



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MARCH 15, 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/88063586250>

To join via phone, dial 778-907-2071 – Meeting ID: 880 6358 6250

AGENDA

1. Call to Order

2. Closed Council Meeting (6:00 PM)

Proposed topics for discussion in the absence of the public:

- A. Citizen Awards
- B. Committee Appointments
- C. Land
- D. Legal
- E. Labour
- F. Intergovernmental Relations

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;
- (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;

(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); and

90 (2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

Council does not anticipate reconvening the open meeting for any purpose other than to adjourn the meeting generally and report out if applicable.

[OR]

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

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. Dr. Steven Weijs, University of British Columbia (UBC) regarding the UBC Hydrology study of the Lions Bay watershed (page 9)

7. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – March 1, 2022 (Page 29)
 THAT the Regular Council Meeting Minutes of March 1, 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
248	March 1, 2022	R1 H. Berendes re house cats	Councillor Bain to speak with bird friendly group and respond
249	March 1, 2022	R2 C. Little re parking	Councillor Bain to respond
250	March 1, 2022	R3 A. Bradshaw re parking	Councillor Bain to respond
251	March 1, 2022	R4 R. Caspersen re parking	Councillor Bain to respond

10. Reports

A. Staff

i. Film Application (Page 41)

(1) THAT the film permit application for “Whale Productions Inc.” be approved, subject to the following conditions:

- (a) Parking – All trucks and crew vehicles to be parked on private driveways and either at Brunswick Pit or Sunset Marina (TBD)
- (b) Hours – to be in accordance with the schedule provided by the applicant in their letter;
- (c) Noise – exemption from Noise Control Bylaw No. 283, 1998, subject to all steps necessary being taken to minimize noise and disturbance to residents during both daytime and nighttime hours;
- (d) Fees – filming fees and parking fees to be in accordance with the fees under the current policy;
- (e) Neighbour polling – The polling threshold for objections from Affected Households is set at no more than 15%;
- (e) Neighbour notification – a neighbour notification letter be hand delivered to the affected residents by March 18th, to advise them of Council’s decision.

(2) THAT the CAO be authorized to sign any filming permit or other incidental documentation.

ii. CFO: 2022 Preliminary Budget (Page 51)

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

- iii. PWM: 340 Oceanview Road Encroachment Agreement & s. 210 Covenant (Page 77)
THAT the Municipality enter into an Encroachment Agreement with the Owner of 340 Oceanview Road in substantially the same form as the draft Agreement attached to this report; and
THAT the CAO or CFO and Mayor be authorized to execute the Encroachment Agreement.
 - iv. Addendum to Housing Needs Assessment Report (Page 93)
THAT Council approves the Addendum to the Village of Lions Bay Housing Needs Assessment Report, attached to the report titled: “Addendum to Housing Needs Assessment Report” presented to Council at the March 15, 2022 Regular Council Meeting.
 - v. 2012-2020 Labour Analysis (Page 97)
THAT the information report “2012 – 2020 Labour Analysis” be received for information purposes.
- B. Mayor
- C. Council
- D. Committees
- i. Trees, Views and Landscapes Committee (Page 103)
 - Tree Application 119 – 220 Mountain Drive
Recommendation:
THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 119 – 220 Mountain Drive, subject to the following:
 1. Trimming is to be in accordance with the photos and requested work in the application materials;
 2. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
 3. 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:
 - a. compliance with the bylaw restrictions regarding bird nesting season,
 - b. traffic management plan *to be approved by Public Works,*

- c. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
- d. any other Municipal bylaw requirements;

AND THAT Council approve routine maintenance for a period of three years before another Tree Application is required, *subject to the foregoing conditions.*

- Tree Application 120 – 85 Sunset Drive

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 120 – 85 Sunset Drive, subject to the following:

1. Topping is to be in accordance with the photos and requested work in the application materials;
2. 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;
3. 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:
 - a. compliance with the bylaw restrictions regarding bird nesting season,
 - b. *traffic management plan to be approved by Public Works,*
 - c. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 - d. any other Municipal bylaw requirements;

AND THAT Council approve routine maintenance for a period of three years before another Tree Application is required, *subject to the foregoing conditions.*

- Tree Application 121 – 360 Oceanview Road

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 121 – 360 Oceanview Road, subject to the following:

1. Cutting, topping, trimming is to be in accordance with the photos and requested work in the application materials;
2. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
3. 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:

- a. Compliance with the bylaw restrictions regarding bird nesting season,
 - b. Traffic management plan, if applicable, *to be approved by Public Works,*
 - c. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 - d. any other Municipal bylaw requirements;
- AND THAT Council approve routine maintenance for a period of three years before another Tree Application is required, *subject to the foregoing conditions.*

- Tree Application 122 – 310 Oceanview Road
 THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 122 – 310 Oceanview Road, subject to the following:
 1. Topping / Trimming / Removal is to be in accordance with the photos and requested work in the application materials;
 2. 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;
 3. 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:
 - a. compliance with the bylaw restrictions regarding bird nesting season,
 - b. if working from the road, a traffic control plan approved by Public Works
 - c. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and any other Municipal bylaw requirements.

E. Emergency Services

- i. January and February 2022 RCMP Report (Page 167)

11. Resolutions

A. Elections Officials

THAT Council appoints Peter DeJong as the Chief Election Officer and Karla Duarte, Pamela Rooke and Hayley Cook as Deputy Chief Election Officers for the 2022 General Local Election.

12. Bylaws

A. Bylaw 611 and 616 (Page 169)

(1) THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 611, 2022, be introduced and read a first, second and third time.

(2) THAT Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 616, 2022, be introduced and read a first, second and third time.

B. Bylaw 615 – Bylaw Enforcement Officer Amendment Bylaw (Page 213)

THAT Bylaw Enforcement Officer Bylaw No. 506, 2016 Amendment Bylaw No. 615, 2022, be adopted.

13. Correspondence

A. List of Correspondence to March 11, 2022 (Page 221)

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. Reporting Out from Closed Portion of Meeting

17. Adjournment

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Water supply catchments investigation

Hydrological monitoring and modeling of Harvey and
Magnesia Creeks
Status Update - draft

Steven Weijs, with contributions from Manuela Hayn,
Sophia Eugeni, Dan Kovacek and others

Water supply catchments investigation

Hydrological monitoring and modeling of Harvey and Magnesia Creeks Status Update - draft

by

Steven Weijs, with contributions from
Manuela Hayn, Sophia Eugeni, Dan Kovacek
and others

Authors Affiliation: The University of British Columbia
Unit: HydroInfoTheory Lab
Submitted to: Lions Bay Council
Organisation: Village of Lions Bay
Place: Faculty of Civil Engineering, UBC Vancouver
Project Duration: 2017 - present

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1

Introduction

1.1. Motivation

To better predict and manage water resources under climate and population trends, both seasonally and over decades, a detailed understanding of spatial and temporal variability of streamflows is needed. This includes both streamflow and the mechanisms at the source of it, involving precipitation, snowmelt and groundwater. The water quantity monitoring in BC has been shown in 2004 to be extremely beneficial, having a 19.1 benefit-cost ratio. Nevertheless, due to limitation in funding, monitoring has not reached its full potential to generate benefits. Currently, observational capabilities are still severely constrained by limitations of budget. Further improved cost-efficiency of hydrological monitoring programs can be an important driver for progress in water resources management and hydrology, and lead to significant benefits for a wide range of sectors that depend on water information.

The municipality of Lions Bay is located on the shore of Howe Sound, at the foot of the North Shore Mountains near Vancouver, BC. For its drinking water supply, the municipality is dependent on two streams fed by relatively small catchments with some snow fields at higher elevations that last into summer. The village water supply system does not have significant storage facilities beyond what is necessary to balance out diurnal variations. In the summer of 2015, drought conditions occurred throughout the lower mainland of BC, leading to reduced streamflows in both creeks supplying Lions Bay. It was only thanks to very successful demand management that shortages were prevented. The Village initiated conversations with the Hydro-info-theory lab at UBC, to initiate a long term hydrological monitoring and research program in the Lions Bay watersheds.

1.2. Objectives

The research program has the following objectives:

- Establish a monitoring program to monitor the streamflow patterns throughout the seasons, and their generating mechanisms (weather drivers, snowpack, catchment properties), mainly focused on the dry season.
- To analyse and understand these patterns in terms of the streamflow generating mechanisms involved.
- To use the combination of data collected, available other data sources, and obtained insights to establish predictive models for streamflow in Magnesia and Harvey Creeks.
- To use those models to set up seasonal predictions / scenario generation (predict flows under various weather scenarios).
- To use models to help extrapolate the short record of observed streamflow to estimate drought risk (probability of extreme low flows in a given year).

1.3. resources available

1.3.1. contributions from the Village

As per the memorandum of understanding, the village has allocated the following resources to the project: \$2,000 per year in Cash contributions \$10,000 per year in in-Kind contributions, consisting of staff time to facilitate access and installation help for equipment.

The cash contribution has been reserved, but not yet transferred. Dr. Weijs is currently setting up a collaborative project with the BC ministry of Environment on optimization of the streamflow monitoring network in BC. By earmarking the Lions-Bay cash contribution as supporting students working on innovative streamflow monitoring methods, it can become part of the larger project. Then, the contribution can be matched by funding from NSERC (Natural Sciences and Engineering Research Council of Canada). With the NSERC matching, the accumulated contribution could support a graduate student for 1 year.

1.3.2. Funding for equipment

Dr. Weijs has successfully applied for funding from CFI and BCKDF to obtain funding for equipment to contribute to the project. Part of this funding has been used for equipment currently or previously installed near the creeks. Part of the funding is still available to establish more weather and snowpack monitoring. The total equipment funding for the Hydro-info-theory lab is roughly as follows:

- \$ 125,000 from CFI (Canadian Fund for Innovation)
- \$ 125,000 from BCKDF (BC Knowledge development fund)
- \$ 62,500 to be raised from vendor discounts, Dr. Weijs start-up funds, and in-kind contributions from Lions Bay staff for installing the equipment.

1.3.3. Students

Over the years, several students have worked on the project under the supervision of Dr. Weijs. Many of the field visits were conducted over several summers between May and August, with the help of undergraduate students. They performed over 100 flow measurements, helped with development of equipment, and participated in keeping the systems operational. In total 12 undergraduate students worked on the project for a summer. Most of these were subsidized by NSERC USRA (Undergraduate Student Research Awards), with supplemental funding from Dr. Weijs' research grants.

2

Status Update

2.1. Data collected**2.1.1. Streamflow measurements**

Streamflow measurements were performed with a technique called salt dilution gauging, where a known mass of kitchen salt is injected into the stream, and its concentration is measured downstream, through a calibrated relationship with the electric conductivity of the water. From a calculation using the area under the concentration curve, the stream flowrate can be obtained.

Over the first few years, these measurements were performed manually by Dr. Weijs and his students. Since 2018, an automated salt dilution system has been installed just downstream of the Harvey Creek drinking water intake, and later also at Magnesia creek intake. This system was developed by Gabriel Sentlinger of the company Fathom Scientific, who has contributed significantly to the project by installing and performing maintenance on the system. The system was one of the earlier installations and has subsequently been upgraded several times with new improvements. The system has now been adopted by several research organizations worldwide. The Harvey creek installation serves as one of the prime testing sites for new improvements to the system, as well as a place where new ideas for improvement are conceived.

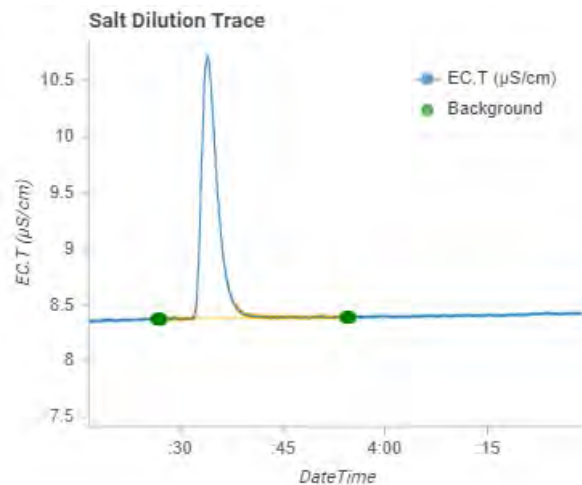


Figure 2.1: Example of EC signal downstream of injected salt pulse

2.1.2. Natural dynamics of Electric Conductivity

The "Autosalt" system described above uses loggers that record the electric conductivity of the stream water every 5 seconds to detect the salt coming through. The loggers record continuously, also outside the times when injections are done. Stand alone loggers also have been deployed. With these data, we

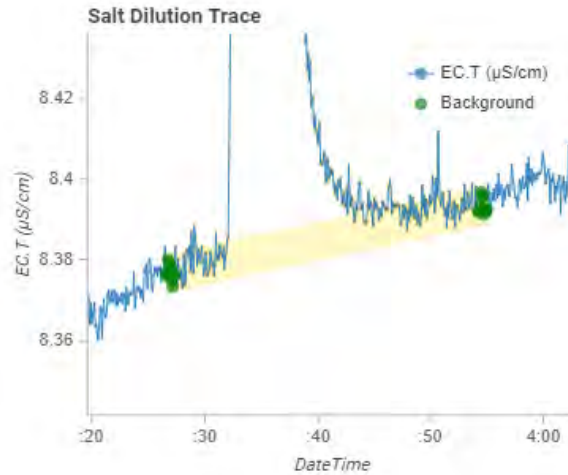


Figure 2.2: Detail of changing background concentration, which is a challenge for the measurement precision. Especially below the intake, these fluctuations are significant.

hope to infer some of the dynamics between groundwater streamflow generation and other mechanisms (surface runoff and snowmelt).

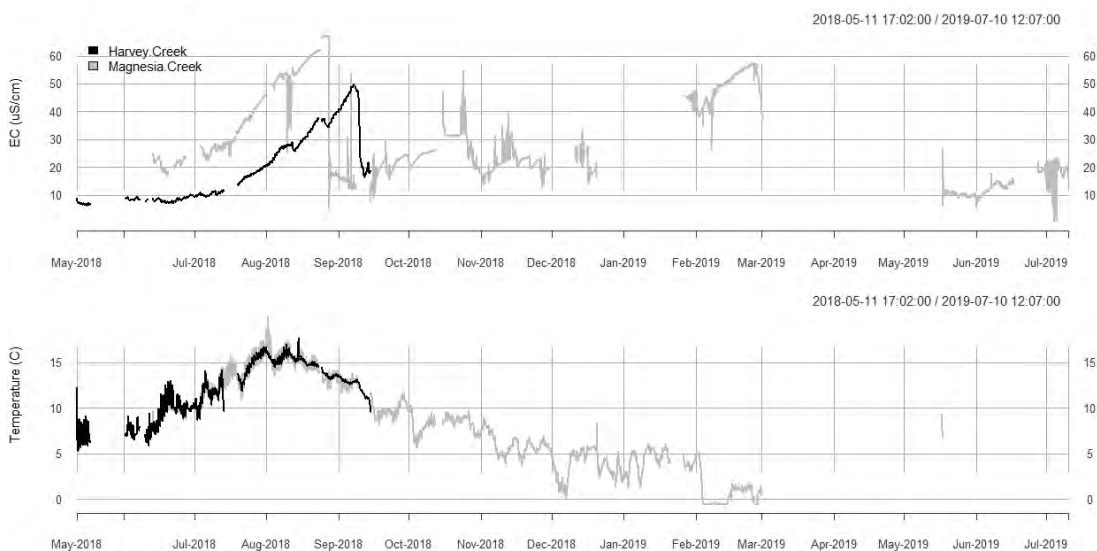


Figure 2.3: EC and temperature dynamics

2.1.3. water level logging

Water levels are logged by the autosalt installations, since they were installed. However, there are relatively many gaps in the data due to various reasons, such lack of solar charge and other failures. Apart the autosalt locations, a portable water level logger is installed in magnesia creek just upstream of the debris retention structure.

By combining the measured instantaneous discharge during the salt dilution gauging experiment with the water levels measured, we can obtain a so-called rating curve, which can then be used to convert recorded water level into discharge; See Figure 2.4.

2.1.4. isotope data

A brief campaign to sample water from various sources in the catchment, such as snow, shallow ground-water, and stream water, was conducted by M.A.Sc. student Manuela Hayn, with help of other students.

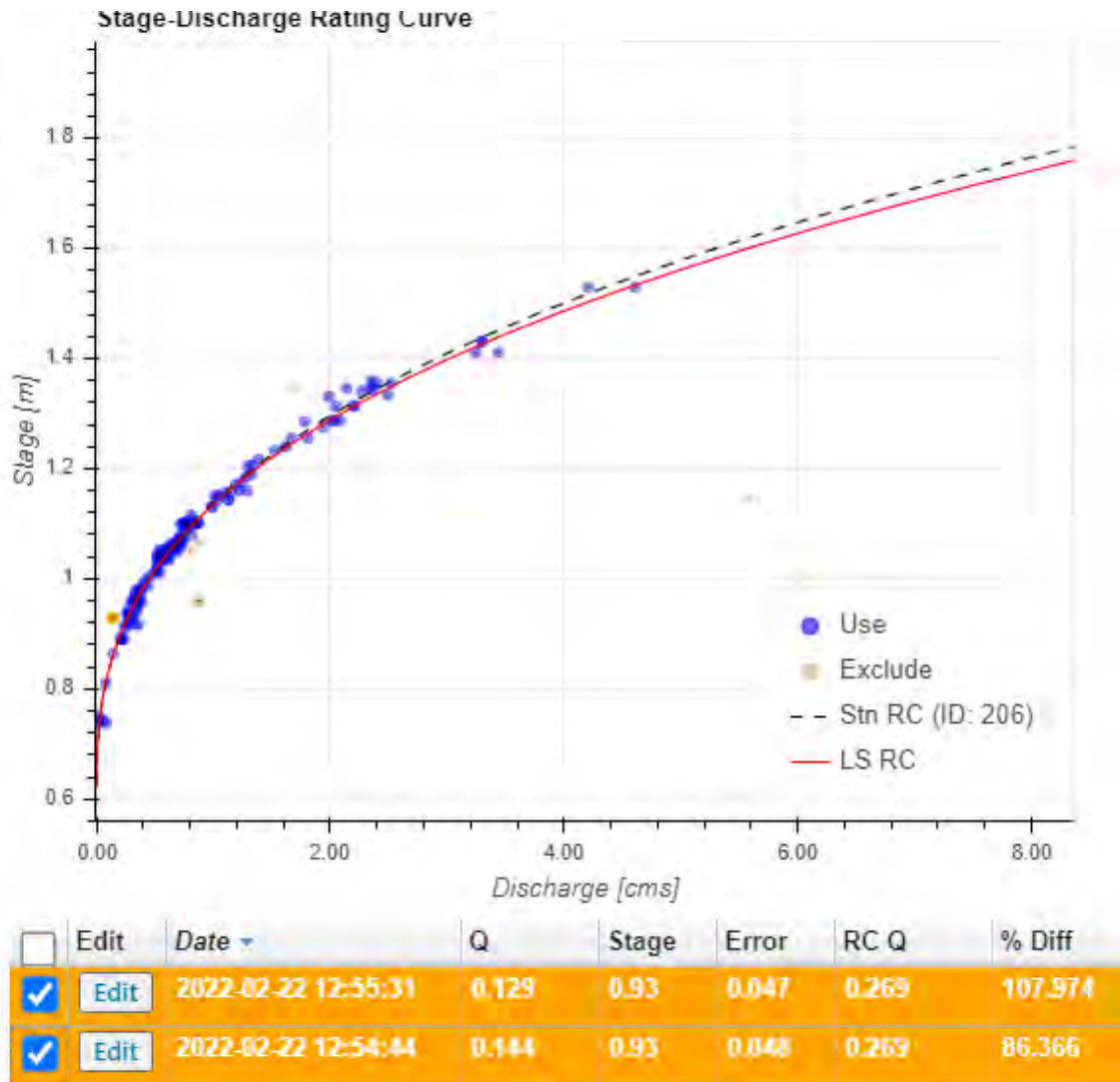


Figure 2.4: The rating curve at Harvey Creek, produced by the autosalt installation.

Concentrations of stable isotopes of oxygen and hydrogen were measured by a lab in Saskatoon, which showed that to some extent, the different sources can be distinguished.

2.1.5. video-based particle image velocimetry

A new line of research has recently been started with M.A. Sc. student Jason Yang. He will look into ways of estimating streamflow from surface velocities derived from videos of the stream. His research envisions to test and further develop this potentially low-cost, low maintenance streamflow monitoring method at sites near Lions Bay and Merritt, BC.

2.2. Modeling work

2.3. Regression with nearby records

The collected data up to 2019 for Harvey and Magnesia was used as an input to fit a linear model with nearby records. Correlations were surprisingly good, albeit that data were mostly from spring and summer.

