if the Chief Administrative Officers are unable to resolve the dispute within sixty (60) days, to the Inspector of Municipalities or, at the election of the Parties, to a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Parties.
20. Any Party may withdraw from this Agreement upon six (6) months' written notice to the other Parties.
21. This Agreement comes into effect on the date noted above.





THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Bylaw Notice Enforcement No. 385, 2006, Amendment Bylaw No. 616, 2022

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

Bylaw Notice Enforcement Bylaw No. 385 Amendment Bylaw No. 616, 2022

A bylaw to amend Bylaw Notice Enforcement Bylaw No. 385, 2006

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited for all purposes as "Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 616, 2022"
2. Bylaw Notice Enforcement Bylaw No. 385, 2006, as amended, is hereby amended as follows:
 - (a) Schedule A of Bylaw 385 - Designated Bylaw Contraventions and Penalties is amended by decreasing the Late Payment Penalty amounts in Bylaw 413 subsections 10(a) to 10 (l) and subsection 12 as follows:

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
413	10 (a)	Park in contravention of a traffic control device	\$195	\$100	\$195	YES
413	10 (b)	Fail to display insurance decal	\$135	\$65	\$135	YES
413	10 (c)	Park on or too near crosswalk	\$135	\$65	\$135	YES
413	10 (d)	Park near traffic control device	\$135	\$65	\$135	YES
413	10 (e)	Park on bridge	\$135	\$65	\$135	YES

413	10 (f)	Park near fire hydrant/equipment	\$240	\$120	\$240	YES
413	10 (g)	Park to obstruct or interfere with traffic/maintenance	\$240	\$120	\$240	YES
413	10 (h)	Park without permit for zone	\$195	\$100	\$195	YES
413	10 (i)	Park too near driveway	\$135	\$65	\$135	YES
413	10 (j)	Park more than 72 hours	\$165	\$80	\$165	YES
413	10 (k)	Park more than 24 hours in snow	\$135	\$65	\$135	YES
413	10 (l)	Park in intersection	\$135	\$65	\$135	YES
413	12	Park near school	\$135	\$65	\$135	NO

READ A FIRST TIME
READ A SECOND TIME
READ A THIRD TIME
ADOPTED

Mayor

Corporate Officer

**Certified a true copy of Bylaw Notice Enforcement No. 385, 2006,
 Amendment Bylaw No. 616, 2022, as adopted.**

Corporate Officer



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Regular Council Meeting: March 1, 2022

General Correspondence:				
Date Rec'd	FROM	TOPIC	ACTION	Page No.
1-Feb-22	G1 Village of Chase	BC Wildfires Petition Letter of Support	For Information	1
15-Feb-22	G2 Variety - the Children's Charity	Show of Hearts Telethon	For Information	3
17-Feb-22	G3 MP Weiler	Canada Learning Bond	For Information	5
17-Feb-22	G4 MP Weiler	Public Transit Investment	For Information	6
22-Feb-22	G5 L. Macphee	Learning Assignment	Requesting a souvenir	7
22-Feb-22	G6 Town of Oliver	BC Wildfires Petition Letter of Support	For Information	8
Resident Correspondence:				
Date Rec'd	FROM	TOPIC	ACTION	Page No.
14-Feb-22	R1 H. Berendes	house cats	For Information	16
20-Feb-22	R2 C. Little	Parking	For Information	17
20-Feb-22	R3 A. Bradshaw	Parking	For Information	21
20-Feb-22	R4 R. Caspersen	Parking	For Information	22



Village of Chase

PO Box 440, 826 Okanagan Ave,
Chase, British Columbia V0E 1M0
Office: 250.679-3238
Fax: 250.679-3070
www.chasebc.ca

February 1, 2022

Via email: mel.arnold@parl.gc.ca

Mel Arnold, Member of Parliament
North Okanagan-Shuswap
House of Commons
Ottawa, Ontario
Canada
K1A 0A6

Dear Mr. Arnold:

RE: BC Wildfires Petition-District of Lillooet

At their January 11, 2022 regular meeting, the Village of Chase Council considered correspondence from the District of Lillooet regarding the increasing risk and occurrences of wildfires, landslides and flooding in British Columbia.

In support of the 'Call to Action' petition and the District of Lillooet's motion, the following resolution was passed by Chase Council:

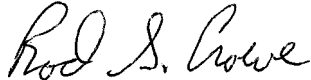
"THAT the Village of Chase send a letter to our Member of Parliament, Mel Arnold and copy our Member of the Legislative Assembly, Todd Stone, the Minister of Forests, Lands, Natural Resources Operations and Rural Development, the Minister of Public Safety and Solicitor General, the Premier of British Columbia (with copies to the District of Lillooet and all UBCM member local governments) requesting that our Provincial and Federal Governments provide better forest management and wildfire protection practices in British Columbia by reviewing and assessing the current policies and guidelines and inviting feedback from a wide variety of stakeholders, with the sincere intent to make meaningful changes to the forest management and wildfire protection practices in British Columbia to provide better protection for all of us from wildfires, landslides, and floods."

As we are all aware, the wildfires, landslides and floods that have ravaged so much of British Columbia over the past years will only continue to damage valuable forests, businesses, homes and take the lives of humans and animals, if no action is taken to lessen the effects of climate change in BC with particular attention to forest management and wildfire protection practices.

We respectfully request that you share this correspondence with the House of Commons, and that the Call to Action will be answered as quickly as possible.

Sincerely,

VILLAGE OF CHASE

A handwritten signature in cursive script that reads "Rod S. Crowe".

Rod Crowe, Mayor

Cc: Todd Stone, MLA, Kamloops-South Thompson
District of Lillooet
All UBCM Member Local Governments

From: [Lions Bay Reception](#)
To: [Agenda](#)
Subject: FW: Your municipality has been challenge! Join the Show of Hearts Gold Panel for BC's kids.
Date: Wednesday, February 16, 2022 8:42:59 AM

From: Anna Polden <anna.polden@variety.bc.ca>
Sent: Tuesday, February 15, 2022 5:41 PM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Your municipality has been challenge! Join the Show of Hearts Gold Panel for BC's kids.

Good morning!

I hope this email finds everyone at Village of Lions Bay well.

My name is Anna. I'm reaching out to you on behalf of **Variety – the Children's Charity** to share the news of our iconic fundraising event – the *Variety Show of Hearts* telethon – returning to Global BC next week, and to invite your staff to participate in this year's virtual **Gold Panel!**

Like you, we believe that all kids in BC deserve to have the opportunity to reach their unique potential. For over 55 years, Variety BC has ensured children with special needs across the province receive the support they need.

By joining our Gold Panel, passionate city staff at **Village of Lions Bay** who too been personally touched by a child with special needs can be a part of the Variety family aiming to raise \$50,000 to provide critical support to an additional 20 kids across BC.

We're challenging municipalities across the province to step up and form a Gold Panel team to support children right in your community who turn to Variety for mobility equipment, specialized therapies (such as speech & language therapy, physiotherapy, and occupational therapy), mental wellness counselling, special education tuition and tutoring, and crucial medical supplies like hearing aids.

Last year, we introduced funding for private autism assessments, and new this year we will begin funding psycho-ed assessments, equine therapy, and music therapy. Variety has quickly gone from receiving 10 applications in a week, to receiving over 10 applications a day, and we need your help to keep up with the demand and help even more kids in 2022. Our families have certainly faced adversity in life, and we'd be honoured to help show that their community stands with them.

If you have staff who would like to join us, I welcome you to visit the [Show of Hearts Gold Panel website](#) and [Form a Gold Panel Team](#). The Team Captain of each municipality will automatically be entered to win a \$50 gift card to White Spot! Plus, you can *challenge* another municipality to a little friendly competition, and we'll scroll your name during this year's *Show of Hearts Telethon* on Global BC!