The resulting streamflow from the regression model is visualized below, along with the observed values. If the robustness of these results can be shown for the longer term, this model, or a refined version of it, would be a good candidate for estimating extreme values and their probabilities.

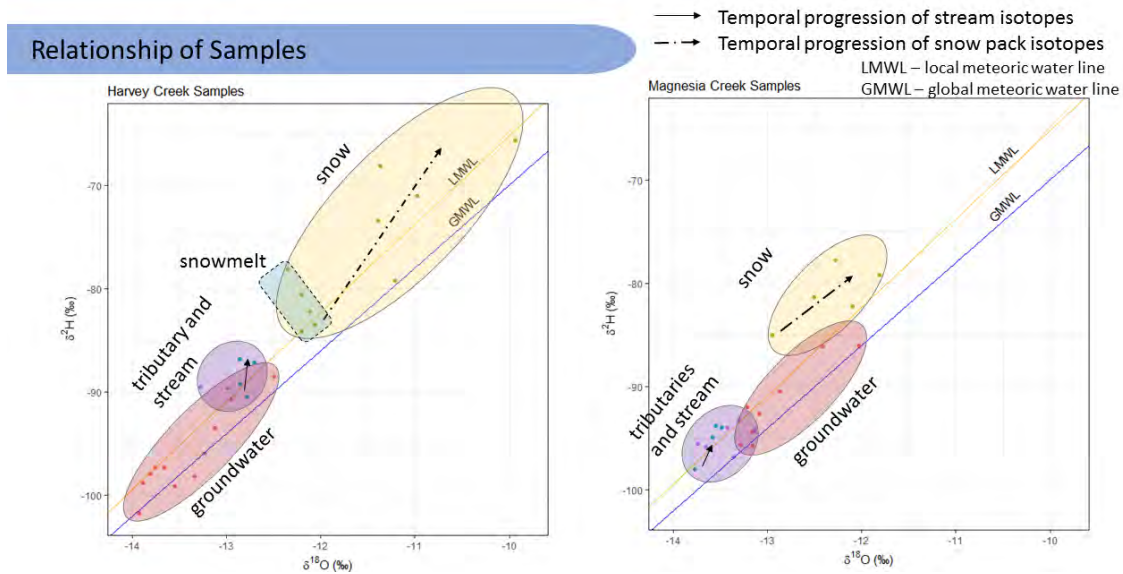


Figure 2.5: Different sources of stream water have distinct isotopic signatures

2.4. Investigation of LSTM models to be used

We have started exploring training and running Long Short Term Memory neural network models for streamflow prediction. These will be used to investigate predictability of flow in ungauged sites, learning from behavior in gauged sites. To allow running these models, we need meteorological forcing data and catchment characteristics for the ungauged sites, which we are trying to obtain from remotely sensed and interpolated gridded data sets. The current status and preliminary findings are as follows:

- We have succeeded both in training and running the existing model presented in Kratzert et al., 2019, which has showed great performance over the continental USA.
- We have been able to run the model trained on hundreds of basins in the continental USA for the Harvey and Magnesia Creek basins, using our current best estimates on the catchment characteristics we derived.
- Current performance is very poor. We are now investigating the cause of the poor performance. Possible hypothesis are: 1) The catchment area is small and outside the range of catchment areas the model was trained on. 2) Other catchment characteristics we derived from spatial datasets are not derived in the same way as the data sets that were the inputs to the trained model. 3) The models were mostly trained for high flows while not so good in predicting low flows.

Student Sophia Eugeni, finalized her MASc thesis, and we are currently writing a research paper about it. Also, Dr. Weijis has been invited to present this work to Google research, where an international team of researchers is investigating this type of model for large scale prediction efforts. This work will be continued by the second PhD student envisioned to work on this project.

The benefit of this approach to streamflow modeling is that no local flow data needs to be collected to run the model. The model is trained to learn general hydrological behavior in other locations and learns the relationship with measurable attributes of the watersheds.

A challenge turned out to be deriving catchment characteristics in a way that was sufficiently similar to the ones that the model was trained on. Problems are both in incomplete descriptions of methodology in the literature, and in inconsistency in data availability across international borders. For Lions bay, all catchment attributes needed for the model were derived. Below is an example for calculation of average hydrological slope from a digital elevation model, and another example of manually estimate forest cover fraction. These LSTM models can serve as a benchmark to show what the value of local streamflow data is, when compared to locally calibrated models.

Fraction of Groundwater and Snowmelt

Harvey Creek:

Fraction of old water (GW/soil water)	Fraction of new water (snowmelt)	Uncertainty
$\delta^2\text{H}$: 0.48 $\delta^{18}\text{O}$: 0.5	$\delta^2\text{H}$: 0.52 $\delta^{18}\text{O}$: 0.5	$\delta^2\text{H}$: 0.17 $\delta^{18}\text{O}$: 0.27

- About 50:50 split between groundwater and snowmelt
- Large uncertainty
- Fractions are similar using ^2H and ^{18}O
- Origins of groundwater/soil water?

Figure 2.6: The method using isotopes can to some extent tell what the different contributions to flow in the stream are.

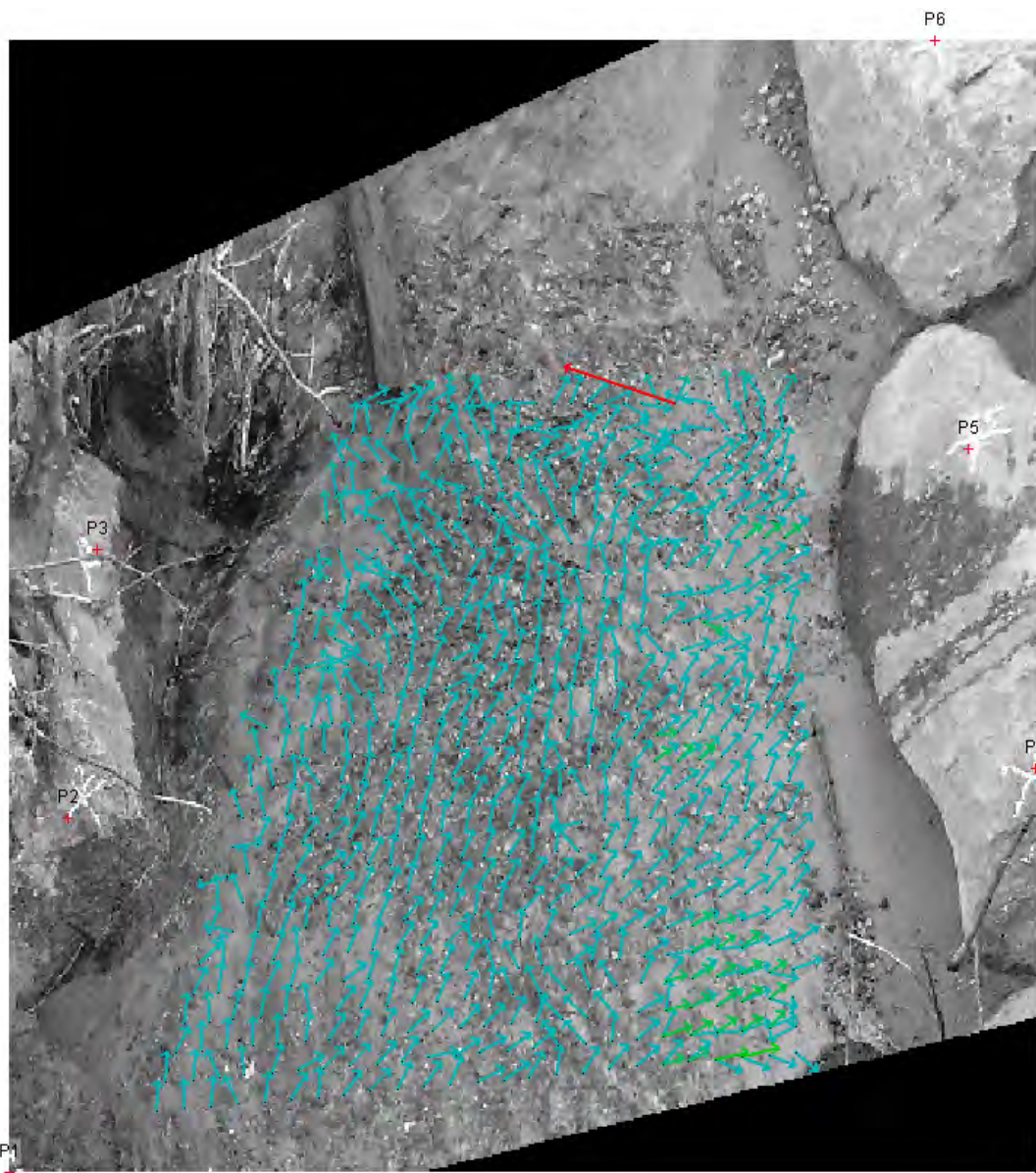


Figure 2.7: Example of velocity field derived from camera. The image is calibrated using place markers that are surveyed in advance.

2.4. Investigation of LSTM models to be used

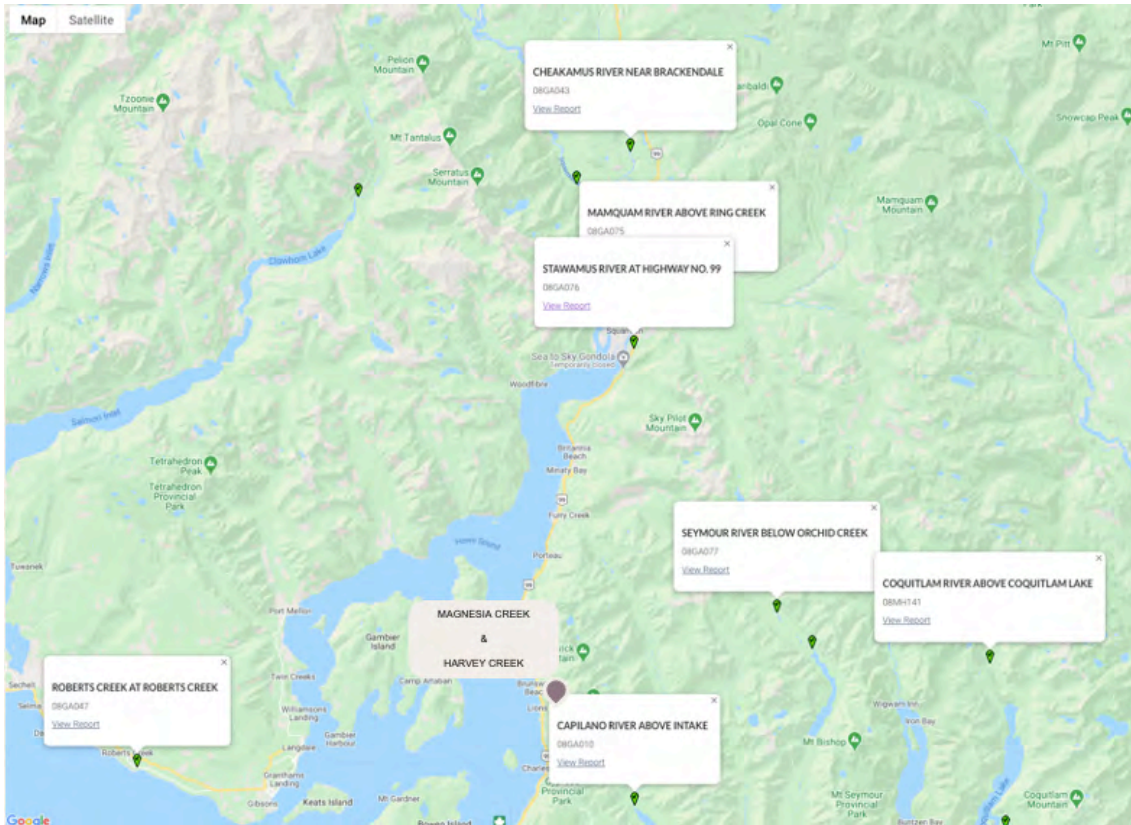


Figure 2.8: Nearby streamflow gauging stations with longer records that were considered for the local regression models.

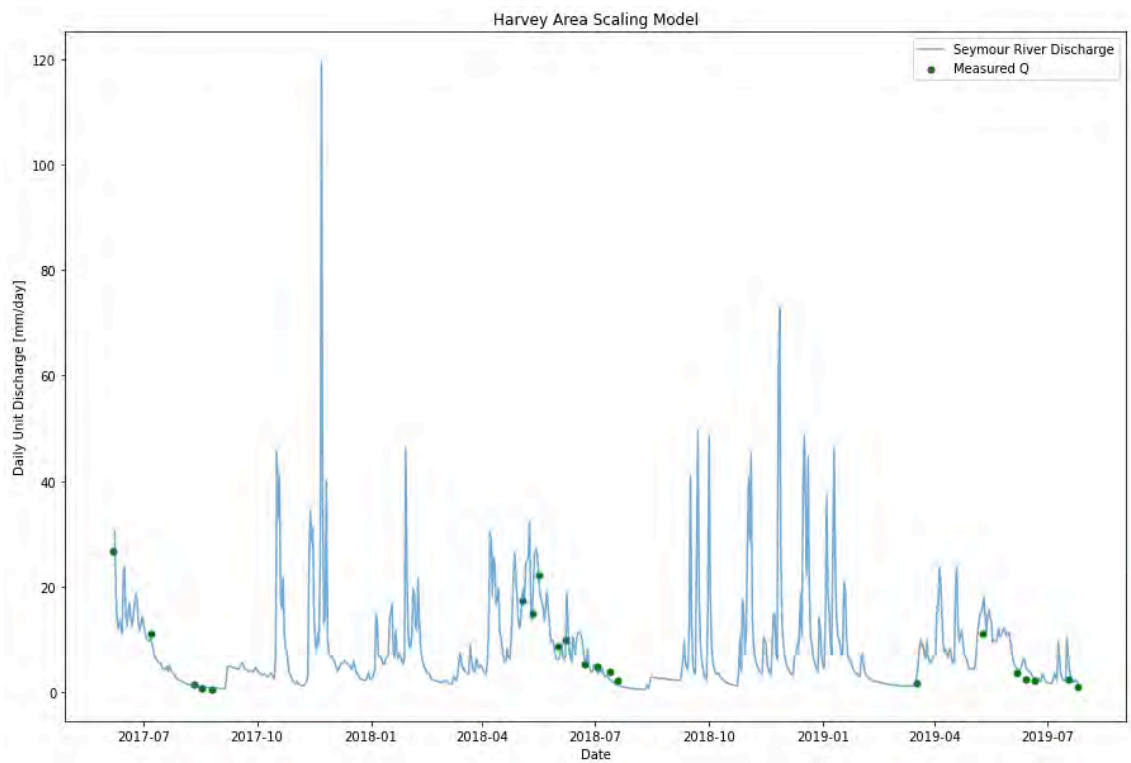


Figure 2.9: Resulting flow for Harvey Creek from the linear regression model, based on Seymour Creek

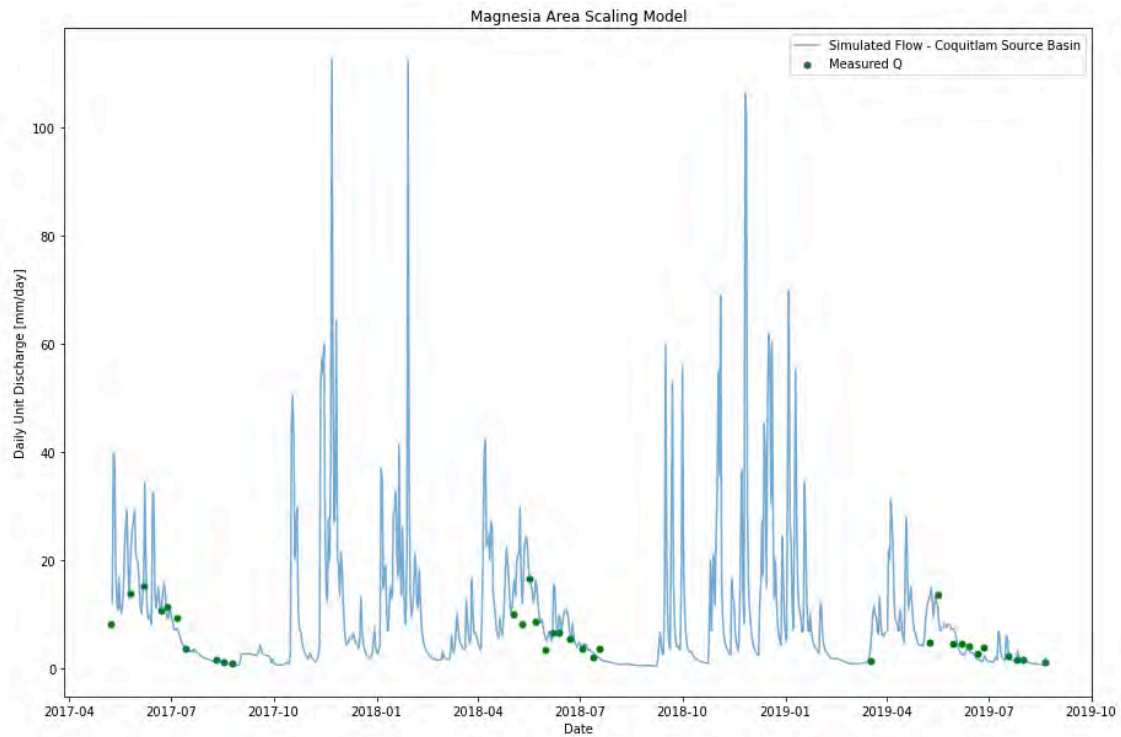


Figure 2.10: Magnesia Creek regression model results, based on Coquitlam River.