Together with your help, and by sharing your fundraising page with your network of friends, family

and colleagues, Variety will be able to say 'YES!' to more families across the province.

We're here to help as much as we can throughout your campaign. If you'd like any assistance setting up your fundraising page or would like to find out more info about our Gold Panel, please feel free to email or call me anytime.

I hope you'll join us in making a difference in the lives of kids and their families across BC!

PS – the 56th Annual *Variety Show of Hearts Telethon* airs Saturday, February 26th from 1:00 pm to 5:30 pm, hosted by Chris Gailus, Sophie Lui, Kristi Gordon, Neetu Garcha, Paul Haysom and Jay Janower from Global BC and with special performances by sixteen-time Grammy Award-winning music producer & composer, David Foster, singer-songwriter & actress, Katherine McPhee, and seven-time Juno Award-winning blues rocker, Colin James. We hope you enjoy the show!

Sincerely,
Anna

Anna Polden

Donor Relations Officer
Variety - the Children's Charity

Direct: 604.268.3898
variety.bc.ca

Connect with us on social media! [Facebook](#) | [Twitter](#) | [Instagram](#)



Links in this email:

- Show of Hearts Gold Panel website: http://tccbc.convio.net/site/TR?fr_id=1190&pg=entry
- Form a Gold Panel team:
https://secure2.convio.net/tccbc/site/TRR/Events/Telethon2022;jsessionid=00000000.app20093a?pg=tfind&fr_id=1190&fr_tm_opt=new&NONCE_TOKEN=F24E5AAF7187EA4E4E519C16F24826C6



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Patrick Weiler

Member of Parliament
West Vancouver-Sunshine Coast-Sea to Sky Country

February 17, 2022

Dear Friends & Neighbours,

In today's ever-changing labour market, post-secondary education has never been more important. Most jobs require some form of training, whether an apprenticeship, trade school, college, university, or CEGEP. That is why the Government of Canada is taking action to ensure young people have the financial supports they need to access higher learning opportunities so they can join the workforce.

Earlier this month, the Minister of Employment, Workforce Development and Disability Inclusion, Carla Qualtrough, highlighted a new way to access funding through the Canada Learning Bond (CLB) to support students in their post-secondary studies. The Canada Learning Bond is money the Government of Canada adds to a Registered Education Savings Plan (RESP) to help pay for the cost of full- or part-time studies after high school.

As of January 1, 2022, eligible Canadians who were born in 2004 or later, who did not receive the CLB as children, can apply for it themselves when they turn 18, until the day before they turn 21. Approximately two-thirds of children born in 2004 or later are eligible for at least \$500 through the CLB, or an average payment of \$1,300 per eligible child.

The CLB provides up to \$2,000 toward a Registered Education Savings Plan (RESP), with no contribution required from the individual. Eligible Canadians can apply for the CLB with their financial service provider by opening an RESP and requesting the Bond. Those who already have an RESP are encouraged to check with their financial service provider to see if they may be eligible for the CLB.

The CLB is among a host of learning, job-creation and skills development supports offered by the Government of Canada. Those supports are part of the Government of Canada's ongoing effort to make it easier for young Canadians to access post-secondary education and training options that will lead to good, well-paying jobs.

[For more information about the CLB, please visit this webpage.](#) If you have any questions, please do not hesitate to reach out to our office.

Sincerely,

A handwritten signature in black ink, appearing to be 'P. Weiler'.

Patrick Weiler, MP
West Vancouver-Sunshine Coast-Sea to Sky Country



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Patrick Weiler

Member of Parliament
West Vancouver-Sunshine Coast-Sea to Sky Country

February 17, 2022

Dear Friends & Neighbours,

Today, the Honourable Chrystia Freeland, Deputy Prime Minister and Minister of Finance, **announced that the Government of Canada intends to introduce legislation to invest up to \$750 million to support municipalities facing transit operating shortfalls, in collaboration with provinces and territories.** This one-time payment would help cities maintain service levels despite decreased ridership as a result of the pandemic.

To increase the impact of this investment, funding would be conditional on provincial and territorial governments matching this federal contribution and accelerating their efforts to improve housing supply, in collaboration with municipalities.

Our Government is building on previous transit investments during the pandemic. In July 2020, the federal government announced it would invest up to \$2 billion to support municipalities with COVID-19 operating costs and \$2.4 billion to cost-match any additional provincial/territorial contributions to public transit operations under the Safe Restart Agreement. In March 2021, the federal government provided a one-time additional investment of \$2.2 billion to address infrastructure priorities in municipalities and First Nations communities by doubling the Canada Community-Building Fund.

This proposed investment is also in addition to the \$14.9 billion over eight years, with \$3 billion per year in permanent funding starting in 2026-27, announced in 2021 for public transit projects across Canada.

By supporting municipalities to maintain their public transit systems and encouraging all levels of government to work together, this partnership would support Canada's economic recovery and make life more affordable in cities across the country.

We look forward to updating you on the details of this investment in weeks and months to come. If you have any questions about this announcement, please do not hesitate to reach out to our office.

Sincerely,

A handwritten signature in black ink, appearing to be 'P. Weiler'.

Patrick Weiler, MP
West Vancouver-Sunshine Coast-Sea to Sky Country

Feb 21 2022

Dear, Neville Abbot

My name is Lucy Macphee I am in grade 10 and I go to Souris Regional School. In my Geography class we are learning about the Culture and geography of Canada. For an assignment we had to choose a small community from a province that we have never been to. I have done some research on Lions bay and have learned that this community is quite small, though not as small as where I live in PEI I feel as though there are some similarities. I chose to research Lion's bay because the history interested me and The cliff jumping looks so fun! I learned that Lions bay has many mountains and hiking trails. I also learned that the population of Lions bay is just a little more than my community. Lastly, I have a question about Lion's bay... What colour is the dirt in Lion's bay? Our dirt here is red. Finally, as apart of my project, I would love to receive a souvenir of your town to present to my class. My teacher has suggested this could be a sticker, pin, flag or map of your area. Thank you for taking the time to read my letter.

Sincerely,

Lucy Macphee

February 22, 2022

Email: Richard.cannings@parl.gc.ca

Mr. Richard Cannings, MP
South Okanagan-West Kootenay
House of Commons
Ottawa, ON K1A 0A6

Dear Mr. Cannings:

Re: BC Wildfires Petition – Letter of Support

At the February 14, 2022 Regular meeting Oliver Council resolved to support the BC Wildfires Petition originally from the District of Lillooet, and to further request our Member of Parliament to present this letter to the Clerk of Petitions and upon receiving certification, to the House of Commons.

The BC Wildfires petition that was previously sent to BC Municipalities from the District of Lillooet, is addressed to the Government of Canada and asks for the Government of BC and Canada to empower local persons, those working with licensees, industry and contractors, Indigenous communities, ranchers and workers such as fire fighters, forestry workers, and all those that see the day-to-day issues and have front line knowledge to provide feedback on the inconsistencies and shortcomings with regard to forest management and wildfire prevention in order to help bring about much-needed change.

Inspired by the Ontario government who assembled an 'All Hazards Agency' that employs people to manage fire, flood and slides, we believe that BC needs this type of agency as well.

The Town of Oliver supports the District of Lillooet's belief that impacts to lumber prices and job availability, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases are trickle effects that will continue to have detrimental effects on BC's future if we do not make necessary changes to current forest practice procedures.

Consequently, the Town of Oliver calls upon the Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working to re-evaluate and change those that are not.