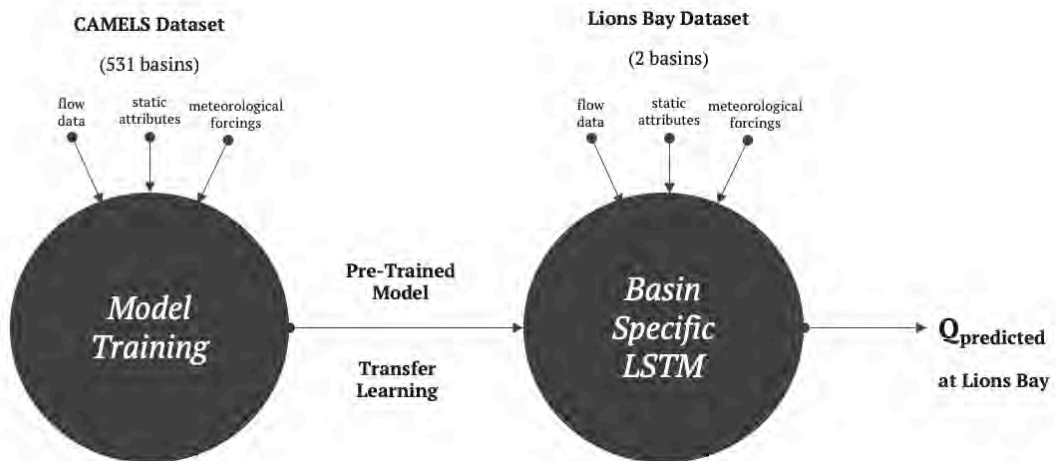


Figure 2.11: Illustration of the workflow for the LSTM modeling

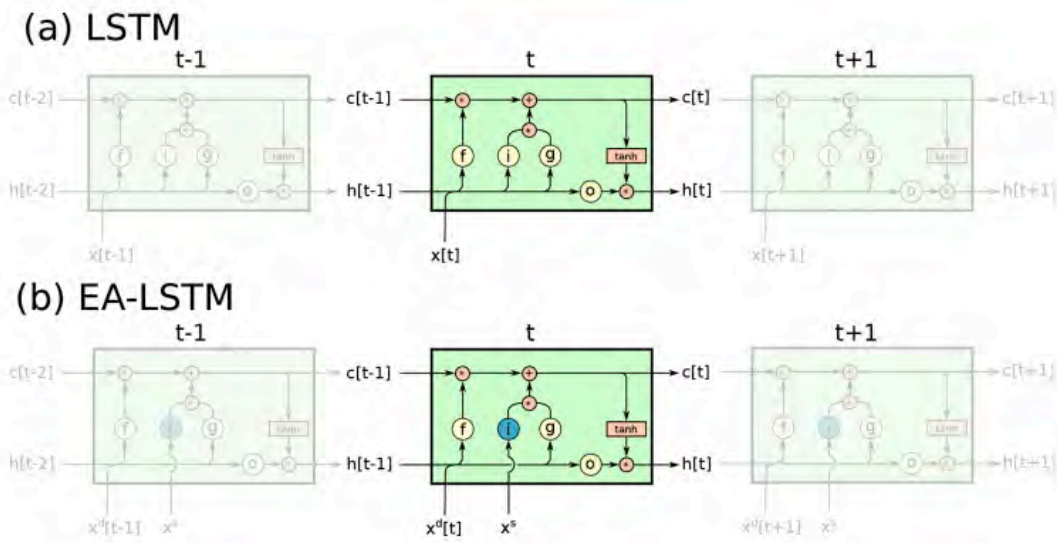


Figure 2.12: Structure of LSTM machine learning model

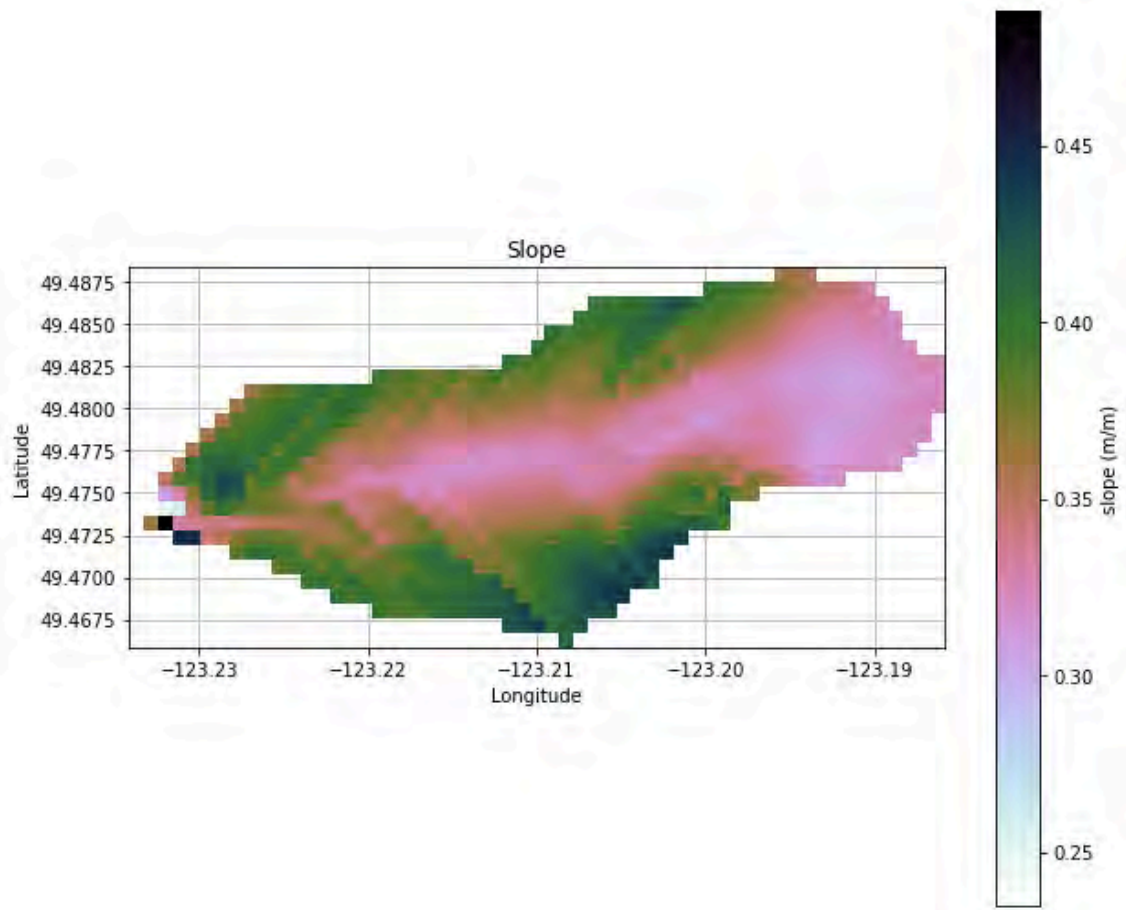


Figure 2.13: Average slope along the flowpath to the catchment outlet, calculated for every point in the catchment.

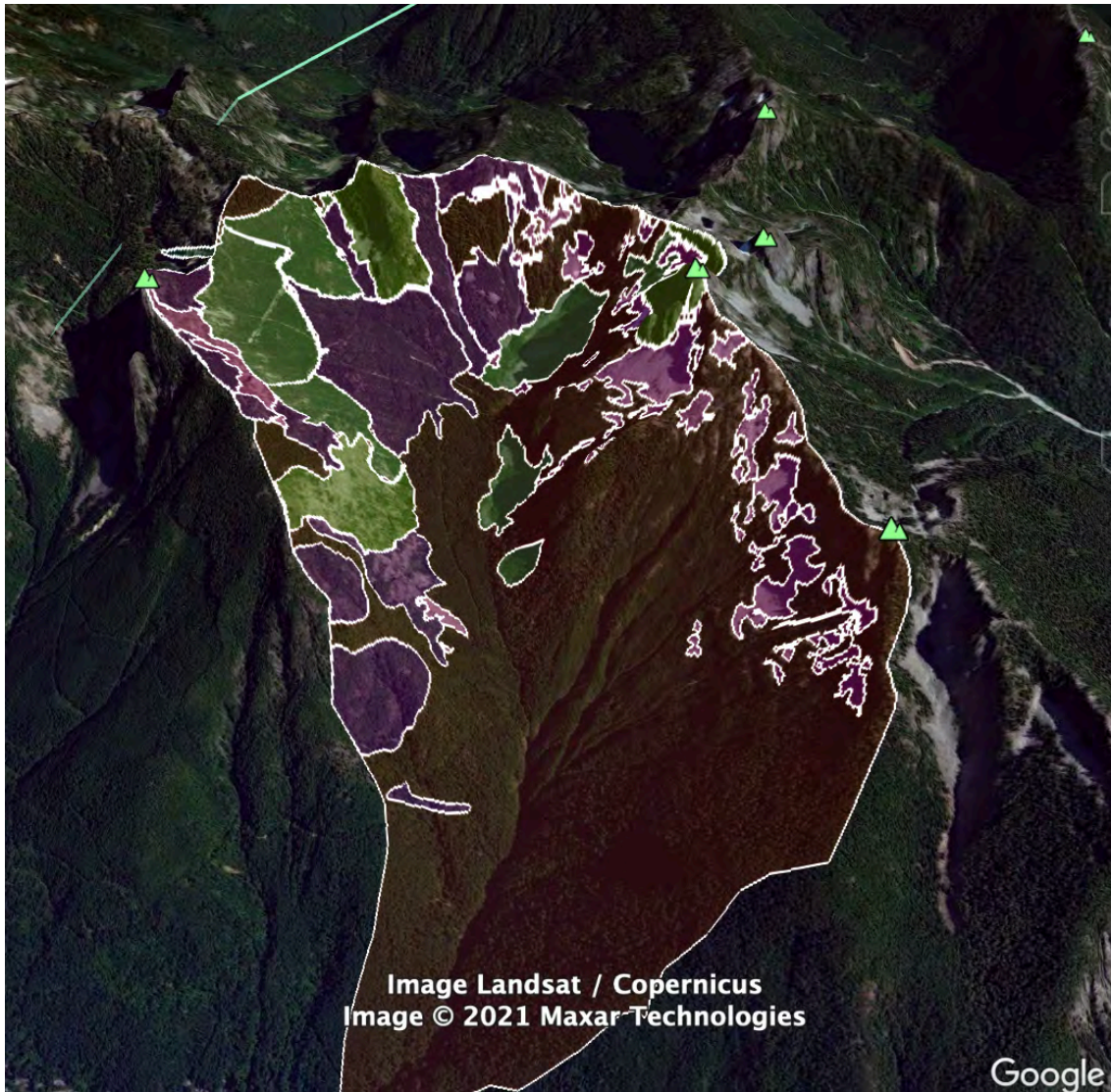


Figure 2.14: Forest fraction manual labeling for calculation

3

Future plans

3.1. Expanding the monitoring efforts

While the streamflow monitoring below Harvey and Magnesia intakes is established, with some challenges, some improvements to the robustness would be needed to have reliable continuous measurements. These include:

1. Better communication system to quickly detect technical problems with the equipment
2. More reliable power supply by increasing solar panel size and perhaps batteries.
3. Potentially consider pico-hydropower to power autosalt controller box
4. Add redundant water level measurements downstream as backup

Furthermore, establishment of a wireless monitoring network of small weather stations in several places in the catchment is still envisioned. One of the challenges is the complex terrain with limited lines of sight and intense tree cover, which hampers radio communication. The intention is to place a LoRaWAN gateway at a relatively high location with good lines of sight to various places in the catchment, where the sensor nodes would be placed.

The intention is to measure the following variables:

- Precipitation
- Temperature
- Relative Humidity
- Wind speed and direction
- Solar radiation
- Surface temperature
- Snow depth

We are also investigating the use of smart cameras for two main purposes:

1. Measurement of stream velocity
2. Measurement of snow cover extent

For purpose number 1, we would be interested in mounting a small system on the bridge at Harvey creek next to the village office.

3.2. Continuation of modeling efforts

The plan is to follow up on Sophia's work and see if results with machine learning models can be improved. Also other avenues for modeling will be investigated.

Manuela Hayn is finalizing her thesis on the geophysical processes at play in the watersheds. Below is a figure from her thesis.



Figure 3.1: Flow pathways in a conceptual model for the flow generation and storage mechanisms

3.3. NSERC Alliance proposal with Ministry of Environment BC

3.3.1. Preparation of the NSERC Alliance proposal

For obtaining matching funding that would allow a graduate student to work on this project, we are preparing a proposal for the NSERC Alliance program. We are trying to include a partnership with various organizations from government and industry to diversify the input to the project and increase the matching percentage that the Alliance program offers. Cash contribution can come from any partner, and are effectively multiplied by a factor 2.4 by NSERC matching funds.

3.3.2. Technical details

The idea is to fit the research at Lions Bay into a larger scale research program aimed at addressing the broad question how to cost-effectively get the most important information about our water resources in BC. This question will be addressed, among other avenues, by looking at how information can be transferred spatially. An example is the

Some current ideas that we hope to explore are:

- The difference in spatial predictability across catchments depending on the focus on low flows, peak flows, annual averages. We are planning to address this in the research by using a range of different similarity metrics, and investigate the influence of that choice.
- Investigation of the role of the length of record on the quality of the estimate of various statistics. This is particularly important for estimating extreme flows
- Investigation of the role of remotely sensed information in influencing the need for streamflow gauges.
- Part of the methodology of the overall long term monitoring network optimization project is described in the PhD Research proposal of Dan Kovacek, which he successfully defended before an academic committee in October 2021.

3.4. Synthesis

While many activities on both data collection and modeling have been undertaken, most of the analysis work has been done with initial data up to 2019. Due to various challenges with the data, synthesis of all

data and models into practical answers would still require some considerable effort, but will maximize the value of the data. This would best be pursued with a student fully dedicated to this project, which would require pursuing funding.

Two possible outcomes would be:

1. A operational prediction system, that combines real-time measured data with a model to predict the flow in the creeks on various timescales.
2. A synthesis of all pertinent data (collected and nearby long records) to construct a streamflow record for the creeks and estimate probability for low flow extremes.

References

- [1] Frederik Kratzert et al. "Towards learning universal, regional, and local hydrological behaviors via machine learning applied to large-sample datasets". English. In: *Hydrology and earth system sciences* 23.12 (2019), pp. 5089–5110.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**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**

MINUTES

In Attendance:

- 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
 - Chief Financial Officer Pamela Rooke
 - Public Works Manager Nai Jaffer (via video conference)
 - Municipal Coordinator Karla Duarte (Recorder)
- Delegations: 2
- Public: 6

1. Call to Order

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

2. Closed Council Meeting (6:00 PM)

Proposed topics for discussion in the absence of the public:

A. Intergovernmental Affairs

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:

- (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).

CARRIED

3. Reporting Out from Closed Portion of Meeting

Reported in item 17.

4. Adoption of Agenda

Moved/Seconded

THAT the agenda be adopted as submitted.

CARRIED

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

None

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

A. Val Morton regarding the Native Plant Garden

V. Morton presented to Council regarding the native plant garden, noting the faded signage and the opportunity to honour M. Miles' contribution to the garden by renaming the garden.

Discussion ensued on

- supporting the name change to a finalized version, per V. Morton
- cost effectiveness of metal vs. wood

V. Morton to send a picture to Council.

Moved/Seconded

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

CARRIED

B. Richard White regarding the Housing Needs Assessment

R. White presented on the Housing Needs Assessment housing report, noting:

- background of the report
- Belcarra and Anmore have sent their reports to the Province
- feedback has been received from UBCM to prepare more background information, which will be done for Lions Bay if required
- Council needs to receive the report and send to the Province

Discussion ensued on:

- Secondary suites data lack of specification in the report
- Serviced lots: typical attribute applied to lots capable of development
- data is standardized for comparison across the Province to understand housing provisions; generalized survey from the perspective of the Province, not the Lions Bay perspective; Province-funded with instructions to municipalities
- Housing should be accompanied by supportive infrastructure
- Number of households/dwellings: number provided by Metro: includes all kinds of housing. Piece of data standardized across; Metro based rather than provincial
- Secondary suite would be viewed as two households; number is a projection from 2016
- Concerns regarding household number projections
- data includes statistical material provided by the census; meant to be an accurate assessment of data that residents/owners submitted as part of their response to census
- Statscan suppresses sample size less than 10 to ensure privacy and confidentiality of individuals and linked data; indicator of insufficient data
- Devil in details: percentages matter; careful how to present
- Request to add footnotes or addendum to explain the Lions Bay context
- Grant extension due March 31st
- Analysis limited to available statistics: methodology standardized and local context will be outlined in the OCP;
- Lions Bay has a mature population that is reflected in the data: income starts to drop as it becomes based on pensions; younger renters or families often have a higher income because both parents are working; regional district has a younger population (R. White to double-check Renter vs. Owner income figures at bottom of first page of Appendix A)
- household is not a house; number would be attainable through variety of housing options
- report reflects data that has been reported by residents in community; may be at odds to data available at municipal hall
- Request of addendum clarifying households is key. Trying to encourage some densification (eg: secondary suites) - worth highlighting that and recognizing effort so Lions Bay is not looked at as a community that does not supply alternate housing

Moved/Seconded

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

CARRIED

Moved/Seconded

That the motion on the floor be amended to include “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”.

CARRIED

MAIN MOTION AS AMENDED

Moved/Seconded

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

CARRIED

Moved/Seconded

THAT Council directs staff to produce an addendum to the 2021 Village of Lions Bay Housing Needs Assessment Report with additional Village data to be appended to the Housing Needs Assessment Report, to be reviewed at the next Regular Council meeting before submitting to the Province via UBCM and to Metro.

CARRIED

7. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – February 15, 2022

The following item was identified as requiring an amendment:

Item 5, strike the first paragraph and replace with

“Councillor Abbott provided an update on the meeting he attended with respect to the BC Utilities Commission hearings on BC Hydro’s Pricing Principles Application. BC Hydro are asking for an interim rate adjustment with a broader rate application in April. Interestingly BC Hydro seem to be accepting that the two-tiered rate structure is punitive, and the rate adjustment request will be applied by increasing the Basic and Step 1 rate, but the Step 2 pricing will remain unchanged. However, they noted that overall bills may be reduced marginally due to a reduction in the Deferral Account Rate Rider.”

Moved Seconded

THAT the Regular Council Meeting Minutes of February 15, 2022 be approved as amended.

CARRIED

8. Business Arising from the Minutes

Public Works Manager Jaffer to write Village Update piece regarding pesticides.

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

CAO DeJong presented the 2022 parking plan report, noting the actions staff is taking and have taken to date, the requests for bylaw amendments and enforcement.

Discussion ensued on:

- Unanimous support for year-round meters
- Unanimous support for maintaining fines at \$195
- Rationale for removal of late penalty; unanimous support for maintaining the late penalty at \$240
- Parking areas and compliance
- Resident parking permits: concern for misuse
- Additional bylaw enforcement to start April 1st
- Extra signage at entrance to Lions Bay noting parking regulations strictly enforced and fines expensive
- Parking lot fees: rationale for Lions Bay Beach Parking Lot being higher is to encourage increased turnover
- Signage indicating that people will pay more at Sunset Lot vs. on-street parking

Moved/Seconded

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.

CARRIED

ii. 2022 Preliminary Budget

CFO Rooke provided an overview of the operating and capital supplemental requests and responded to questions.

- PW Manager provided clarification that the CN Crossing engineering report/traffic study will be required with or without stop signs
- PW Manager noted that Drainage Study needed to establish rainfall parameters for all streets to enable sizing of ditches and culverts – engineering work to determine volumes of water; Councillor Abbott concerned about spending money on another engineering study that will recommend infrastructure specifications we can't afford
- Councillor Barmeier requested \$5k for a GHG emissions reduction study for the Village Hall, a requirement for the ICIP CleanBC grant application for energy improvements to the building envelope and replacement of the oil furnace
- Mayor Mclaughlin requested \$5k for plaques and upgrades for the Memorial Cairn

CFO Rooke was directed to bring the 2022 Preliminary budget back to the March 15 meeting for further discussion with updates to the capital and supplemental requests based on Council direction, noting that a Special Meeting may be required in April to adopt the 2022-2026 Five Year Financial Plan Bylaw

iii. Council Remuneration Report

CFO Rooke presented the Council Remuneration report.

Discussion ensued on Council remuneration.

Moved/Seconded

THAT the report "Council Remuneration" be received for information purposes.

CARRIED

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

CAO DeJong commented on the Oceanview right of way lands, noting:

- Suggestion to bring report first meeting in April
- Overview of steps required prior to consideration of development
- Requirement for understanding single family lot opportunities

- ii. Natural Hazard Assessment Areas/DPAs – CAO to advise of date for subject matter expert to come to a Committee of the Whole meeting
CAO DeJong provided an overview of the background of previous reports presented to Council and suggested a committee meeting for presentation.

Discussion ensued on:

- Concerns with outcome
- Review materials: have a fulsome discussion and ask questions of an expert
- Concern with inciting fear; caution with hiring consultants to guide Council

C. Council
None

D. Committees

- i. Trees Views and Landscapes Committee
Tree Application No. 118 – 231 Bayview Rd.

Moved/Seconded

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

CARRIED

11. Resolutions

None

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

CAO DeJong presented Bylaw No. 612, noting that it was amended for language improvements from suggestions at the Public Hearing.

Moved/Seconded

- (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, as amended; 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.

CARRIED

B. Pesticide Control Amendment Bylaw No. 613, 2022

Moved/Seconded

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

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 adopted.

CARRIED

D. Bylaw 615 – Bylaw Enforcement Officer Bylaw Amendment

Moved/Seconded

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

CARRIED

E. Bylaw 616 – Bylaw Notice Enforcement Bylaw Amendment
 Council did not proceed with any readings of the bylaw.

13. Correspondence

A. List of Correspondence to February 24, 2022

Moved/Seconded

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

G1 Village of Chase	BC Wildfires Petition Letter of Support	Received
G2 Variety - the Children's Charity	Show of Hearts Telethon	Received
G3 MP Weiler	Canada Learning Bond	Received
G4 MP Weiler	Public Transit Investment	Received
G5 L. Macphee	Learning Assignment	Will send a souvenir
G6 Town of Oliver	BC Wildfires Petition Letter of Support	Received
R1 H. Berendes	House cats	Councillor Bain to speak with bird friendly group and respond
R2 C. Little	Parking	Councillor Bain to respond
R3 A. Bradshaw	Parking	Councillor Bain to respond
R4 R. Caspersen	Parking	Councillor Bain to respond

CARRIED

14. New Business

None

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

A. Marek Sredzki

M. Sredzki commented on his concerns with the housing need assessment report.

16. Continuation of Closed Council Meeting, if applicable

N/A

17. Reporting Out from Closed Portion of Meeting

Mayor McLaughlin reported that Council directed staff to seek consideration of Lions Bay’s request for the RCS amendment at Metro Vancouver’s April Planning Committee meeting and May Board meeting.

18. 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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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Filming Application – Wrath Productions Inc.		
Author	Hayley Cook	Reviewed By:	Peter DeJong
Date	March 11,2022	Version	1
Issued for	March 15, 2022 Regular Council Meeting		

Recommendation:

- (1) THAT the film permit application for “Whale Productions Inc.” be approved, subject to the following conditions:
 - (a) Parking – All trucks and crew vehicles to be parked on private driveways and either at Brunswick Pit or Sunset Marina (TBD)
 - (b) Hours – to be in accordance with the schedule provided by the applicant in their letter;
 - (c) Noise – exemption from Noise Control Bylaw No. 283, 1998, subject to all steps necessary being taken to minimize noise and disturbance to residents during both daytime and nighttime hours;
 - (d) Fees – filming fees and parking fees to be in accordance with the fees under the current policy;
 - (e) Neighbour polling – The polling threshold for objections from Affected Households is set at no more than 15%;
 - (e) Neighbour notification – a neighbour notification letter be hand delivered to the affected residents by March 18th, to advise them of Council’s decision.

- (2) THAT the CAO be authorized to sign any filming permit or other incidental documentation.

Attachments:

- (1) Film Permit Application from Whale Productions Inc.
- (2) Notice of Filming letter issued to affected residents for polling
- (3) Neighbour Feedback received by the beginning of the Council meeting - On Table



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Key Information:

The Village has received for consideration an application for a filming permit with filming to take place in Brunswick Beach over two days: March 24-25, 2022, between the hours of 10:00am and 1:00am. Prep will take place the day prior and the day after filming with the approximate hours of 7:00am to 7:00pm. The circus will be parked outside the Village.

The location for the proposed filming is 7 Brunswick Road; there will be no stunts or special effects except for a propane firebar used for one day to create a bonfire effect and there will be no use of lights, cranes or large machinery, except for lights pointing directly into the property on Brunswick. Smaller work vans, crew vehicles and trucks will be parked in private driveways and the circus (larger trucks) will be parked at Brunswick Pit. A generator will be parked in the driveway at 7 Brunswick Road.

Due to the relaxation of the filming hours, polling of the residents was required under Lions Bay Commercial Filming Policy 1902; the results of the polling will be presented at the meeting.

A letter notifying affected residents will be delivered to provide them with an update after the Council Meeting.

On June 5, 2020, the Province's workplace safety authority, WorkSafeBC published its Health & Safety Protocols for the motion picture industry, allowing for a careful restart. There have been several new protocols put in place and each production company has created their own safety plans.

Options:

- (1) Approve the film permit application in accordance with the recommendations above:
- (2) Reject the film permit application based on:
 - (a) More than 15% of Affected Households object (TBD);
 - (b) Council not wishing to allow a relaxation of the filming hours
 - (c) factors which Council may deem cogent and applicable.
- (3) Direct staff otherwise.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Financial Considerations: Revenues to be received by the Village are likely to be \$3,300 approx. (dependant on parking) if Option 1 is selected.

Preferred Option: Option 1 - It shows support for the filming industry in BC, which plays an important part in our economy.

Follow Up Action: Advise the Applicant of Council's decision and review the notification letter to be hand delivered by the Applicant by March 18th per the requirements of the filming policy. Additional notice to residents to be through the Village Website and in the Village update on March 18th.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

ADDITIONAL SUBMISSION REQUIREMENTS (as directed by the Filming Liaison or Village Manager, and as applicable)

- Filming Notification Letter(s) to Affected Households
- (attached) Polling Notification Letter to Affected Households
- Polling Information (including offers of accommodation and/or compensation, polling spreadsheets, maps and notes)

FINAL SUBMISSION REQUIREMENTS (to be submitted as a condition of issuance of the Filming Permit)

- Daily Filming Activity Fee for Commercial Filming
- Fees for the use of Municipal lands, including roadways, buildings structures
- Any other fees required by this Policy or Fees Bylaw No. 497, 2016, as amended
- (Request made from accounting) Security Deposit of \$10,000 payable to the Municipality.
- Executed copy of the Release of Liability and Indemnification Agreement (see attached Schedule A)
- (attached) Certificate of Insurance evidencing liability insurance in the minimum amount of \$5,000,000.00 with the Municipality named as an additional insured
- Confirmation that other conditional requirements have been fulfilled (if applicable)

Applicant Signature:	Date March 10th 2022
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Municipal Use Only

<p>Approved Filming Permit No.:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed Application Form with non-refundable Application Fee <input type="checkbox"/> Authorization Letter from Private Owner(s) <input type="checkbox"/> Parking Plan <input type="checkbox"/> Filming Notification Letter <input type="checkbox"/> Polling Notification Letter (if applicable) <input type="checkbox"/> Polling Information (if applicable) <input type="checkbox"/> Daily Filming Activity Fees <input type="checkbox"/> Other Fees (if applicable) <input type="checkbox"/> Security Deposit <input type="checkbox"/> Release of Liability and Indemnification Agreement (Schedule A) <input type="checkbox"/> Certificate of Insurance <input type="checkbox"/> Other Conditional Requirements



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

SCHEDULE A

(Attached to and forming a part of the Application for Commercial Filming Permit)

INDEMNIFICATION AGREEMENT

I/We, Whale Productions Inc., (the "Applicant/Permittee"):

- (a) agree that I/we have received good and valuable consideration in exchange for entering into this Indemnification Agreement;
- (b) agree to indemnify, defend and save harmless the Village of Lions Bay, its elected and appointed officials, officers, employees, servants, representatives and agents (collectively the "Indemnified Parties") from and against any and all claims, demands, actions, causes of action, suits, damages, losses, and costs, liabilities, expenses and judgments (including all actual legal costs) incurred in defending any of the foregoing brought or made on behalf of any person or corporation for damage to or destruction or loss of property, including loss of use, and injury to or death of any person or persons, which any of the Indemnified Parties incur, suffer or are put to arising out of or in connection with any act or omission of the Applicant/Permittee, its directors, officers, employees, agents, contractors or invitees, the Indemnified Parties or caused by or arising out of the condition of any real or personal property owned or controlled by the Indemnified Parties or any of them arising from or in any way connected to the Filming Activity or from the Applicant/Permittee's occupation or use of the property of the Village of Lions Bay;
- (c) agree that the Applicant/Permittee's obligations hereunder will survive the expiry or termination of any permit issued by the Village of Lions Bay to the me/us and, notwithstanding such termination or completion, will continue in full force and effect for the benefit of the Indemnified Parties;
- (d) agree that the Applicant/Permittee, upon submitting a Filming Permit application, whether or not a Filming Permit is issued, releases and discharges the Indemnified Parties from any and all losses which the Applicant/Permittee and any of the Applicant/Permittee's directors, officers, employees, volunteers, agents, contractors or invitees may have arising from actions or inactions on the part of the Indemnified Parties;
- (e) hereby waive all rights of recourse against the Village of Lions Bay for loss or damage to the Applicant/Permittee's property, howsoever incurred.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Applicant/Permittee Name: Celeste Crowe, Location Manager/Unit Manager

Authorized Signatory: 

Title: Navid Soofi - Producer

Date: March 10, 2022

Accepted by: _____
Authorized Signatory for the Village of Lions Bay

Date: _____

WHALE PRODUCTIONS INC.

NOTICE OF POLLING

March 11th, 2022

Dear Neighbours of **7 Brunswick Road**,

Please take a moment to read this letter detailing the **proposed** filming activities of TV Movie titles "**A Splash of Love**" at **7 Brunswick Road, Lions Bay** on **March 24th, 2022**, and **March 25th, 2022**. Should you have any concerns about or do not support this proposal, please consider providing feedback through the contacts provided below.

To accommodate our **proposed** filming, we have applied to the Village of Lions Bay for an **extension** to the noise curfew from **Thursday, March 24th, 2022**, from **8:00am** to **Friday, March 25th, 2022**, until **2:00am** and **Friday, March 25th, 2022**, from **10:00am** to **Saturday, March 26th, 2022**, until **3:30am**. Regular curfew hours are 7:00 AM to 10:00 PM The Village of Lions Bay requires that we canvass the neighbourhood to gauge support of the extension and address any concerns you may have.

Our **proposed** filming activity would include filming exterior and interior scenes at **7 Brunswick Road & on Brunswick Beach**.

The following is an outline of our **proposed** filming dates, times, locations, and significant action:

Wednesday, March 23rd, 2022

7:00 AM – 7:00 AM Minimal crew arrive at **7 Brunswick Rd** to dress the interior and exterior. No filming activity would take place.

Thursday, March 24th, 2022

7:00 AM – 9:00 AM Minimal crew arrive at **7 Brunswick Rd** to dress the interior and exterior.

9:00 AM – 10:00 AM Work Trucks would arrive and park in neighbouring driveways to **7 Brunswick Rd**.

10:00 AM – 12:00 AM The shooting crew would arrive and start filming exterior and interior scenes at **7 Brunswick Rd**. A **generator** would be parked in the driveway of **7 Brunswick Rd** and would be operational from **9:30am to 12:00pm**.

12:00 AM – 2:00 AM Crew quietly pack up and leave the area, the crew would return the following day. Trucks are left on the property to be watched by security overnight.

Friday, March 25th, 2022

7:00 AM – 12:00 AM Minimal crew arrive at **7 Brunswick Rd** to dress the interior and exterior. Some set pieces and signage may be left by the cottage and on the beach.

12:00 AM – 8:00 AM Filming of interior and scenes at **7 Brunswick Rd**. A **generator** would be parked in the driveway of **7 Brunswick Rd** and will be operational from **11:30am to 2:00am**.

8:00 AM – 2:00 AM Filming exterior scenes at **7 Brunswick Rd** and at **Brunswick Beach**. A small "putt-putt" 7k **generator** may be used to light the location for film. All efforts to use battery operated equipment would be made.

2:00 AM – 3:30 AM Crew would quietly pack up and leave the area. The work trucks would leave the area.

Saturday, March 26th, 2022

7:00 AM – 5:00 AM Minimal crew arrive at **7 Brunswick Rd** to clean and restore the property. No filming activity would take place.

Our essential **work trucks** would park in neighbouring driveways to **7 Brunswick Rd**. To minimize disruption to the neighbourhood, our **crew vehicles** and **larger support trailers** would be parked at **Brunswick Pit**. Vehicles would arrive on **Wednesday, March 23rd, 2022**, at around **Noon to 5:00pm**. **Generators** would be operational on **Thursday, March 24th, 2022**, from **8:00am** to **Friday, March 25th, 2022**, until **1:00am** and **Friday, March 25th, 2022**, from **10:00am** to **Saturday, March 26th, 2022**, until **3:00am**. Vehicles would leave on **Saturday, March 26th, 2022**, at **3:00am** to our next location.

If you have any concerns that you wish to discuss, please contact us directly at **236 999 1935** and/or **novuslocations@gmail.com** or contact the **Village of Lions Bay** at **604 921 9333 (Ext. 1004)** so that we can address your questions as efficiently as possible. Please be sure to clearly state your name, address and leave a phone number.

If you have any questions or concerns about the film industry in general, you can contact the Manager of Community Affairs at Creative BC (formerly the B.C. Film Commission) at (604) 730-2732.

Thank you for your time, consideration, and for your continued support of the BC Film industry.

WHALE PRODUCTIONS INC
3876 Norland Avenue Burnaby, BC V5G 4T9
604 294 1132

WHALE PRODUCTIONS INC.

Best Regards,

Celeste Crowe
Location Manager
236-999-1935

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Report to Council		
Title	2022 Preliminary Budget		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	March 10, 2022	Version	
Issued for	March 15, 2022 Regular Council Meeting		

RECOMMENDATION

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

ATTACHMENTS

1. 2022 Preliminary Budget
2. 2022 Capital Requests

KEY INFORMATION

At the March 1 Council meeting, staff presented the 2022 preliminary operating budget along with a detailed list of the proposed capital and supplementary operational requests. Staff were given direction regarding the supplemental operating requests to include in the 2022 budget. These requests have been included in the attached 2022 Preliminary Budget along with other adjustments including the inclusion of the additional revenue and costs pertaining to year-round bylaw enforcement. Changes have been highlighted in yellow. The 2022 capital requests are also attached to provide Council an opportunity to further review 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 confirmation of the capital requests to include in the 2022 budget.



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FOLLOW UP ACTION

Staff will be available to respond to any questions at the March 15 Council meeting. Staff will present the draft 2022-2026 Five Year Financial Plan at the April 5, 2022 Council Meeting for review and discussion. Based upon the direction provided at the April 5 meeting, staff will prepare the 2022-2026 Five Year Financial Plan Bylaw and bring it to the April 19, 2022 Council Meeting for three readings.

The Village of Lions Bay
Consolidated Operating Budget 2022
Reconciliation of Versions

Version One:	(to Council March 1, 2022)	<u>60,502</u>
Version Two:	(to Council March 15, 2022)	
MFA Equipment Loans - Principal and Interest (Skid steer loader, mini excavator)		(12,400)
Building and Equipment Appraisals		(5,267)
Memorial Cairn Upgrades, Plaques		(5,000)
Public Works Summer Help		(15,375)
Parks Summer Help		(15,375)
Bearproof Bins and Concrete Pads		(32,047)
COVID grant offset		62,797
Engineering Traffic Review of CN Crossings		(30,000)
High Priority Bridge Repairs		(149,100)
Drainage Master Plan		(50,000)
ICIP CleanBC grant - GHG Assessments		(5,000)
Budget Adjustments for Year-round Bylaw Enforcement		
Bylaw Supplies		(1,000)
Additional Wages for Nov/Dec (at 18 hours per week)		(5,587)
Parking Meter Rental and Fees (incl. add'l meter)		(13,777)
Violation Management Software		(7,500)
Additional Parking Signage		(3,500)
Street Parking Revenue		7,000
Parking Meter Revenue		12,000
Parking Fine Revenue		25,000
	Version Two Cash Surplus	<u>(183,629)</u>

The Village of Lions Bay
Preliminary Consolidated Operating Budget 2022

	2021 Budget	2022 Budget	Change	%
Revenues				
Taxation	1,738,295	1,725,612	(12,683)	-0.7%
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	464,602	142,628	44.3%
Grants	4,017,862	1,947,488	(2,070,374)	-51.5%
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	5,712,331	(2,897,735)	-33.7%
Expenditures				
Administrative Services	1,243,124	1,277,317	34,193	2.8%
Council	87,854	89,660	1,807	2.1%
Emergency Management	89,230	102,215	12,985	14.6%
Fire	401,054	417,582	16,527	4.1%
Bylaw	109,462	134,632	25,170	23.0%
Parks and Recreation	270,512	343,478	72,966	27.0%
Planning and Development	123,188	97,303	(25,885)	-21.0%
Public Works	581,111	777,985	196,874	33.9%
Water Fund	1,119,586	1,161,420	41,834	3.7%
Sewer Fund	105,740	117,353	11,613	11.0%
Solid Waste	198,858	202,907	4,049	2.0%
	4,329,719	4,721,853	392,133	9.1%
Surplus / (Deficit)	4,280,347	990,479		
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	1,570,909		
Cash items NOT included in Surplus/(Deficit)				
Repayment of Debt Principal	(216,549)	(231,021)		
	4,642,287	1,339,888		
Capital Expenditures - Water		(149,034)		
Capital Expenditures - Sewer		(20,000)		
Capital Expenditures - General (grant funded capital only)		(1,835,489)		
Transfer from (to) Reserves:				
Gas Tax Funding		(62,053)		
Transfer from Surplus - COVID Grant		147,696		
Transfer from Surplus (for capital)		-		
Transfer from Reserves (for capital)		285,487		
Transfer from Surplus - Loan		63,434		
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		(44,565)		
Sewer Surplus		18,271		
Solid Waste Surplus		(2,820)		
Cash Surplus		(183,629)		

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	98,606	(12,683)	-11.4%	
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	1,883,693	(12,683)	-0.7%	
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	5,250	7,050	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	125,000	60,000	92.3%	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	135,000	73,500	119.5%	1
Street Parking	-	-	-	-	28,758	30,000	35,000	5,000	16.7%	1
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	267,800	440,239	321,974	464,602	142,628	44.3%	
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	1,275,335	(1,668,261)	-56.7%	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	1,947,488	(2,070,374)	-51.5%	
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	10,567	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	552,699	1,145,589	136,711	(1,008,878)	-88.1%	
Total Revenues	4,219,903	3,531,363	7,144,482	5,319,196	4,829,900	8,610,066	5,712,331	(2,897,735)	-33.7%	

Notes:

1 The parking meter, street parking and parking fine revenue is budgeted for year-round bylaw enforcement.

2 Budget is comprised of the two ICIP grants awarded - LBBP Revitalization (\$784,951) and the Klatt Building Expansion and Retrofit (\$490,384).

3 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
	<u>109,100</u>	

4 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	63,346	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	48,118	4,073	9.2%	
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	163,767	(1,886)	-1.1%	4
Salaries and Benefits	629,205	610,926	600,362	615,908	15,546	2.6%	
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	1,166,849	1,243,124	1,277,317	34,193	2.8%	

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)
Building / Equipment Appraisals	-	-	5,267	
	83,171	165,653	163,767	

* 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	1,889	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	53,810	1,932	3.7%	
Council Funded Events	1,676	10,259	28,500	13,500	(15,000)	-52.6%	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	66,549	87,854	89,660	1,807	2.1%	

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. 2022 budget includes Memorial Cairn plaques/upgrades.
- 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
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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 - Emergency Management

	2020 Actual	YTD Actual 2021	2021 Budget	2022 Budget	Change	%	Notes
Expenditures							
Communications	4,111	6,942	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	66,194	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	56,470	56,125	63,000	6,875	12.2%	2
Material, Supplies and Equipment	51,216	64,012	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	155,492	(5,122)	-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	326,961	401,054	417,582	16,527	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, Ipad, 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	19,050	6,600	53.0%	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	106,682	14,120	15.3%	4
Training / Professional Development	60	-	-	-	-	n/a	
	49,385	112,820	109,462	134,632	25,170	23.0%	

Notes:

- 1 An additional cell phone was purchased in 2021.
- 2 Budget includes the purchase of new uniform shirts for the BEO's, the monthly cost of the automated ticket software and new violation management software to reduce admin time managing parking tickets.
- 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 from April to October and a part-time BEO (18 hours per week) to cover the remainder of the year.

**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	55,847	40,647	267.4%	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	188,398	24,446	14.9%	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	343,478	72,966	27.0%	

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 and eleven bearproof bins and concrete pads.
 - 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%. Also includes summer help (2 months/2 staff/shared with PW).
- * 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	2,272	4,000	4,250	250	6.3%	
Professional Fees / Contract Services	6,445	19,705	59,675	47,673	(12,002)	-20.1%	1
Salaries and Benefits	30,682	31,718	55,163	41,280	(13,883)	-25.2%	
Sundry	500	414	1,000	750	(250)	-25.0%	
Training / Professional Development	674	642	3,350	3,350	-	0.0%	
	40,256	54,750	123,188	97,303	(25,885)	-21.0%	

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
GHG Assessments (for CleanBC Grant)	-	-	5,000	
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>47,673</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	14,782	10,500	15,250	4,750	45.2%	
Interest Payments	13,877	9,923	15,307	12,514	(2,792)	-18.2%	
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	244,096	236,250	310,917	74,667	31.6%	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	131,000	90,000	219.5%	2
Salaries and Benefits	194,427	250,168	204,961	248,872	43,911	21.4%	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	578,930	581,111	777,985	196,874	33.9%	

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. The budget also includes additional parking signage and increased parking meter rental fees for year-round bylaw enforcement as well as high priority bridge repairs.

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
Engineering Traffic Review of CN Crossings	-	-	30,000	
Drainage Master Plan	-	-	50,000	
Driveway Bridge Options	-	-	10,000	
	-	41,000	131,000	

3 The portion of PW salaries allocated to Public Works was increased. Overall, PW salaries and benefits have increased 2.3%. Also includes summer help (2 months/2 staff/shared with Parks).

* The following expenses are re-budgeted in 2022:

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

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)	-100.0%	1
Water User Rates	925,127	952,878	952,880	1,000,522	47,642	5.0%	2
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	1,054,185	(1,550,586)	-59.5%	
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%	3
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%	4
Material, Supplies and Equipment	22,061	47,929	48,800	54,050	5,250	10.8%	
Professional Fees / Contract Services	20,692	14,252	108,000	126,000	18,000	16.7%	5
Salaries and Benefits	341,481	330,571	397,544	380,986	(16,558)	-4.2%	6
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	981,279	1,119,586	1,161,420	41,834	3.7%	
Surplus / (Deficit)	1,045,509	192,875	1,485,184	(107,235)			

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	373,742	1,669,377	79,105			
Capital Expenditures			(2,160,817)	(149,034)			7
Repayment of Debt Principal			(87,874)	(88,040)			
Draw from (to) Surplus (loan)			465,396	63,434			8
Draw from Surplus (re-budget)			33,450	139,100			9
Draw from Surplus			75,000	7,882			
Transfer (from) to Water Surplus			(5,468)	52,447			

Notes:

- 1 The Brunswick Parcel Tax is no longer collected as sufficient funds have been collected to repay the MFA loan. Funds will be drawn from surplus to cover the loan payments which will continue to 2024.
- 2 The revenue includes a 5.0% increase in user rates (equates to a \$85 increase over 2021 rates per household).
- 3 Budget includes cost for the connection (Shaw Internet) to the Magnesia Plant via the underground conduit and internet for the PRV Scada.
- 4 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
5 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>			

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

7 Capital Expenditures include:

Three PRV project (funded by balance of MFA Financing)	63,434	
SCADA (20% sewer/80% water)	80,000	
Safety Showers at Treatment Plant	<u>5,600</u>	<u>149,034</u>

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

9 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)	5,200	<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	19,484	2,450	14.4%	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	117,353	11,613	11.0%	
Surplus / (Deficit)	(41,794)	91,010	71,486	61,600			
Amortization	76,544	36,735	37,403	37,735			
Cash Surplus / (Deficit)	34,750	127,745	108,889	99,335			
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		(117,954)	(87,282)	(98,606)			
Transfer (from) to Sewer Surplus		9,791	12,635	(18,271)			

**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)	<u>20,000</u>	<u>20,000</u>
5 Re-budgets include:		
Training / Professional Development	<u>1,000</u>	<u>1,000</u>

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

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

Description	Amount	2021 Capital Re-Budgets	Draw from Reserves	Grant	Sale Proceeds
Capital					
Road Paving and Repairs	347,885	147,885			
LBBP Revitalization Project	1,070,438		285,487	784,951	
LB Avenue Connector Project	274,667		68,667	206,000	
Salter for Flat Deck	12,000				
Fire Capital - various equipment	55,000				
Used Forklift / Backhoe (for Fire)	30,000				
Rescue 63 (Small engine)	10,700				10,000
Fire Washer and Dryer (budgeted in 2021)	27,060	27,060			
Klatt Fire Hall Expansion	490,384			490,384	
	2,318,134	174,945	354,154	1,481,335	10,000
Funded by:					
Re-Budgets (Surplus)	(174,945)				
Reserves	(354,154)				
Grants	(1,481,335)				
Proceeds	(10,000)				
Balance to be funded by draws from Surplus	297,700				



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	340 Oceanview Road Encroachment Agreement & S.219 Covenant		
Author	Nai Jaffer	Reviewed By:	Peter DeJong
Date	March 9, 2022	Version	
Issued for	March 15, 2021, Council Meeting		

Recommendation:

THAT the Municipality enter into an Encroachment Agreement with the Owner of 340 Oceanview Road in substantially the same form as the draft Agreement attached to this report; and

THAT the CAO or CFO and Mayor be authorized to execute the Encroachment Agreement.