...2/

Page 2
February 22, 2022

We respectfully request that you present our letter supporting the District of Lillooet's BC Wildfires petition to the Clerk of Petitions and upon receiving certification, to the House of Commons.

On behalf of Council, thank you for your consideration of this request.

Yours truly,

A handwritten signature in black ink, appearing to read 'MJ', with a long horizontal flourish extending to the right.

Martin Johansen
Mayor

cc Council
Councils of BC Communities



District of Lillooet

615 Main Street, PO Box 610, Lillooet, BC V0K 1V0

Tel: 250-256-4289 **Fax:** 250-256-4288

🌐 Lillooet.ca ✉ info@lillooet.ca

December 15, 2021

File #: 0400-20

Via email: brad.vis@parl.gc.ca

Brad Vis, MP for Mission-Matsqui-Fraser Canyon
House of Commons
Ottawa, Ontario K1A 0A6

To: Mr. Brad Vis:

RE: BC Wildfires Petition

The District of Lillooet (the "District") Councillor Laurie Hopfl has taken part in conversations with many stakeholders across our community regarding the needed changes to protect BC forests and every living thing in them.

On December 7, 2021, Councillor Hopfl made a notice of motion at the District Regular Council Meeting and sought Council support for a call to action as outlined in a petition, "BC Wildfires" that was signed by 46 Lillooet area residents.

The BC Wildfires petition, enclosed with this correspondence, is addressed to the Government of Canada and asks for the Government of BC and Canada to empower local persons, those working with licensees, industry and contractors, Indigenous communities, ranchers and workers such as fire fighters, forestry workers, and all those that see the day-to-day issues and have front line knowledge to provide feedback on the inconsistencies and shortcomings with regard to forest management and wildfire prevention in order to help bring about much-needed change.

Inspired by the Ontario government who assembled an 'All Hazards Agency' that employs people to manage fire, flood and slides, we believe that BC needs this type of agency as well.

We believe that impacts to lumber prices and job availability, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases are trickle effects that will continue to have detrimental effects on BC's future if we do not make necessary changes to current forest practice procedures.

Consequently, the District of Lillooet calls upon the Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working and to re-evaluate and change those that are not.

As such, the District Council passed resolution R-235-2021:

THAT Mayor and Council accept the petition "BC Wildfires" for information;

AND THAT the petition be provided to the House of Commons and that MP Brad Vis may address the petition there;

AND THAT staff write a letter on behalf of Mayor and Council that reiterates and supports the points in the petition;

AND FURTHER THAT the letter be sent to the MLA, MP, and all Councils of BC communities.

We respectfully request that you present the BC Wildfires petition to the Clerk of Petitions and upon receiving certification, to the House of Commons.

We invite other BC communities to adopt similar resolutions and join our efforts to bring about change in BC.

On behalf of Council, thank you for your consideration of this request.

Sincerely,



Mayor Peter Busse
District of Lillooet

cc: All UBCM Member Local Governments
Jackie Tegart, MLA for Fraser-Nicola
encl. BC Wildfires petition

BC Wildfires:

Whereas:

We are calling for better forest management and wildfire prevention as well as empowering Local People, working with Licensees, Industry & Contractors, Indigenous Communities, Ranchers, and boots on the ground workers such as Fire Fighters, Forestry workers, and all those that see day to day issues and have the frontline knowledge to provide feedback on the inconsistencies and can help to create change.

Ontario created an 'All Hazards Agency' that employs people to manage fire, flood and slides. We believe BC needs this too. Create full time, year around employment for forest restoration and management for fire fighters.




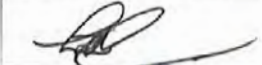


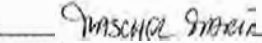
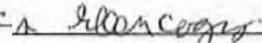
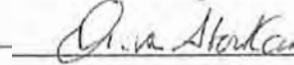
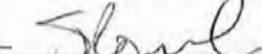
The trickle effect of lumber prices and availability along with jobs, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases will have an alarming effect on BC's future if we don't change the current forest practice procedures.