Attachments:

- (1) Original Design – 340 Oceanview Road Landscape Plan
- (2) Revised Design – 340 Oceanview Road Landscape Plan, and
- (3) Draft Encroachment Agreement, as amended, for 340 Oceanview Road

Key Information:

On May 25, 2021, Council approved an encroachment agreement (EA) for landscape revisions to the frontage of 340 Oceanview Road. Since that approval was granted, the homeowners have made substantial changes to their plans thereby necessitating a revision of the original EA. The original design included a four-tiered retaining wall with a guard rail as well as a parking pad, all on Municipal property. In the revised design, the retaining walls have been removed from Municipal property leaving just the parking pad. Per the original design, apart from the piped in section of the drainage ditch for the parking pad, the remainder of the drainage course will be left in a natural state.

The existing playhouse structure, which was built without a Building Permit, is to be removed. This unpermitted structure is within both the front and side yard setbacks as well as being over height and does not fit within any of the siting exemptions listed in the Zoning Bylaw.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Public Works staff support this application as it will not interfere with pedestrian or vehicular traffic, or the future installation of underground infrastructure at this location and will retain existing off-street parking which is at a premium throughout the Municipality. There are no tangible risks to the Municipality associated with the application and therefore the section 219 covenant is being dispensed with.

Options:

- (1) Approve the application;
- (2) Amend the recommendations and approve the application;
- (3) Do not approve the application and instruct staff otherwise.

Preferred Option: Approve the application. The proposed structure will not negatively impact the Municipality's infrastructure.

Financial Considerations: None

Legal Considerations: Encroachment agreement attached. Section 219 LTO covenant not required.

Follow Up Action: Per Council direction.

Communication Plan: N/A



118 Garden Ave.
North Vancouver, B.C. V7P3H2
P: 604.924.5296 F: 604.904.0009
www.gclc.ca

No.	Date	REVISION	By:
01	3/23	Update v.02	RT

SCALE As Shown

CLIENT INFO

Sullivan, Sam and Carmen
340 Oceanview Rd.,
Lions Bay, B.C.

DRAWN BY RT

CHECKED BY ---

NORTH

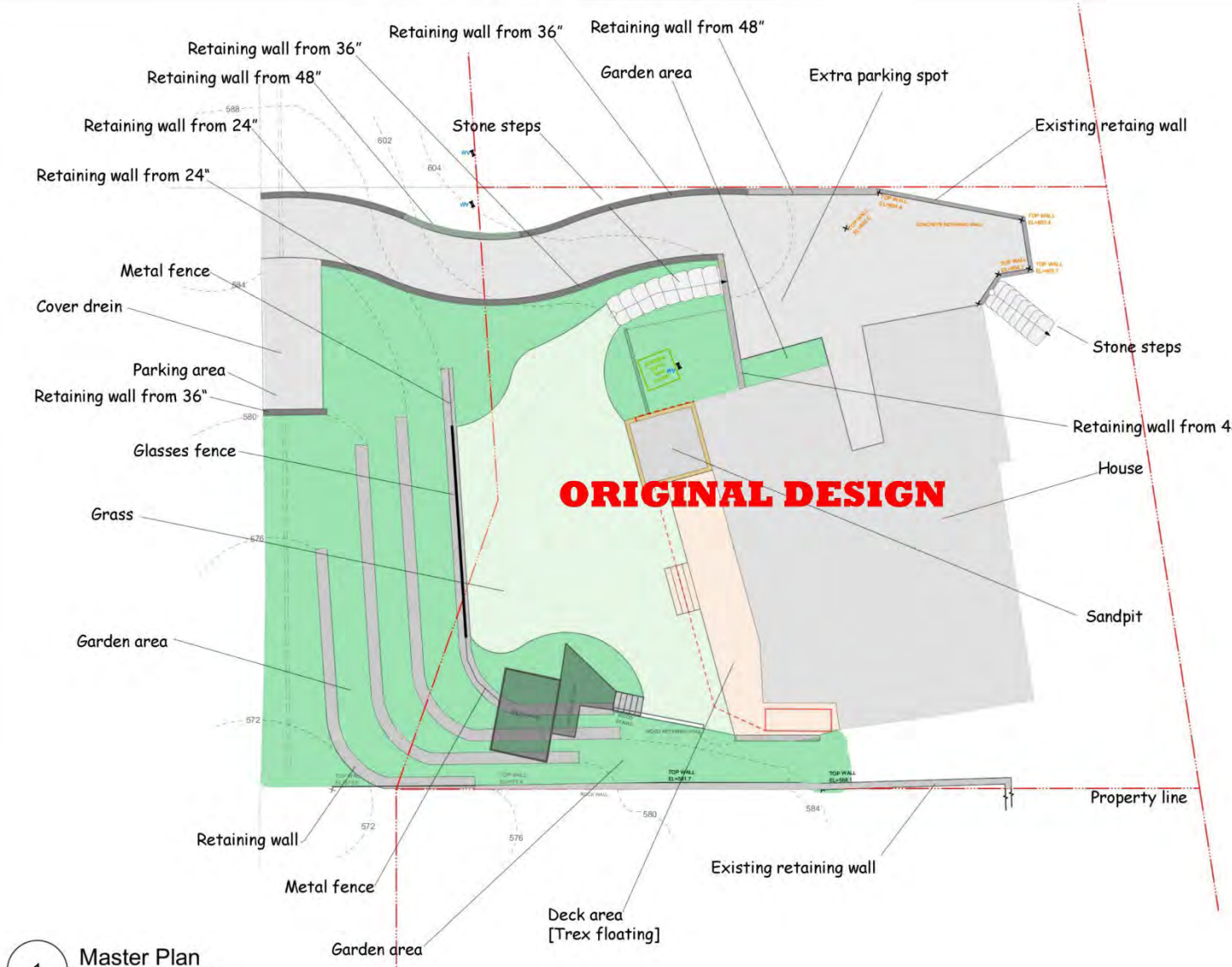


DRAWING TITLE
LANDSCAPE DESIGN PLAN

DRAWING NUMBER

L1

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1 Master Plan
Scale: 1/16" = 1'-0"



No.	Date	REVISION	By:
01	03-01	Update v.02	

SCALE As Shown

CLIENT INFO

Sullivan, Sam and Carmen
340 Oceanview Rd,
Lions Bay, B.C.

DRAWN BY

CHECKED BY ----

NORTH



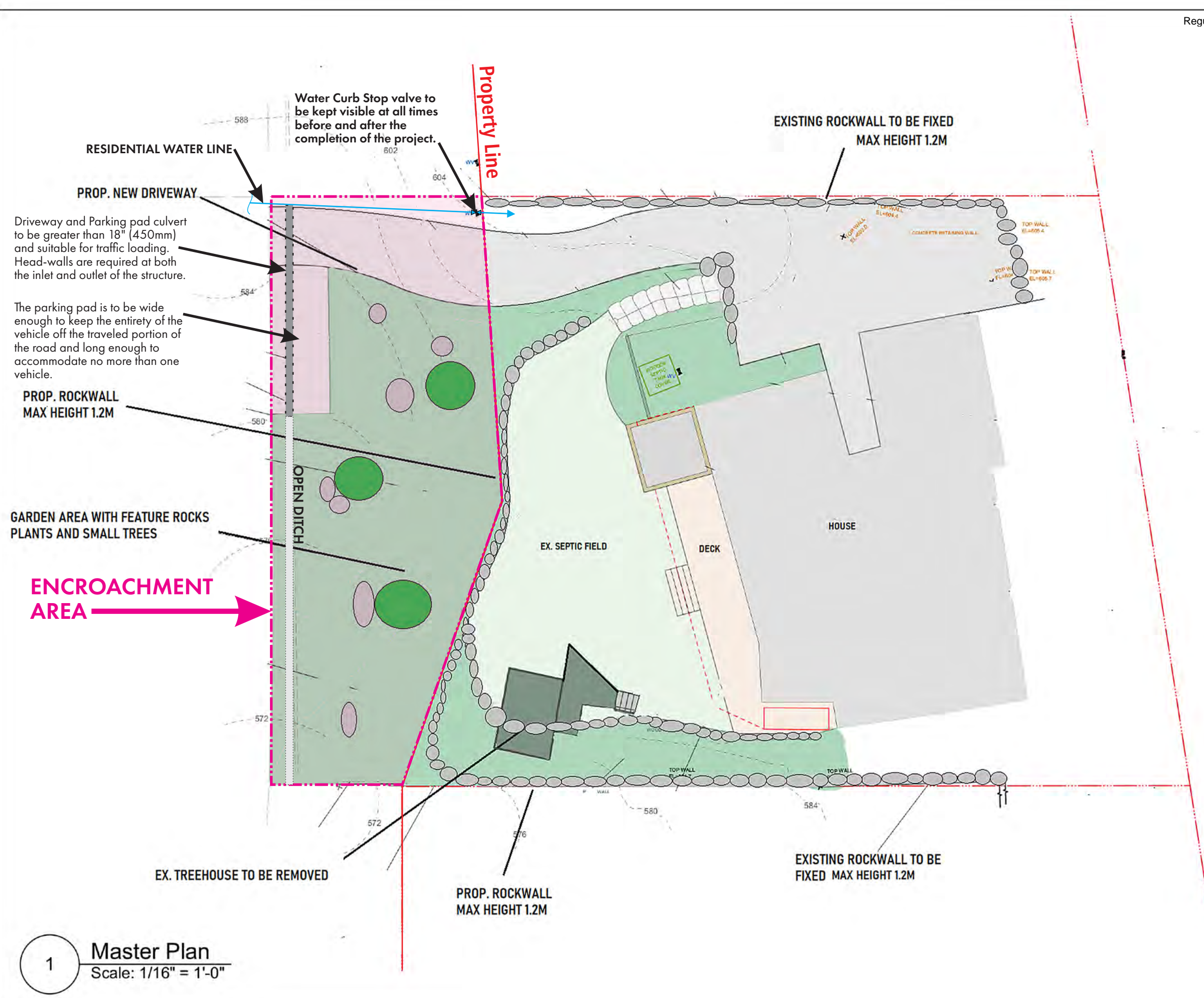
DRAWING TITLE

LANDSCAPE DESIGN PLAN

DRAWING NUMBER

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1 Master Plan
Scale: 1/16" = 1'-0"

**HIGHWAY ENCROACHMENT AGREEMENT
(LICENCE TO OCCUPY)**

THIS AGREEMENT dated for reference the 15th day of March 2022.

BETWEEN:

SAM and **CARMEN SULLIVAN**, residing at 340 Oceanview Road, Lions Bay BC, V0N 2E0
(hereinafter called the "**Licensee**")

AND:

THE VILLAGE OF LIONS BAY, a municipal corporation, having offices at 400 Centre Road,
Lions Bay BC, V0N 2E0
(hereinafter called the "**Municipality**")

GIVEN THAT:

- A. The Municipality holds ownership and possession of highways lying and being in the Village of Lions Bay in the Province of British Columbia as per s. 35(1) of the *Community Charter*. The highway subject to this agreement is known as Oceanview Road as shown on the landscape drawing attached as Schedule "A".

(the "**Road**").
- B. The Licensee is the fee simple owner of those lands adjacent to the Road being in the Village of Lions Bay in the Province of British Columbia, more particularly known and described as:

340 Oceanview Road
Lot 70 Block 7 District Lot 6748 Plan 14024
PID: 007-957-386

(the "**Licensee's Property**").
- C. The Licensee wishes to encroach upon an area of the Road as outlined in black crosshatches on Schedule "A" to this agreement (the "**Licence Area**").
- D. The Municipality has agreed that the Licensee may occupy the Licence Area for the purposes and on the terms and conditions herein set forth.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the premises and covenants contained herein and sum of \$10.00 now paid by the Licensee to the Municipality and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

{00362895; 2 }

1. **Grant of Licence** – The Municipality, on the terms and conditions set forth herein, grants to the Licensee the non-exclusive right and licence (the “**Licence**”) to access, construct and maintain:

- (a) a driveway apron and parking pad, and
- (b) underlying stormwater culvert with inlet and outlet headwalls,

(the “**Works**”)

for only the Licensee and its permitted assigns and their servants, agents and invitees and for the Municipality and its successors and assigns and their servants, agents and invitees, PROVIDED THAT the Licensee and their successors on title, shall be solely responsible for the maintenance, and if necessary, repair or replacement of the water service from the curb stop valve adjacent to the driveway, which delineates the separation between the Municipality’s supply line and the Owners supply line; and shall be solely responsible for keeping the curb stop valve accessible at all times.

2. **Term and Renewal** – This Licence shall commence on the **15th Day of March, 2022** (the “**Commencement Date**”), and shall terminate upon the occurrence of any of the circumstances detailed in section 3, unless otherwise agreed in writing by the Municipality.

3. **Termination**

(a) This License does not create any interest in property and is exclusively for the benefit of the Licensee and the Municipality. The License will automatically terminate upon any of the following occurrences:

- (i) the Licensee disposing of the Licensee’s Property by sale, agreement for sale or lease, unless it has been assigned in accordance with section 11 of this agreement, failing which the transferee may be required to remove some or all of the licensed encroachments set out in this agreement at the cost of the Licensee and at the discretion of the Municipality;
- (ii) the Works being removed with the permission of the Municipality;
- (iii) the Licensee breaches a term of this agreement ;
- (iv) at any time upon the Licensee providing written notice to the Municipality of intention to terminate, in which case the obligations specified in section 8 of this Agreement shall commence;
- (v) at any time upon the Municipality providing at least 6 months written notice of termination without cause to the Licensee; or

- (vi) where the Council of the Municipality considers that, in its sole discretion, the interest of the public in the Licence Area makes it necessary or advisable, or in the case of an emergency as determined by the Municipality, the Council may shorten the time limits in this section.
 - (b) The Licence may be cancelled or terminated despite any rule of law or equity to the contrary in accordance with any of the following provisions:
 - (i) if the Licensee defaults in the observance or performance of any of the terms and conditions contained in this Licence and the Licensee fails to cure such default(s) within 30 days after written notice from the Municipality then the Municipality will be entitled to terminate the Licence without limiting the Municipality's other remedies at law or at equity; and
 - (ii) if the default under subsection (i) reasonably requires more time to rectify or cure than 30 days, the Licensee will be deemed to have complied with the rectification or curing of it if the Licensee commences rectifying or curing the default within 30 days after notice from the Municipality and diligently completes same as soon thereafter as is reasonably practical.
 - (c) All of the Licensee's obligations under this License that are outstanding on the date that this License is terminated will survive the termination of this Agreement. For certainty, the Licensee's obligations to release and indemnify the Municipality shall survive the termination of this Agreement, but only in respect of events occurring before termination of this Agreement.
4. **Powers** – For the purposes of the Licence herein, the Licensee and its servants, agents and invitees shall have the non-exclusive right to:
- (a) use the Licence Area;
 - (b) have unobstructed access to and from the driveway portion of the Licence Area at any and all times;
 - (c) clear the driveway portion of the Licence Area and keep it clear of anything which might in the opinion of the Licensee, acting reasonably, constitute an obstruction to the use of the driveway by the Licensee; and
 - (d) do all other things on the Licence Area as may be reasonably necessary, desirable and incidental to the use of the Licence Area.
5. **Municipality May Access and May Undertake Work** – The Municipality shall have free access to all parts of the License Area. The Municipality is not required to give any notice to repair or dig up the Road or the Licence Area for any purpose, particularly where such

work is considered urgent, but will use reasonable efforts to inform the Licensee as soon as practicable.

6. **Maintenance and Improvements** – The Licensee shall have the sole responsibility for, and cost of, maintaining, repairing or replacing the Works and will provide notice to the Municipality of any work intended to maintain, repair or replace the Works. This Agreement shall be subject to Driveway Crossings Bylaw No. 521, 2017 and without limiting the generality of the foregoing, specifically subject to section 7.8 thereof.

The Licensee will not, without the prior written consent of the Municipality, replace the Works, nor construct, install, affix, place or store or permit the construction, installation, affixing, placing or storage of any other buildings, structures, works, improvements, fencing, material or chattels or anything of any nature or kind other than the Works identified in Schedule “A” on any part of the License Area.

7. **Use** – The Municipality will at all times have a priority right to use and occupy any portion or all of the License Area, without notice, in order to access other portions of the Road, or the Licensee’s Property, or to carry out any public service or responsibility that requires use of or access to the Licence Area.

The Licensee acknowledges and agrees that, by granting this Agreement, the Municipality is not accepting any responsibility for the Licensee’s use of the License Area. The Municipality shall use best efforts to cause a minimum of obstruction and inconvenience in the Licence Area.

8. **Site Clean-up** – Upon termination of this License, the Licensee will leave the License Area in a tidy condition, and the Licensee, if required by the Municipality in its sole discretion, shall remove some or all structures and personal property belonging to the Licensee within 60 days after termination of this Agreement. Any structures or personal property not removed by the Licensee as aforesaid shall become the absolute property of the Municipality free of all encumbrances, without payment of any compensation to the Licensee or may, at the Municipality’s option, be removed and the expense thereof shall constitute a debt due and owing to the Municipality by the Licensee.

9. **No Waste or Nuisance** – The Licensee will not commit or allow any wilful or voluntary waste or destruction of the Licence Area, or do anything that may become a nuisance or annoyance to other occupiers of the Road or adjoining lands. The Licensee will not stockpile or burn any materials on the Licence Area.

10. **Compliance with Laws** – The Licensee will at all times during the currency of this Licence use the Licence Area in compliance with all statutes, laws, regulations and orders of any

authority having jurisdiction and, without limiting the generality of the foregoing, all federal, provincial, or local government laws or statutes or bylaws relating to environmental matters, including all the rules, regulations, policies, guidelines, criteria or the like made under or pursuant to any such laws.

11. **Assignment** – The Owner will not assign this Agreement to any person except a person who succeeds the Licensee as the owner of the Licensee’s Property, or a portion thereof. Upon transfer of the registered or beneficial ownership of the Licensee’s Property, or a portion thereof, the Licensee will:
 - (a) assign this Agreement to the new owner of the Licensee’s Property;
 - (b) as a condition of transfer, require the purchaser to assume the obligations of the Licensee under this Agreement including the obligation to obtain and maintain insurance in accordance with section 14;
 - (c) forthwith upon completing the transfer, advise the Municipality in writing of the assignment and assumption contemplated herein; and
 - (d) remain liable to the Municipality under this Agreement in the event of failure to effect the assignment in the manner set out herein.

12. **Risk** – The Licensee accepts the Licence Area on an as-is basis and agrees that it will use the Licence Area at its own risk, and that the Municipality will not be liable in respect of any loss of life, personal injury, damage to property or loss of property suffered by the Licensee, its servants, agents, or invitees arising out of this Agreement or its or their use and occupation of the Licence Area.

13. **Indemnity** – The Licensee hereby indemnifies and saves harmless the Municipality, its officers, directors, elected officials, employees and agents from and against any and all losses, claims, costs, expenses, damages and liabilities, causes of action, suits and judgments including all costs of defending or denying the same, and all costs of investigation, monitoring, remedial response, removal, restoration or permit acquisition and including all solicitor’s fees and disbursements in connection therewith which at any time may be paid or incurred by or claimed against the Municipality, its officers, directors, elected officials, employees, agents and invitees arising, directly or indirectly, out of:
 - (a) the uses of the Licensee under this Licence;
 - (b) a breach by the Licensee of any of the covenants contained in this Licence;
 - (c) any wrongful act or neglect of the Licensee on or about the Licence Area;
 - (d) any damage to property related to the Licensee’s use and occupancy of the Licence Area;

- (e) any damage to the Road or to Municipal infrastructure beneath the Road;
- (f) the death of or injury to any person arising out of or in any way connected with, directly or indirectly, the Licensee's use and occupancy of the Licence Area.

This section does not apply to liabilities, damages, costs, claims, suits or actions arising out of the gross negligence or wilful misconduct of the Municipality, its agents, servants, employees or contractors.

14. **Insurance** – The Licensee shall obtain and keep in force throughout the existence of the Licence insurance naming the Municipality as an additional insured and protecting the Municipality and the Licensee (without any rights of cross-claim or subrogation against the Municipality) against claims by any person, including any member of the public using the License Area, for personal injury, death, property loss or damage, and third party liability or public liability claims arising from any accident or occurrence on the License Area or other loss relating to the Licensee's use of the Road to an amount of not less than Two Million (\$2,000,000.00) Dollars per occurrence (the "**Insurance Policy**").
- (a) The Insurance Policy shall provide that it is not terminable or alterable without the giving of 30 days' written notice to the Municipality.
 - (b) At the time of execution of this Licence, the Licensee shall deliver to the Municipality a copy of the Insurance Policy or an insurance binder or note evidencing that the Licensee has obtained the Insurance Policy on the terms set out herein.
 - (c) At any time during the Term of this Licence the Municipality may require the Licensee to provide evidence to it that the Insurance Policy is valid and in full effect.
15. **Breach** – In the event that the Licensee breaches any term, condition, or provision of this Agreement, the Licensee shall remedy the breach within 30 days of receipt of a notice from the Municipality and if the breach is not remedied within that time period, all rights accruing to the Licensee under this Agreement shall cease without further notice to the Licensee, unless the Municipality, in its sole discretion, decides otherwise.
16. **Municipality May Take Action** – If the Licensee fails to do any matter required of them under this Agreement, the Municipality is entitled to take all such actions on the Licensee's behalf and at the Licensee's cost as are reasonably necessary to rectify the Licensee's failure, but the Municipality is in no circumstance liable for not taking such action or its manner of doing so, provided that the Municipality acts reasonably. The Licensee shall pay to the Municipality the costs the Municipality incurs pursuant to this provision forthwith upon receipt of an invoice.

17. **General**

- (a) At the Municipality's option, the Licensee agrees to execute a section 219 covenant upon written request of the Municipality, to be prepared by the Municipality's solicitor, to be registered in the applicable Land Title Office incorporating the terms of this Agreement;
- (b) This Agreement will enure to the benefit of and be binding upon the Licensee and its successors, administrators and approved assigns and upon the Municipality and its successors, administrators and assigns.
- (c) Every reference to each party is deemed to include the heirs, executors, administrators, corporate successors, servants, employees, agents, contractors, officers, licensees and invitees of such party, wherever the context so requires or permits.
- (d) Wherever the singular or masculine or neuter is used in this Agreement, the same shall be construed as meaning the plural, the feminine or body corporate where the context or the parties thereto so require.
- (e) The Schedule attached to this Agreement forms part of this Agreement.
- (f) This Agreement constitutes the entire agreement between the parties and no understanding or agreement, oral or otherwise, exists between the parties with respect to the subject matter of this Agreement except as expressly set out in this Agreement, and this Agreement may not be modified except by subsequent agreement in writing between the parties.
- (g) Time is of the essence of this Agreement.
- (h) The section headings have been inserted for reference only and do not define, limit, alter or enlarge the meaning of any provision of this Agreement.
- (i) The Licensee's use of the Licence Area will under all circumstances be viewed as a license only and will not create nor be deemed to create any property interest in favour of the Licensee in the License Area.
- (j) This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia.

- (k) Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Municipality or the Council of the Municipality. Further, nothing contained or implied in this Agreement shall derogate from the obligation of the Licensee under any other agreement with the Municipality or, if the Municipality so elects, prejudice or affect the Municipality's rights, powers, duties or obligation in the exercise of its functions pursuant to the *Community Charter* or the *Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the Municipality's discretion, and the rights, powers, duties and obligations of the Municipality under all public and private statutes, bylaws, orders and regulations, which may be, if the Municipality so elects, as fully and effectively exercised in relation to the License Area as if this Agreement had not been executed and delivered by the Licensee and the Municipality.

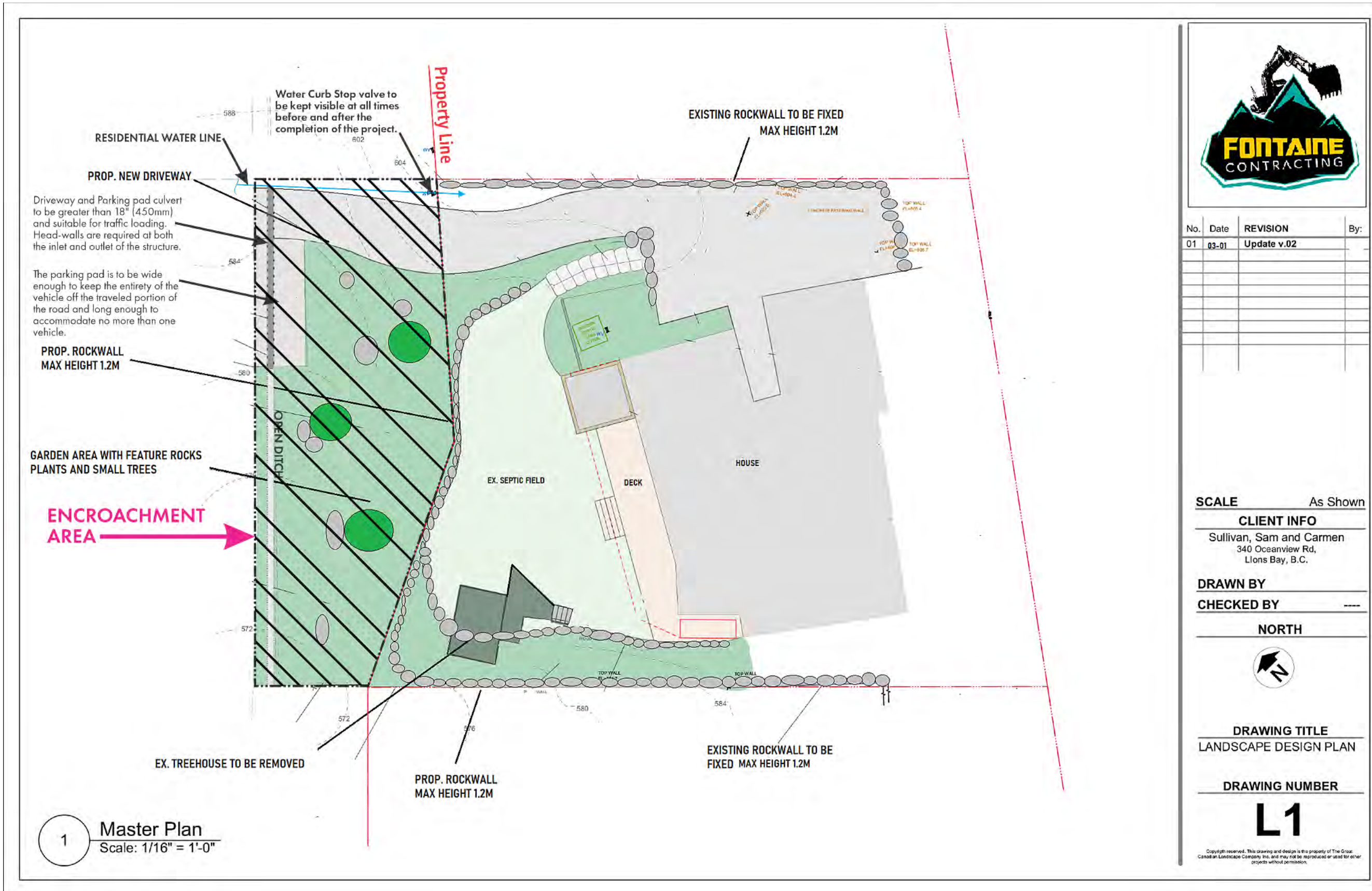
END OF PAGE

IN WITNESS WHEREOF the parties have executed this Agreement as of the date first above written.

Village of Lions Bay)
by its authorized signatories:)
)
)
)
)
)
_____)
Mayor)
)
)
)
)
_____)
Corporate Administrator)

)
Registered Owners of 340 Oceanview)
Road)
)
)
_____)
Sam Sullivan)
)
)
)
_____)
Carmen Sullivan)
)
)
)

SCHEDULE A
SKETCH PLAN OF LICENCE AREA



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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Addendum to Housing Needs Assessment Report		
Author	Peter DeJong	Reviewed By:	Karla Duarte
Date	March 10, 2022	Version	
Issued for	March 15, 2022 Regular Council Meeting		

Recommendation:

THAT Council approves the Addendum to the Village of Lions Bay Housing Needs Assessment Report, attached to the report titled: "Addendum to Housing Needs Assessment Report" presented to Council at the March 15, 2022 Regular Council Meeting.

Attachments:

Draft Addendum to the Village of Lions Bay Housing Needs Assessment Report

Key Information:

At the last Council meeting on March 1, 2022, the following resolution was passed:

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; and

THAT Council directs staff to produce an addendum to the 2021 Village of Lions Bay Housing Needs Assessment Report with additional Village data to be appended to the Housing Needs Assessment Report, to be reviewed at the next Regular Council meeting before submitting to the Province via UBCM and to Metro.

The attached draft Addendum provides additional data directly from the Village of Lions Bay with a couple of 2021 Census updates. The Report was based on the 2016 Census data provided by Metro Vancouver. The local data provides a more detailed contextual lens to help interpret housing information contained in the Housing Needs Assessment Report.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Corrections and amendments to the Report identified at the March 1st meeting will be addressed by the planning consultants prior to submission of the Report.

Options:

1. Approve the Addendum;
2. Amend and then approve the Addendum;
3. Direct staff alternatively.

Preferred Option: Option 1 is preferred and will ensure that additional current local data and information is included in this legislatively mandated report. Preferably, the Addendum will attach to Appendix A of the Report, but if necessary, can be attached as Appendix C.

Follow Up Action and Communication Plan: Provide approved Addendum to planning consultants for submission to the Province (UBCM) and Metro.



Addendum to the Village of Lions Bay Housing Needs Assessment Report
(per March 2022 Village of Lions Bay data, unless otherwise indicated)

- Total Land Area: **2.53 km²** (per 2021 Census)
- 2021 Population Count: **1390** (per 2021 Census)
- Number of Townhouses: **26**
- Number of Single Family Dwellings (SFDs) on assessment roll: **528**
- Number of Registered Secondary Suites in those SFDs: **58**
- Total Dwellings/Households: **612** (557 per 2021 Census)
- Number of Undeveloped RS-1 lots with capacity for sewer service: **10** (of which 3 have new Building Permits)
- Number of Undeveloped RS-1 lots requiring on-site septic service: **7** (of which 1 has a Building Permit pending)
- Total number of SFD parcels (developed and undeveloped): **545**

Some SFD lots would be eligible to add a cottage or subdivide. The ability to add a cottage or subdivide depends upon the particular circumstances of the parcel and, without limitation, such factors as size, access, setbacks, water and sewage capacity, topography, and hazards, as well as the adoption of OCP amendments to incorporate statements and map designations regarding restrictions on the use of land that is subject to hazardous conditions, per the *Local Government Act*. These constraints are exacerbated by the size of the Village which, at 2.53 square kilometres, is one of the smallest municipalities in the province, and by a lack of services to support rural growth in the community.

**There are additional undeveloped "parcels" that may show up on a search of the assessment role, but most are owned by the Province and many relate to lands adjacent to creek mitigation works. There are a few parcels owned by the Municipality for parks and for current or future infrastructure; the remainder are mainly large parcels above existing development, some of which are considered hazard lands. There are an additional three parcels owned by private entities but two of those are essentially part of a larger parcel and should be merged; none of the three are separately developable.*

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Report to Council		
Title	Information Report – 2012-2020 Labour Analysis		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	March 10, 2022	Version	-
Issued for	March 15, 2022 Regular Council Meeting		

RECOMMENDATION

THAT the Information Report “2012-2020 Labour Analysis” be received for information purposes.

ATTACHMENTS

- 2012-2020 Labour Analysis

KEY INFORMATION

Council directed staff to prepare an analysis of the 2012 – 2020 labour costs as reported in the *Statement of Operations by Segment* Schedule in the Village’s audited annual Financial Statements. The analysis is attached.

FOLLOW UP ACTION

Staff will be available to respond to any questions at the March 15, 2022 Council meeting.

**Village of Lions Bay
Labour Analysis
Per Audited Financial Statements - Segmented Note
2012 to 2020**

		Total Labour Cost (including wages and benefits)																	
		2020		2019		2018		2017		2016		2015		2014		2013		2012	
1	Council	51,635	2.6%	50,328	14.7%	43,868	9.6%	40,023	2.9%	38,884	-6.4%	41,537	0.9%	41,166	0.0%	41,162	0.0%	41,162	
2	Fire	134,841	2.4%	131,653	25.1%	105,223	6.8%	98,517	-0.3%	98,858	-2.7%	101,609	17.9%	86,201	8.9%	79,156	-16.7%	95,069	
3	Admin	629,205	18.8%	529,538	0.9%	524,671	3.9%	504,794	8.8%	463,906	13.7%	408,142	6.7%	382,657	36.1%	281,260	5.1%	267,642	
4	Emergency Mngt	40,563	112.4%	19,095	n/a	-		-		-		-		-		-		-	
5	Building Dept.	30,682	-1.3%	31,099	9.6%	28,366	-0.4%	28,493	-36.9%	45,171	140.5%	18,780	21.9%	15,405	9.2%	14,107	6.0%	13,309	
6	Bylaw	44,137	63.4%	27,011	-9.3%	29,766	68.9%	17,621	-7.3%	19,017	21.1%	15,703	66.5%	9,433	207.5%	3,068	-49.6%	6,088	
7	PW	718,921	5.0%	684,991	6.7%	642,236	11.2%	577,670	3.9%	555,882	-1.3%	563,123	6.1%	530,745	16.8%	454,580	2.0%	445,634	
Total		1,649,984	12.0%	1,473,715	7.2%	1,374,128	8.4%	1,267,117	3.7%	1,221,718	6.3%	1,148,894	7.8%	1,065,607	22.0%	873,333	0.5%	868,904	
Total per F/S		1,365,087																717,711	
Actuarial Sick Time Credit		108,628																868,904	
																		Labour number was incorrectly reported in 2012	
Budgeted FTE's		2020		2019		2018		2017		2016		2015		2014		2013		2012	
	CAO	1.00		1.00		1.00		1.00		1.00		1.00		1.00		1.00		1.00	
	CFO	1.00		1.00		1.00		1.00		1.00		1.00		1.00		n/a		n/a	
	Office Staff	3.50		3.08		2.85		2.80		2.70		2.70		2.70		2.65		2.65	
	Emergency Mngt	0.40		0.30		n/a		n/a		n/a		n/a		n/a		n/a		n/a	
	Building Department	0.30		0.30		0.30		0.23		0.23		0.20		0.20		0.20		0.20	
	Bylaw	0.51		0.37		0.37		0.37		0.32		0.16		0.16		0.16		0.16	
	PW Manager	1.00		1.00		1.00		1.00		1.00		1.00		1.00		1.00		1.00	
	PW Staff	6.00		6.00		5.50		4.80		4.60		4.60		4.60		4.00		4.00	
Total		13.71		13.05		12.02		11.20		10.85		10.66		10.66		9.01		9.01	
	CAO	P. DeJong		P. DeJong		P. DeJong		P. DeJong		P. DeJong		M. Koonts/Vacant/PT Contract		Contract		F. Zaba/Contract		R. Mandruk/Vacant/F. Zaba	
	CFO	P. Rooke		P. Rooke		P. Rooke		P. Rooke		P. Rooke		P. Rooke		Contract		n/a		vacant/n/a	
	PW Manager	N. Jaffer		N. Jaffer		N. Jaffer		N. Jaffer		N. Jaffer		N. Hoglund		N. Hoglund		C. Partridge		C. Partridge	

Village of Lions Bay
Labour Analysis
Per Audited Financial Statements - Segmented Note
2012 to 2020

Variance Analysis

- 1 Council vacancies in 2016 and 2017. Received 9% increase in 2019 to offset elimination of tax free allowance.
- 2 Fire trainer started in September 2018 as an employee with benefits. Previously the training was done by a consultant and costs were not included in wages. The number of volunteers fluctuates year over year, between 22 - 30 on average.
- 3 In 2012 and 2013, the CAO and CFO roles were combined into one position. In 2014, a CAO and a Finance Manager were hired as contract employees. In 2015, a full-time permanent CFO was hired. In 2016 a full-time permanent CAO was hired. The office staff unionized in 2013, resulting in job re-classifications and wage increases which were paid out retroactively in 2016. Council approved a 0.6 FTE increase in office administration in 2019. There were vacancies in the department for several months after a staff retirement.
- 4 The new position of Deputy Emergency Planning Coordinator started in July 2019.
- 5 The Building Inspector position was re-classified in 2016, retroactive to 2013 when the office staff unionized.
- 6 The number of BEO's and hours worked increased in 2020 due to the influx of visitors to the Village and the resulting parking issues.
- 7 In 2012, 2013 and 2014, there were periods of time the budgeted FTE positions were not filled due to high turnover. This stabilized in 2015. The number of Public Works staff has increased by 2 FTE's since 2012. In 2018, the PW staff positions were re-classified.

Village of Lions Bay
Schedule 1 - Statement of Operations by Segment

For the year ended December 31, 2012

	Government Services	Protective Services	Transportation	Environment Health Services	Recreational and Cultural Services	Fiscal Services	Water Utility	Sewer Utility	Unallocated	2012 Actual	2012 Fiscal Plan
Revenues											
General taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,670	\$ 19,000	\$ 1,082,576	\$ 1,305,246	\$ 1,295,972
Utility charges	-	-	-	-	-	-	320,914	32,400	-	353,314	353,914
Government grants - Federal	-	-	-	-	850	-	-	-	-	850	850
Government grants - Provincial	-	23,639	-	-	-	-	-	-	421,067	444,706	761,417
Sales of services	-	-	-	214,573	32,150	-	-	-	4,311	251,034	257,039
Other revenue	15,279	47,797	-	-	-	65,269	-	-	-	128,345	198,640
	<u>15,279</u>	<u>71,436</u>	<u>-</u>	<u>214,573</u>	<u>33,000</u>	<u>65,269</u>	<u>524,584</u>	<u>51,400</u>	<u>1,507,954</u>	<u>2,483,495</u>	<u>2,867,832</u>
Expenses											
Operating											
Goods and services	206,267	210,142	127,968	184,099	62,056	-	211,992	10,765	-	1,013,289	1,279,509
Labour	264,560	23,641	265,939	4,500	50,345	-	108,495	231	-	717,711 *	799,783
Amortization	286,274	-	-	-	-	-	142,871	21,609	-	450,754	-
	<u>757,101</u>	<u>233,783</u>	<u>393,907</u>	<u>188,599</u>	<u>112,401</u>	<u>-</u>	<u>463,358</u>	<u>32,605</u>	<u>-</u>	<u>2,181,754</u>	<u>2,079,292</u>
Interest	-	-	-	-	-	-	-	-	93,494	93,494	-
	<u>757,101</u>	<u>233,783</u>	<u>393,907</u>	<u>188,599</u>	<u>112,401</u>	<u>-</u>	<u>463,358</u>	<u>32,605</u>	<u>93,494</u>	<u>2,275,248</u>	<u>2,079,292</u>
Excess (deficiency) in revenues over expenses	\$ (741,822)	\$ (162,347)	\$ (393,907)	\$ 25,974	\$ (79,401)	\$ 65,269	\$ 61,226	\$ 18,795	\$ 1,414,460	\$ 208,247	\$ 788,540

** As reported in December 31, 2012 Financial statements*

Village of Lions Bay
Schedule 2 -Combined Statement of Operations by Segment

For the year ended December 31, 2012

	General Government	Protective Services	Public Works Operation	Solid Waste Collection	Planning and Development	Park Recreation and Culture	Water Utility	Sewer Utility	2012 Actual	2012 Financial Plan
Revenues										
General taxes	\$ 1,082,576	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,670	\$ 19,000	\$ 1,305,246	\$ 1,295,972
Utility charges	-	-	-	213,202	-	-	320,914	32,400	566,516	568,128
Government grants - Federal	-	-	-	-	-	850	-	-	850	850
Government grants - Provincial	420,948	23,648	-	-	-	110	-	-	444,706	761,417
Gain on sales of TCA	5,233	-	-	-	-	-	-	-	5,233	-
Sales of services	2,010	-	-	-	16,307	57,060	-	-	75,377	102,124
Other revenue	29,224	56,342	-	-	-	-	-	-	85,566	139,341
	<u>1,539,991</u>	<u>79,990</u>	<u>-</u>	<u>213,202</u>	<u>16,307</u>	<u>58,020</u>	<u>524,584</u>	<u>51,400</u>	<u>2,483,494</u>	<u>2,867,832</u>
Expenses										
Operating										
Goods and services	133,703	152,627	120,056	188,599	6,131	41,703	210,266	10,761	863,846	947,935
Labour	338,871	81,157	273,852	-	13,309	51,259	110,221	235	868,904 *	1,041,635
Amortization	286,274	-	-	-	-	-	142,871	21,609	450,754	-
	<u>758,848</u>	<u>233,784</u>	<u>393,908</u>	<u>188,599</u>	<u>19,440</u>	<u>92,962</u>	<u>463,358</u>	<u>32,605</u>	<u>2,183,504</u>	<u>1,989,570</u>
Interest	-	-	4,717	-	-	-	87,027	-	91,744	89,722
	<u>758,848</u>	<u>233,784</u>	<u>398,625</u>	<u>188,599</u>	<u>19,440</u>	<u>92,962</u>	<u>550,385</u>	<u>32,605</u>	<u>2,275,248</u>	<u>2,079,292</u>
Excess (deficiency) in revenues over expenses	<u>\$ 781,143</u>	<u>\$ (153,794)</u>	<u>\$ (398,625)</u>	<u>\$ 24,603</u>	<u>\$ (3,133)</u>	<u>\$ (34,942)</u>	<u>\$ (25,801)</u>	<u>\$ 18,795</u>	<u>\$ 208,246</u>	<u>\$ 788,540</u>

** As restated in December 31, 2013
 Financial statements*

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Tree Application #119 – 220 Mountain Drive		
Author	Shawna Driscoll	Reviewed By:	Peter DeJong
Date	March 10, 2022	Version	
Issued for	March 15, 2022 Regular Council Meeting		

Recommendation:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 119 – 220 Mountain Drive, subject to the following:

1. Trimming is to be in accordance with the photos and requested work in the application materials;
2. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
3. 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:
 - a. compliance with the bylaw restrictions regarding bird nesting season,
 - b. traffic management plan *to be approved by Public Works*,
 - c. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 - d. any other Municipal bylaw requirements.