We need to make a change to protect BC Forests and every living thing in it.

Therefore:

This petition is calling on our Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working and to re-evaluate and change those that are not.

Reference: Youtube: 'A Valley Destroyed', The story of Monte Lake & Paxton Valley, Part 1 & 2

	NAME (PRINT)	ADDRESS (FULL Address and City)	EMAIL (PRINT)	SIGNATURE (SIGN)
1.	Renee Angus	1-2220 Hwy 99 N Lillooet BC.		Renee Angus
2.	Jaqueline Babel	697 Columbia St Lillooet, BC V0K1V0		
3.	H. Alton	7389 Hwy 12 Box 2064		
4.	D. Adolph	PO Box 264 1251 Ruswick E. Lillooet, B.C., V0K1V0, CA		
5.	L. Watterson	PO Box 701 #3-118 1192 Ave. Lillooet BC V0K1V0		
6.	Jami Doyle	PO Box 1843 Lillooet BC V0K1V0		
7.	Chelsea Atkinson	PO BOX 2007 Lillooet BC V0K1V0		
8.	Amarin Amshur	133 PINE RIDGE RD LILLOOET, BC V0K1V0		
9.	Elle A Coggins	PO. Box 1036 Lillooet BC V0K1V0		
10.	Orra Storckan	Box 916 Lillooet BC V0K1V0		
11.	Frank Binnett	Box 1108 Lillooet BC V0K1V0		

THEREFORE

NAME (PRINT)	ADDRESS (FULL Address and City)	EMAIL (PRINT)	SIGNATURE (SIGN)
Robin Jones	123 Main Avenue Mission		Robin Jones
12. Betty Crossler	415 Sumner Rd		E. G. Crossler
13. BARBARA WESTON	640 SUMNER		Barbara Weston
14. Paddy Weston	116-11 th AVE		P. Weston
15. JUDY LORD	652 MAIN ST		J. Lord
16. Daryle Hayward	112 Hoey		Daryle Hayward
17. Shirley Mackay	2527 Transcan Lytton, BC Hwy		S. Mackay
18. Patrick Loring	2527 Transcan Lytton, BC Hwy		Patrick L. Loring
19. B McCandless	Texas Ck Hill		B. McCandless
20. Debbie Cain	16.5 Ponderosa Hwy		Debbie Cain
21. Mario Tajama	Yalalom Rd 1990		Mario Tajama
22. JUDY LORD FRICKIN	632 MAIN ST		J. Lord
23. Ron Taylor	405 Kennedy Pa		RON TAYLOR
24. Karne Jolly	689 Columbia		Karne Jolly
25. Wendy Barman	Box 1402, Lilloet		Wendy Barman
26. Patricia	11 11		Patricia
27. BRETT WETTER	WINNIPEG		Brett Wetter
28. LACH MACDONALD	760 MOMA RD		Lach MacDonald
29. LAUREN WETTER	PO Box 2045 Lilloet B.C.		Lauren Wetter
30. Brian & Weeks BRIAN & WEEKS	270 TAYLOR RD.		Brian & Weeks

ONCE BOTH SIDES OF THIS PETITION ARE COMPLETED, PLEASE RETURN THIS PAGE POSTAGE-FREE TO:
BRAD VIS, MEMBER OF PARLIAMENT – House of Commons, Ottawa, ON K1A 0A6

A paper petition must contain a minimum of 25 valid signatures with addresses. A petition must contain original signatures written directly on the document and not pasted, taped, photocopied or otherwise transferred to it. Each petitioner must sign (not print) their name directly on the petition and must not sign for anyone else. If a petitioner cannot sign because of illness or disability, this must be noted on the petition and the note signed by a witness.