AND THAT Council approve routine maintenance for a period of three years before another Tree Application is required, *subject to the foregoing conditions*.

Attachments:

Tree Application Package and Tree Committee Meeting Minutes

Key Information:

No neighbours were opposed. Italicized portions of the recommended resolution have been added by staff.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

Tree Cutting Application Form

All fields must be completed

Applicant's Full Name: <i>Andrea Bradshaw</i>	
Address: <i>220 Mountain Dr</i>	
Phone: [REDACTED]	
Arborist/Contractor Name: <i>Pacific West Tree services</i>	
Phone: <i>604-341-0651</i>	Email: <i>info@pacifwesttree.ca</i>

Office Use Only	Tree Application Number: 119
Received by: S.D.	Date: Feb 16/22
Amount Paid: \$75	Cash or Cheque:
Application Complete? (Y/N) yes	If no, reason:
Date referred to Public Works: Feb 18/22	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:	Received Damage Deposit: Name of Arborist/Contractor:
Date of Letter Notifying Applicant of Decision: (Mar 26-Aug 16 Registered Professional Biologist):	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

Species/Description of Tree(s):
Cedar hedge.

Location of Tree(s):
along our property line on the Bayview side of our property.

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

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

Please provide additional comments which may be useful:
We would like to bring hedge into line with what Hydro has trimmed on southern portion, and remove some height from northern portion so we may see the water from the lower portion of our house.

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.

I understand that per section 3.4.8 of Tree Bylaw No. 393, 2007, in order to protect nesting birds, no tree cutting may be carried out between March 26th and August 16th in any given year, unless:

- the cutting is required to deal with a Hazardous Tree; or
- subject to the requirement for a nesting survey by a Registered Professional Biologist, the cutting is approved by the Council as an exception where the application is connected to a building permit or other process which, if delayed, the Council considers would result in hardship to the applicant and the Council may consider:
 - i. the circumstances of the applicant;
 - ii. the scope and location of the application;
 - iii. the timing of the cutting in relation to the nesting calendar attached as Schedule "E" to the Tree bylaw.

A. Bradshaw

[Redacted Signature]

Feb 16/22

Name of Applicant (Please Print)

Signature


Date Signed







Public Works Tree Cutting Referral Comments

Tree Cutting Application Number: 119
Name of Applicant: Andrea Bradshaw
Address of Applicant: 220 Mountain Dr
Location of Trees(s);
Clearly on Municipal Land: (Y/N) (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): YES, HYDRO AND TELUS
Slope Stability Considerations: NO
Replanting Required (Y/N and recommendations, if any): NO
Traffic Management : (Y/N) YES
Other Considerations / Comments: DETAILED CLEAN UP AT THE BAYVIEW FLUME
Attachments (Y/N and Description): NO 

**TREES, VIEWS & LANDSCAPES COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY**

HELD ON FRIDAY, MARCH 4, 2022 starting at 9:00 AM

ON SITE:

85 Sunset Drive at 9:00 AM

220 Mountain Dr. at 9:20 AM

360 Oceanview Rd. at 9:40 AM

MINUTES

PRESENT: Ron McLaughlin, Jay Barber, Mike Jury

REGRETS: Simon Waterson

1. Call to Order

Those members present called the meeting to order at 9 AM.

2. Appointment of Recorder

R. McLaughlin was appointed as the recorder

3. Approval of the Agenda

Moved/Seconded

THAT the agenda be approved, as amended.

CARRIED

4. **Public Questions & Comments - None**

5. **Approval of Minutes**

A. Minutes from February 24, 2022, Committee Meeting

Moved/Seconded

THAT the Trees, Views and Landscapes Committee approve the February 24, 2022 Committee meeting minutes.

CARRIED

6. **Business Arising from the Minutes - None**

7. **Unfinished Business - None**

8. **New Business**

A. Tree Application #120 – 85 Sunset Dr.

Recommendation

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council **approves** Tree Cutting Permit Application No. 120, subject to the following:

1. **Topping** is to be in accordance with the photos and requested work in the application materials;

2. 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;
3. 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:
 1. Compliance with the bylaw restrictions regarding bird nesting season,
 2. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 3. any other Municipal bylaw requirements

* The Committee recommends Council approve routine maintenance for a period of three years before another Tree Application is required.

2. Tree Application #119 – 220 Mountain Dr.

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approve Tree Cutting Permit Application No. 119, subject to the following:

4. Trimming is to be in accordance with the photos and requested work in the application materials;
5. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
6. 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:
 3. Compliance with the bylaw restrictions regarding bird nesting season,
 4. Traffic management plan
 5. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and

6. any other Municipal bylaw requirements

* The Committee recommends Council approve routine maintenance for a period of three years before another Tree Application is required.

3. Tree Application #121 – 360 Oceanview Rd.

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council **approves** Tree Cutting Permit Application No. 119, subject to the following:

7. **Cutting/Topping/Trimming** is to be in accordance with the photos and requested work in the application materials;
8. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
9. 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:
 7. Compliance with the bylaw restrictions regarding bird nesting season,
 8. Traffic management plan, if applicable
 9. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 10. any other Municipal bylaw requirements

* The Committee recommends Council approve routine maintenance for a period of three years before another Tree Application is required.

- D. **Tree Committee members to meet with the CAO.**

>> The members asked that staff canvas to arrange a Zoom meeting to conclude the topics addressed at our last meeting in 2021.

9. **Public Questions & Comments - None**

10. **Adjournment**

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10 PM}



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Tree Application #120 – 85 Sunset Drive		
Author	Shawna Driscoll	Reviewed By:	Peter DeJong
Date	March 9, 2022	Version	
Issued for	March 15, 2022 Regular Council Meeting		

Recommendation:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 120 – 85 Sunset Drive, subject to the following:

1. Topping is to be in accordance with the photos and requested work in the application materials;
2. 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;
3. 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:
 - a. compliance with the bylaw restrictions regarding bird nesting season,
 - b. *traffic management plan to be approved by Public Works,*
 - c. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 - d. any other Municipal bylaw requirements.

AND THAT Council approve routine maintenance for a period of three years before another Tree Application is required, *subject to the foregoing conditions.*

Attachments:

- (1) Tree Application Package and Tree Committee Meeting Minutes

Key Information:

No neighbours were opposed. Italicized portions of the recommended resolution have been added by staff.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Schedule "A"

Tree Cutting Application Form

All fields must be completed

Applicant's Full Name: TYSON KNAAK	
Address: 85 SUNSET DR	
Phone: [REDACTED]	Email: [REDACTED]
Arborist/Contractor Name: STEVE'S TREES	
Phone: 778-231-5091	Email: shotzak@yahoo.com

Office Use Only	Tree Application Number: 120
Received by: S.D.	Date: Feb 16/22
Amount Paid: \$75	Cash or Cheque:
Application Complete? (Y/N) Yes	If no, reason:
Date referred to Public Works: Feb 18/22	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: (Mar 26-Aug 16 Registered Professional Biologist):	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><i>Cedars</i></p>
<p>Location of Tree(s):</p> <p><i>Along street frontage.</i></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 checked="" type="checkbox"/> Blocking sunlight</p> <p><input type="checkbox"/> Attracting wildlife</p>	<p><input checked="" 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 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:

Application made because over hanging branches are too heavy during heavy snowfall, causing rubbing on top of cars. Top trees 6-8 ft from powerlines

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

None



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.

I understand that per section 3.4.8 of Tree Bylaw No. 393, 2007, in order to protect nesting birds, no tree cutting may be carried out between March 26th and August 16th in any given year, unless:

- the cutting is required to deal with a Hazardous Tree; or
- subject to the requirement for a nesting survey by a Registered Professional Biologist, the cutting is approved by the Council as an exception where the application is connected to a building permit or other process which, if delayed, the Council considers would result in hardship to the applicant and the Council may consider:
 - i. the circumstances of the applicant;
 - ii. the scope and location of the application;
 - iii. the timing of the cutting in relation to the nesting calendar attached as Schedule "E" to the Tree bylaw.

TYSON KNAAK

Name of Applicant (Please Print)



Signature

15 FEB 2022

Date Signed



Public Works Tree Cutting Referral Comments

Tree Cutting Application Number: 120
Name of Applicant: Tyson Knaak
Address of Applicant: 85 Sunset Dr
Location of Trees(s);
Clearly on Municipal Land: (Y/N) (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): YES, TELUS, HYDRO
Slope Stability Considerations: no
Replanting Required (Y/N and recommendations, if any): no
Traffic Management : (Y/N) no
Other Considerations / Comments:
Attachments (Y/N and Description): no GB

TREES, VIEWS & LANDSCAPES COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY

HELD ON FRIDAY, MARCH 4, 2022 starting at 9:00 AM

ON SITE:

85 Sunset Drive at 9:00 AM

220 Mountain Dr. at 9:20 AM

360 Oceanview Rd. at 9:40 AM

MINUTES

PRESENT: Ron McLaughlin, Jay Barber, Mike Jury

REGRETS: Simon Waterson

1. Call to Order

Those members present called the meeting to order at 9 AM.

2. Appointment of Recorder

R. McLaughlin was appointed as the recorder

3. Approval of the Agenda

Moved/Seconded

THAT the agenda be approved, as amended.

CARRIED

4. **Public Questions & Comments - None**

5. **Approval of Minutes**

A. Minutes from February 24, 2022, Committee Meeting

Moved/Seconded

THAT the Trees, Views and Landscapes Committee approve the February 24, 2022 Committee meeting minutes.

CARRIED

6. **Business Arising from the Minutes - None**

7. **Unfinished Business - None**

8. **New Business**

A. Tree Application #120 – 85 Sunset Dr.

Recommendation

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council **approves** Tree Cutting Permit Application No. 120, subject to the following:

1. **Topping** is to be in accordance with the photos and requested work in the application materials;

2. 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;
3. 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:
 1. Compliance with the bylaw restrictions regarding bird nesting season,
 2. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 3. any other Municipal bylaw requirements

* The Committee recommends Council approve routine maintenance for a period of three years before another Tree Application is required.

2. Tree Application #119 – 220 Mountain Dr.

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approve Tree Cutting Permit Application No. 119, subject to the following:

4. Trimming is to be in accordance with the photos and requested work in the application materials;
5. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
6. 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:
 3. Compliance with the bylaw restrictions regarding bird nesting season,
 4. Traffic management plan
 5. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and

6. any other Municipal bylaw requirements

* The Committee recommends Council approve routine maintenance for a period of three years before another Tree Application is required.

3. Tree Application #121 – 360 Oceanview Rd.

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council **approves** Tree Cutting Permit Application No. 119, subject to the following:

7. **Cutting/Topping/Trimming** is to be in accordance with the photos and requested work in the application materials;
8. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
9. 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:
 7. Compliance with the bylaw restrictions regarding bird nesting season,
 8. Traffic management plan, if applicable
 9. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 10. any other Municipal bylaw requirements

* The Committee recommends Council approve routine maintenance for a period of three years before another Tree Application is required.

- D. **Tree Committee members to meet with the CAO.**

>> The members asked that staff canvas to arrange a Zoom meeting to conclude the topics addressed at our last meeting in 2021.

9. **Public Questions & Comments - None**

10. **Adjournment**

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10 PM}



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Tree Application #121 – 360 Oceanview Road		
Author	Shawna Driscoll	Reviewed By:	Peter DeJong
Date	March 10, 2022	Version	
Issued for	March 15, 2022 Regular Council Meeting		

Recommendation:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 121 – 360 Oceanview Road, subject to the following:

1. Cutting, topping, trimming is to be in accordance with the photos and requested work in the application materials;
2. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
3. 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:
 - a. Compliance with the bylaw restrictions regarding bird nesting season,
 - b. Traffic management plan, if applicable, *to be approved by Public Works*,
 - c. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 - d. any other Municipal bylaw requirements

AND THAT Council approve routine maintenance for a period of three years before another Tree Application is required, *subject to the foregoing conditions*.

Attachments:

Tree Application Package and Tree Committee Meeting Minutes

Key Information:

No neighbours were opposed. Italicized portions of the recommended resolution have been added by staff.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

Tree Cutting Application Form



All fields must be completed

Applicant's Full Name: Adair Nitsch	
Address: 360 Oceanview Rd	
Phone: [REDACTED]	
Arborist/Contractor Name: TBD All Companies quoting have Worksafe and \$5 Million Liability	
Phone:	Email:

Office Use Only	Tree Application Number: 121
Received by: S.D.	Date: Feb 22/22
Amount Paid: \$75	Cash or Cheque: chq # 31
Application Complete? (Y/N) Yes	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

Species/Description of Tree(s):
 Tree #1 Cedar 41" with two shoots 1A 20" 1B 14" TRIM ; Tree #2 Fir 37" with shoot 2A 26" TRIM
 Tree #3 Birch 33" Remove; Tree #4 Birch 29" Remove; Tree #5 Cedar 56" with shoot 15.5" TRIM

Front: Tree#1F Fir 28.5; Tree #2F Birch 18"; Tree 3F Birch 25" and Tree #4F Cherry 43.5"

335 Oceanview Rd Birch Tree 41" - to be removed as is declining in health

Location of Tree(s):
 The first group of trees #1-5 are located beside Oceanview Road in front of 305 Oceanview Road and 315 Oceanview Road. Second group of trees are located beside Oceanview Road in front of 315 Oceanview Road. Third set of trees (One Birch) is located beside Oceanview Rd in front of 335 Oceanview Road. All trees have been marked by orange tape and numbered as outlined above.

**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> <ul style="list-style-type: none"> <input type="checkbox"/> Too close to property (foundation, garage, fence, etc.) <input checked="" type="checkbox"/> Dead, dying or diseased <input checked="" type="checkbox"/> Unattractive <input checked="" type="checkbox"/> Blocking sunlight <input type="checkbox"/> Attracting wildlife 	<ul style="list-style-type: none"> <input type="checkbox"/> Interfering with infrastructure (roads, sidewalks, etc.) <input type="checkbox"/> Leaves causing problems <input type="checkbox"/> Blocking site access <input checked="" type="checkbox"/> Affecting house value <input type="checkbox"/> Hazardous <input checked="" type="checkbox"/> Interfering with view
<p>Please provide additional comments which may be useful: Neighbours of Upper Oceanview Road are working together to clean up, increase view and open sunshine for each other. Addresses involved at this current time are: 315, 325, 330, 335, 340, 360 and 380. We are not looking to remove the village trees, other then ill or declining trees. We are looking to trim and tighten the look of the trees, along with trees located on individuals properties. The trees are being trimmed to the previously trimmed height to the lower level of the group of three wires. This has been the Height the village has approved in previous years. The Neighbourhood group worked together to create The plan together. All trimming/removal of trees have been discussed with 305 and confirmed to be okay to continue according to the plan outlined.</p>	
<p>Replanting Plan, if any (please include anticipated timeframe for completion): As most trees are being trimmed, there is no need to replace with anything. The tree in front of 325 has several shoots coming from the base which will be left to continue growing, managed and replace current tree. The two trees between 305 & 315 will open room for other plants to flourish. Including trimming back the tree to allow the Japanese Maple on 305 to balance it's foliage. 305 already had intentions of adding more plants in the space. The group will see if anything needs to be planted once everything has been completed. Any replanting will take place in 2022 according to planting season.</p>	



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.

Adair Nitsch

February 19, 2022

Name of Applicant (Please Print)

Signature

Date Signed

Orange Line shows the trees we are looking to trim to the previous pruned height. The line for pruning is the lower line of the group of three wires.







The picture below shows the rot at the top of the tree we are requesting approval to remove. The orange X represents trees we wish to remove and the orange line is the trees we wish to trim. All Lions Bay Village trees have been marked with orange tape around the trunk and numbered as per the application outline.

















Public Works Tree Cutting Referral Comments

Tree Cutting Application Number: 121

Name of Applicant: Adair Nitsch

Address of Applicant: 360 Oceanview Road

Location of Trees(s); 305, 315, 335 Oceanview Road

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

Location in Relation to Municipal Infrastructure (Present & Future):
- Not close to Municipal Infrastructure

Location in Relation to Others' Infrastructure (Telus/Hydro Lines, etc):
- Set back several meters from hydro lines

Slope Stability Considerations:
None

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

Traffic Management : (Y/N)
Unless equipment can be set off roadway

Other Considerations / Comments:

Attachments (Y/N and Description):

TREES, VIEWS & LANDSCAPES COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY

HELD ON FRIDAY, MARCH 4, 2022 starting at 9:00 AM

ON SITE:

85 Sunset Drive at 9:00 AM

220 Mountain Dr. at 9:20 AM

360 Oceanview Rd. at 9:40 AM

MINUTES

PRESENT: Ron McLaughlin, Jay Barber, Mike Jury

REGRETS: Simon Waterson

1. Call to Order

Those members present called the meeting to order at 9 AM.

2. Appointment of Recorder

R. McLaughlin was appointed as the recorder

3. Approval of the Agenda

Moved/Seconded

THAT the agenda be approved, as amended.

CARRIED

4. **Public Questions & Comments - None**

5. **Approval of Minutes**

A. Minutes from February 24, 2022, Committee Meeting

Moved/Seconded

THAT the Trees, Views and Landscapes Committee approve the February 24, 2022 Committee meeting minutes.

CARRIED

6. **Business Arising from the Minutes - None**

7. **Unfinished Business - None**

8. **New Business**

A. Tree Application #120 – 85 Sunset Dr.

Recommendation

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council **approves** Tree Cutting Permit Application No. 120, subject to the following:

1. **Topping** is to be in accordance with the photos and requested work in the application materials;

2. 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;
3. 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:
 1. Compliance with the bylaw restrictions regarding bird nesting season,
 2. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 3. any other Municipal bylaw requirements

* The Committee recommends Council approve routine maintenance for a period of three years before another Tree Application is required.

2. Tree Application #119 – 220 Mountain Dr.

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approve Tree Cutting Permit Application No. 119, subject to the following:

4. Trimming is to be in accordance with the photos and requested work in the application materials;
5. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
6. 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:
 3. Compliance with the bylaw restrictions regarding bird nesting season,
 4. Traffic management plan
 5. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and

6. any other Municipal bylaw requirements

* The Committee recommends Council approve routine maintenance for a period of three years before another Tree Application is required.