PETITION TO THE GOVERNMENT OF CANADA

BC Wildfires:

Whereas:

We are calling for better forest management and wildfire prevention as well as empowering Local People, working with Licensees, Industry & Contractors, Indigenous Communities, Ranchers, and boots on the ground workers such as Fire Fighters, Forestry workers, and all those that see day to day issues and have the frontline knowledge to provide feedback on the inconsistencies and can help to create change.

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NAME (PRINT)	ADDRESS (FULL Address and City)	EMAIL (PRINT)	SIGNATURE (SIGN)
Robin Jones	123 Main Avenue Mission		<i>Robin Jones</i>
31. LAURIE HOPL	P.O. Box 1428 LILLOOET, BC		<i>Laurie Hoppl</i>
32. G VANDERWOLF	P.O. Box 1358 LILLOOET		<i>A. Vanderaaf IS.NET</i>
33. Hannah Weeks	270 Taylor Rd Lillooet B.C.		<i>HWeeks</i>
34. WAYNE COOK	Box 1507 Lillooet, B.C.		<i>Wayne Cook</i>
35. Bob Armitstead	Lillooet BC		<i>Bob Armitstead</i>
36. Ron McKay	Lillooet BC		<i>Ron McKay</i>
37. Michael/Sam	Lypton BC		<i>Michael/Sam</i>
38. Maria Torres	Lillooet		<i>M. Torres</i>

ONCE BOTH SIDES OF THIS PETITION ARE COMPLETED, PLEASE RETURN THIS PAGE POSTAGE-FREE TO:

BRAD VIS, MEMBER OF PARLIAMENT – House of Commons, Ottawa, ON K1A 0A6

From: [REDACTED]
To: [Karla Duarte](#)
Subject: Protecting wild birds in Lions Bay; Ref.: last Newsletter
Date: Monday, February 14, 2022 10:37:50 AM

Hello, this is a commendable cause. However, your measures are only half-measures if not less than that. The MAJOR danger for our wild bird life are HOUSE CATS. This topic is well researched and countless scientific studies exist. In the US alone an estimated 1-4 billion birds are killed by house cats annually. These pets are well fed and rested but they still maintain their predatory instinct and KILL FOR THE THRILL, it is their main sport! Everybody who is familiar with them knows, that they -if permitted to run free- will deliver home a kill every day! Many municipalities have tackled this problem with by-laws. So Council, please close this gigantic gap. If you look the other way, your tree/shrub cutting measures are only half measures!

While on the topic: Cat poop is equally a concern as is dog poop. As every garden owner knows, their poop is everywhere. It is also loaded with pathogens and parasites that are especially dangeroud to young children who love to be on the ground and putting their hands into their mouths etc. etc. Neighbours cannot say anything to the cat owning neighbours because these cats are their pets and babies.... So Council,officially address this aspect of pet ownership since you are so good in describing the dog poop problem.
Heike Berendes

From: [REDACTED]
To: [Council](#)
Subject: Enforcement of Permit Parking on Mountain Dr
Date: Sunday, February 20, 2022 1:40:20 PM

Hi,

I want to start by saying thank you to the village council for all your work on the parking issues in the past 2 years. I know there are no solutions that will please everyone and I appreciate you taking the time to listen to our feedback.

I'm reaching out in hopes of getting some information on what we, as residents, are able to do when non-residents without permits are parked in permit spots.

We came home today from an overnight trip to find one such car parked in the parking pad in front of our house and no permit spots available in the vicinity. Most of our permit parking on Mountain has already been switched to public/pay parking and the spots near our house are regularly full.

We absolutely understand that the spots on the street in front of our home can be used by anyone with a permit and have no issues with that.

On sunny days, we hate having to go out and return during "hiking hours" because we often lose our parking spot to a car that isn't permitted to park there in the first place.

It used to be a summer-only problem, but it is now affecting us year-round when the weather is nice.

I would like to suggest that at least 2 more spots across the street from 220 & 230 Mountain be made Permit Only.

I would also like some information on what we are able to do when cars are illegally parked in permit spots and bylaw isn't working. Are we able to call to have them towed? Can the "permit only" zones be updated to indicate that cars without permits will be towed?

I don't have issues with people coming to the village to hike, but am very frustrated when the rules are broken, residents are inconvenienced, and we have no recourse.





Thank you,

Christine Little - [REDACTED]

From: [REDACTED]
To: [Council](#)
Subject: Enforcement of parking issues
Date: Sunday, February 20, 2022 1:56:27 PM

Hi there,

So it looks like the insanity for the parking issues has already hit this year!

The common sense of not parking directly in front of a fire hydrant is not being followed, as well as some of the hikers ignoring the permit only designation and freely parking in those spots.

Mountain has gotten even busier, if that's possible, with the local spots just before 260 are regularly packed as well as the road being full on the side with hikers cars.

I would like to see more spots designated for residents, as now if we have to move our car we will not be able to park anywhere near our properties.

I understand people want to get out and explore around our village, but I strongly believe that residents should be able to function without dreading to move their vehicles on nice days...let alone if we want to have a guest over!

I do understand that parking is a massive headache to try to balance, but right now, I feel it is more in favor of the hikers than the residents.

Sincerely,

Andrea Bradshaw
[REDACTED]

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From: [Agenda](#)
To: [Karla Duarte](#)
Subject: FW: Blocking a fire hydrant / parking
Date: Thursday, February 24, 2022 3:42:36 PM

From: Rebecca Caspersen <[REDACTED]>
Sent: Sunday, February 20, 2022 2:10 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Cc: Gail Craig <[REDACTED]>; Council <council@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>; Agenda <agenda@lionsbay.ca>
Subject: Re: Blocking a fire hydrant / parking

Hi,

Just to add the car now parked on the other side of the hydrant is also not the requisite 5 metres from the hydrant. :-) See attached

Both cars are still there.

Thanks.

Rebecca

On Sun., Feb. 20, 2022, 11:45 a.m. Rebecca Caspersen, <[REDACTED]> wrote:

Thanks Ron. I appreciate the follow up. Also, I wanted to add a thank you for getting the porta potty up at the Sunset trailhead earlier than previous years and now adding the second one earlier too. I still would like to see a toilet there year round as we did have some busy days before the porta potty was installed.

Sooooo...you won't believe it, but once again there is a car parked right by the fire hydrant (see attached picture). The after-the-fact ticketing doesn't seem to deter others from doing the same thing. Also, once again it is a busy day with non-permitted cars in permit only spots and in front of the Sunset trail access on Mountain (I think no parking signage may be needed by the trailhead as it is difficult to access it with a car there).

When do the bylaw officers start this year?

Yes, it would be helpful to have year-round pay parking and use the funds to have toilets year-round and hire the bylaw officers earlier in the year.

Thank you.

Rebecca

On Fri., Feb. 18, 2022, 4:27 p.m. Ron McLaughlin, <mayor.mclaughlin@lionsbay.ca> wrote:

Good afternoon Rebecca and Gail. Happy Friday and long week end.

Thank you both for contacting Council on the hiker who parked in front of

the fire hydrant. You also raised other questions.

The hiker has been sent a ticket. With the documentation and the photo you provided this was possible even though he was not served the same day. During Tuesday's Council meeting the possibility of Chief Oliver writing a ticket, when a similar situation arises, and having one of LB F & R personnel stay at the location until a tow truck arrived was discussed. Staff will follow up with the Fire Chief.

This year is the earliest we have seen visitors return to the Village. The 2022 Parking Plan will be presented by staff to Council on March 1st. Keeping street side and lot pay parking, and BEO's in place earlier this year, and year around thereafter, will be part of the discussion. Council is very aware of the visitor onslaught parts of our Community face when the weather is nice, now winter as well as summer. Our intention is to get an early jump on how we handle the visitors and deploy our resources.

Warm regards to both of you and keep well,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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