3. Tree Application #121 – 360 Oceanview Rd.

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council **approves** Tree Cutting Permit Application No. 119, subject to the following:

7. **Cutting/Topping/Trimming** is to be in accordance with the photos and requested work in the application materials;
8. The applicant must clean up and remove all associated debris, including detailed clean up at the Bayview flume and notify the Municipality as soon as possible after the cutting to advise that this has been done;
9. 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:
 7. Compliance with the bylaw restrictions regarding bird nesting season,
 8. Traffic management plan, if applicable
 9. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 10. any other Municipal bylaw requirements

* The Committee recommends Council approve routine maintenance for a period of three years before another Tree Application is required.

- D. **Tree Committee members to meet with the CAO.**

>> The members asked that staff canvas to arrange a Zoom meeting to conclude the topics addressed at our last meeting in 2021.

9. **Public Questions & Comments - None**

10. **Adjournment**

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 10 PM}



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Tree Application #122 – 310 Oceanview Road		
Author	Shawna Driscoll	Reviewed By:	Peter DeJong
Date	March 10, 2022	Version	
Issued for	March 15, 2022 Regular Council Meeting		

Recommendation:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 122 – 310 Oceanview Road, subject to the following:

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

Attachments:

Tree Application Package and Tree Committee Meeting Minutes

Key Information:

No neighbours were opposed.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

Tree Cutting Application Form



All fields must be completed

Applicant's Full Name: Ryan Bruce	
Address: 310 Oceanview Rd	
Phone: [REDACTED]	Email: [REDACTED]
Arborist/Contractor Name: TBD	
Phone:	Email:

Office Use Only	Tree Application Number: 120
Received by: SD	Date: Feb 28/22
Amount Paid:	Cash or Cheque:
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: (Mar 26-Aug 16 Registered Professional Biologist):	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

Species/Description of Tree(s):

9 Cedars - There are 8 larger cedars as well as several small cedars throughout this location
 3 Firs - The tallest of the trees in this group appears to be the Firs.
 2 Maples - There are several smaller maples scattered throughout this area.

Location of Tree(s):

The location of the trees on on the topside of 265 Oceanview Rd. The best place to view the trees is from between the driveway of 290 Oceanview Rd and 300 Oceanview Rd.

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

Reason for Removal:

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

Please provide additional comments which may be useful:

The stand of trees consist of the larger trees as noted above as well as an array of smaller trees of various species.

There is a row of trees directly adjacent to the road situated underneath or just inside the power lines that we do not intend to cut. These trees provide a buffer to the property owner and appear to be regularly trimmed by BC Hydro.

Should BC Hydro stop maintaining the trees adjacent to the power lines we request approval to take over the periodic trimming of these trees so as to maintain their current height.

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.

I understand that per section 3.4.8 of Tree Bylaw No. 393, 2007, in order to protect nesting birds, no tree cutting may be carried out between March 26th and August 16th in any given year, unless:

- the cutting is required to deal with a Hazardous Tree; or
- subject to the requirement for a nesting survey by a Registered Professional Biologist, the cutting is approved by the Council as an exception where the application is connected to a building permit or other process which, if delayed, the Council considers would result in hardship to the applicant and the Council may consider:
 - i. the circumstances of the applicant;
 - ii. the scope and location of the application;
 - iii. the timing of the cutting in relation to the nesting calendar attached as Schedule "E" to the Tree bylaw.

Ryan Bruce

Digitally signed by Ryan
Bruce
Date: 2022.02.27
23:25:32 -08'00'

Feb 27th 2022

Name of Applicant (Please Print)

Signature

Date Signed



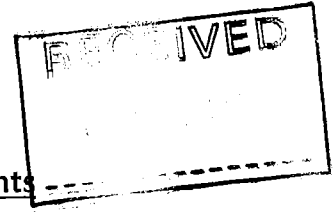












Public Works Tree Cutting Referral Comments

Tree Cutting Application Number:
Name of Applicant: Ryan Bruce
Address of Applicant: 310 Oceanview Road
Location of Tree(s): 265 Oceanview Road
Clearly on Municipal Land: (Y/N) (If no, survey required at applicant's cost)
Location in Relation to Municipal Infrastructure (Present & Future): No concerns
Location in Relation to Others' Infrastructure (Telus / Hydro Lines, etc.): No concerns
Slope Stability Considerations: None
Replanting Required (Y/N and recommendations, if any): No
Other Considerations / Comments: Traffic Control Plan required.
Attachments (Y/N and Description):



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

TREES, VIEWS & LANDSCAPES COMMITTEE MEETING

OF THE VILLAGE OF LIONS BAY

HELD ON WEDNESDAY, MARCH 9th, 2022

ON SITE: 310 Oceanview Road

MINUTES

In Attendance:

Committee: Chair, Simon Waterson
Mike Jury
Jay Barber

Public Participation: Owners of 310 Oceanview Road, Ryan Bruce & Parvaneh

1. Call to Order

Chair Simon Waterson called the meeting to order at 09:00

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 FEBRUARY 24th and MARCH 4th, 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 #122 – 310 Oceanview Road

Committee Recommendation:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT Council approves Tree Cutting Permit Application No. 122, subject to the following:

- a. Topping / Trimming / Removal is to be in accordance with the photos and requested work in the application materials;
- b. The applicant must clean up and remove all associated debris and notify the Municipality as soon as possible after the cutting to advise that this has been done;
- c. The tree cutting permit shall be valid for one year subject only to confirmation prior to any cutting, or repeated cutting, within that period of:

- i. compliance with the bylaw restrictions regarding bird nesting season,
 - ii. if working from the road, a traffic control plan approved by Public Works
 - iii. damage deposit, arborist/contractor's WorkSafe BC certificate and insurance in compliance with Municipal requirements, and
 - iv. any other Municipal bylaw requirements
- CARRIED**

9. Public Questions & Comments

None

10. Adjournment

Moved/Seconded

THAT the meeting be adjourned

CARRIED

The meeting was adjourned at 09:15 am.

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Royal Gendarmerie
Canadian royale
Mounted du
Police Canada

Security Classification/Designation
Classification/désignation sécuritaire
Unclassified

S/Sgt Gareth BRADLEY
Zone Commander Sea to Sky RCMP
1000 Finch Drive
Squamish, BC
V8B 0M5

Your File Votre référence

Village of Lions Bay
400 Centre Road
Lions Bay, BC
V0N 2E0

Our File Notre référence

2022-03-04

To Whom it May Concern,

**Lions Bay Activity Report
Report period: January and February 2022**

The following is a list describing Calls for Service to the RCMP from in and around the area of Lions Bay.

HWY 99 (within boundaries of Lions Bay):

Traffic - Moving x 12 / Non-Moving x 1
Impaired Driving Investigations x 0
Collision - Damage Over \$10000 x 0 / Under \$10000 x 1 / Non-fatal x 0 / Fatal x 0
Debris or pedestrians on Hwy (Prevention of Collision) x 4
Check well-being x 4
Other: all remaining call types x 3

25 Calls for Service

Lions Bay Village:

Breach of Peace x 0 / Cause a Disturbance x 2
Assault x 3
Mischief under \$5000 x 2
Break and Enter Residence x 1 / Other x 1
Theft of Motor Vehicle x 2 / Theft from Motor Vehicle under \$5000 x 3 / Over x 1
Fraud under \$5000 x 1
Check well-being x 2
False Alarms x 0 / 911 - False/Abandoned x 0
Property lost x 3
Suspicious Occurrence x 1
Bylaw x 0
Other: all remaining call types x 8

30 Calls for Service

Total = 55

Should you have any questions, please do not hesitate to contact the Squamish RCMP Detachment at (604)892-6100.

Kind regards,

S/Sgt. G. (Gareth) BRADLEY
Zone Commander Sea to Sky RCMP

/hm

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Garbage and Recycling Fees and Bylaw Amendments		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	March 9, 2022	Version	
Issued for	March 15, 2022		

Recommendation:

- (1) THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 611, 2022, be introduced and read a first, second and third time.
- (2) THAT Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 616, 2022, be introduced and read a first, second and third time.

Attachments:

- (1) Draft Garbage and Recycling Collection Bylaw No. 455, 2013 – Consolidation
- (2) Draft Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 616, 2022
- (3) Draft Bylaw Notice Enforcement Bylaw No. 385, 2006 – Consolidation
- (4) Draft Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 611, 2022

Key Information:

Garbage and Recycling Collection Bylaw No. 455 and Bylaw Notice Enforcement Bylaw No. 385 contained numbering discrepancies in the clauses that required amendments to be aligned.

Secondly, penalty amounts focusing on wildlife attractants were increased in the Bylaw Notice Enforcement Bylaw.

The Garbage and Recycling Collection Bylaw included several amendments to update the language around waste collection services and was also renumbered.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Options:

- (1) Give three readings to the amending bylaws.
- (2) Provide alternate direction to staff.

Preferred Option: The preferred option is to give three readings to the bylaws, as it will support issuing bylaw notices that will not be disputed because of the numbering discrepancies. Further the bylaws clarify and modernize the language around waste collection pending the creation of a new waste management bylaw later this year.

Financial Considerations:

Legal Considerations:

Follow Up Action: If the bylaws are given three readings, they will be presented at the April 5, 2022 regular Council meeting for adoption.

Communication Plan: The bylaws are posted on the website.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Garbage and Recycling Collection Bylaw No. 455, 2013

Office Consolidation

This document is an office consolidation of Garbage and Recycling Collection Bylaw No. 455, 2013 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 Garbage and Recycling Collection Bylaw No. 455, 2013, 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
468	Sch. A	Schedule A replaced	February 18, 2014
483	Sch. A	Schedule A replaced	February 17, 2015
500	Sch. A	Schedule A replaced	February 16, 2016
516	3, 14, 16, SchA	Various amendments to text, Schedule A replaced	February 21, 2017
540	Sched. A	Replaces Schedule A	February 20, 2018

559	Sched A	Replaces Schedule A	February 19, 2019
570	2(a)&(b)	Amends payment due date in s.14 to Dec.31 and amends amount payable in Schedule A	Feb.18, 2020
579	4(a)&(b)	Amends sections 14 and 15, extending the discount period for 2020	April 21, 2020
589	Sched. A	Replaces Schedule A	February 16, 2021

Garbage and Recycling Collection Bylaw No. 455, 2013

WHEREAS Council deems it advisable to adopt a Bylaw to regulate the terms and conditions for the collection and disposal of solid waste, recycling, and green yard waste, and the rates payable for these services; and

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

TITLE

1. This Bylaw may be cited as "Garbage and Recycling Collection Bylaw No. 455, 2013".

PAST BYLAWS REPEALED

2. Waste Collection Bylaw No. 440 is hereby repealed.

DEFINITIONS

3. In this Bylaw:

“dangerous wildlife” means wildlife such as a bear, cougar, raccoon, coyote or wolf;

“green waste” means organic compostable waste, including garden waste and food waste;

[Amended by Bylaw No. 516, 2017]

“wildlife resistant container” means a secure fully enclosed container with a lid and latching device, of sufficient design and strength to deter access by dangerous wildlife;

“wildlife resistant enclosure” means a structure which has four enclosed sides, a roof, doors, and a latching device, of sufficient design and strength to deter access by dangerous wildlife;

SYSTEM ESTABLISHMENT

4. The Village hereby establishes and continues the equipping, maintenance and operation of a system of solid waste, recycling, and green yard waste collection.

OBLIGATION OF RESIDENTS

5. Every owner or resident shall provide and maintain in good order and repair, garbage receptacles, with tight waterproof covers. The amount of garbage shall not exceed 154 litres in total and no receptacle shall contain more than 121 litres. ~~2-Two~~ receptacles are allowed per household; tags for additional receptacles may be purchased at the Village Office.
6. The receptacles required under this by-law shall at all times be securely housed to ensure that the contents do not attract wildlife.
7. ~~All garbage and recycling receptacles shall be placed for collection by the householder:~~
~~a. between 6 and 10 feet from the roadway in front of the householder's premises,~~
~~b. no earlier than 5:00 a.m. on the scheduled waste collection day, and~~
~~a. c. removed no later than 8 p.m. the same day. The receptacles can shall at no time be kept on or encroach upon or project over any street or lane.~~
- ~~7-8.~~ ~~7.~~ Recycling is to be placed in the blue recycling boxes, and in blue or yellow bags, as established by Village waste guidelines. Additional cardboard may be placed roadside, in flattened, neatly tied bundles, to a maximum bundle size of 3 feet by 3 feet (3' x 3').
- ~~8-9.~~ ~~8.~~ Green waste collection is to be placed in brown kraft green waste bags, biodegradable plastic bags, or in containers that have been clearly marked 'Yard Trimmings'. Branches should not be more than 3" (3 inches) in diameter, and bundles of branches no greater than 3' (3 feet) long.
- ~~9-10.~~ ~~9.~~ No liquids or free water shall be put or placed in or allowed to run into or accumulate in any garbage receptacle, and all such receptacles shall at all times be covered with a watertight cover.
- ~~11.~~ ~~No owner or occupier shall place for collection any prohibited solid waste as set out in Schedule B attached to and forming a part of this bylaw.~~
- ~~10.~~ ~~10.~~ All garbage and recycling receptacles shall be placed by the householder within 10 feet of the road boundary in front of the householder's premises not earlier than 5:00 a.m. on the day the garbage is scheduled for removal.
- ~~11-12.~~ ~~11.~~ All waste material which is not garbage, ~~rubbish, kitchen waste,~~ recycling, or green waste shall be ~~placed in a safe place convenient for handling and disposed of directly by~~ the owner or occupier ~~at a regional or other appropriate handling facility. shall make the necessary arrangements with the garbage contractor for the disposal of such waste material and shall be responsible for all costs in connection with same.~~
- ~~12-13.~~ ~~12.~~ Every owner or occupier of land is hereby compelled to make use of the garbage, recycling, and green waste disposal system established and continued hereunder and shall pay for the collection of garbage, ~~rubbish, waste,~~ recycling, and green waste from premises as herein provided.

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SERVICE PROVIDED BY VILLAGE

~~13-14.~~ Garbage shall be collected ~~semi~~-weekly while ~~rubbish, solid waste,~~ recycling, and green waste shall be ~~picked~~ collected weekly up by the disposal service of the Village, ~~regularly each week and~~ ~~the~~ This regular pick up schedule may be altered by ~~resolution of Council~~ the Public Works Manager provided that ~~ten days'~~ two weeks' notice of the change is ~~given~~ provided to ~~the householder~~ all residents ~~or~~ and businesses ~~proprietor~~ via the Village Update.

COLLECTION RATES

~~14-15.~~ Rates for the collection of garbage, recycling and green waste as per Schedule "A" attached hereto and forming part of this By-law are hereby imposed on the owners of land or occupiers of premises and are due and payable by the 31st day of December of each year.

[Amended by Bylaw No. 516, 2017]

[Amended by Bylaw No. 570, 2020]

[Amended by Bylaw No. 579, 2020]

~~15-16.~~ A prompt payment discount shall be allowed, as set out in Schedule "A" if payment is made by the 31st of March of each year, other than the year 2020, when a prompt payment discount shall be allowed, as set out in Schedule "A" if payment is made on or before the 1st day of June. The period the rates cover is from January 1 to December 31 of each year.

[Amended by Bylaw No. 579, 2020]

~~16-17.~~ The rate chargeable under this section in the calendar year in which the collection of garbage, recycling and green waste commences shall be one-twelfth (1/12) of the full rate as set out in Schedule "A" multiplied by the number of full months remaining in the calendar year of service commencement.

[Amended by Bylaw No. 516, 2017]

~~17-18.~~ Any rate remaining unpaid on the 31st day of December shall be deemed to be taxes in arrears in respect of the property in respect of which the consumer dwells and shall forthwith be entered on the real property tax roll by the Collector as taxes in arrears.

~~18-19.~~ The rates established hereunder shall commence effective January 1 of each year.

WILDLIFE RESISTANT CONTAINERS AND ENCLOSURES

~~19-20.~~ Every outdoor container or receptacle used by a single family dwelling for depositing or storing food waste or other edible waste, or waste contaminated recycling that could attract dangerous wildlife shall be a wildlife resistant container, or be stored in a place that cannot be accessed by dangerous wildlife. This section does not apply to composting or placement of waste at curbside on garbage collection days.

~~20-21.~~ Every commercial, industrial, institutional and tourist accommodation building, and every multiple family residential development having three or more dwelling units, shall ~~be provided~~ with-for a garbage-waste storage site located inside a building or within a wildlife resistant enclosure.

~~21-22.~~ Garbage and recycling containers required for temporary special events, such as weekend sports tournaments, weddings, Fire Department Picnic, Halloween and Canada Day are exempt from this requirement if emptied before 10:00 p.m.

23. Wildlife resistant containers and wildlife resistant enclosures:
- a. must be kept closed and secure when waste is not being deposited, and
 - b. if damaged, must not be used until repaired ~~in a timely fashion~~.

DANGEROUS WILDLIFE – SMART PRACTICES

~~22.~~ ~~23.~~ If dangerous wildlife are attracted by any of the following, then these smart practices shall apply:

~~24. (a)~~ Feeding dangerous wildlife and depositing or storing any domestic garbage, pet food, food waste, or other edible waste that could attract dangerous wildlife is prohibited.

~~25. (b)~~ Bird feeders must be suspended on a cable or other device so that they are inaccessible by dangerous wildlife.

~~26. (c)~~ ~~Bee hives~~ Beehives must be protected by an electric fence or otherwise be made inaccessible to dangerous wildlife.

27. Outdoor fridges or freezers must be inaccessible to dangerous wildlife.

28. No meat by-products ~~or waste~~ shall be put in compost piles.

OFFENCE AND PENALTY

29. ~~24.~~ Every person who contravenes any provision of this Bylaw commits an offence and upon summary conviction is liable to a fine not exceeding \$1000.00 and the cost of prosecution. Where enforcement proceeds under Bylaw Notice Enforcement Bylaw No. 385, 2006, as amended, contraventions of this Bylaw do not constitute an offence and penalties shall not exceed \$500.

SEVERABILITY

30. ~~25.~~ If any section or lesser portion of this Bylaw is held to be invalid by a Court, the invalid portion shall be severed without affecting the validity of the remaining portions of this Bylaw.

READ A FIRST TIME	February 5, 2013
READ A SECOND TIME	February 5, 2013
READ A THIRD TIME	February 19, 2013
ADOPTED	February 21, 2013

Garbage and Recycling Collection Bylaw No. 455, 2013

Page 7

Mayor

Secretary-Treasurer

**Certified a true copy of
Bylaw No. 455, 2013 as adopted.**

Corporate Officer

SCHEDULE "A"

**Attached to and forming
part of Bylaw No. 455, 2013, as amended**

	Garbage, Recycling and Green Waste		Annual Charge	Prompt Payment Discount
1	Single Family Residences	Garbage, Recycling and Organics	\$365.00	3.5%
2	Townhouses (Crosscreek Road)	Garbage, Recycling and Organics	\$365.00	3.5%
3	Condominiums (Centre Road)	Recycling Only	\$164.00	3.5%
4	Businesses – Store/Café	Recycling Only	\$1,478.00	3.5%
5	Businesses - Other	Recycling Only	\$164.00	3.5%

[Amended by Bylaw No. 570]
[Amended by Bylaw No. 589]



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Garbage and Recycling Collection Bylaw No. 455, 2013, 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

Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 616, 2022

A bylaw to amend Garbage and Recycling Collection Bylaw No. 455, 2013 ("Bylaw 455")

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 "Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 616, 2022".
2. Bylaw 455 is hereby amended as follows:
 - a. The definition of "dangerous wildlife" in section 3 shall include "coyote" after "raccoon,"
 - b. The last sentence of section 5 shall begin with the word "Two" instead of the number "2"
 - c. The second part of section 6 stating: "The receptacles can shall at no time be kept on or encroach upon or project over any street or lane" is deleted.
 - d. Section 10 is deleted.
 - e. Sections 7, 8 and 9 are renumbered as sections 8, 9 and 10.
 - f. A new section 7 is inserted as follows:

"7. All garbage and recycling receptacles shall be placed for collection by the householder:

 - a. between 6 and 10 feet from the roadway in front of the householder's premises,
 - b. no earlier than 5:00 a.m. on the scheduled waste collection day, and
 - c. removed no later than 8 p.m the same day."
 - g. Sections 11 through 22 are renumbered as sections 12 through 23.
 - h. A new section 11 is inserted as follows:

"11. No owner or occupier shall place for collection any prohibited solid waste as set out in Schedule B attached to and forming a part of this bylaw."
 - i. The renumbered section 12 is deleted and replaced with the following: "All waste material which is not garbage, recycling, or green waste shall be disposed of directly by the owner or occupier at a regional or other appropriate handling facility."
 - j. The words "rubbish, waste," are deleted from the renumbered section 13.
 - i. The renumbered section 14 is deleted and replaced with the following: "Garbage shall be collected bi-weekly while recycling, and green waste shall be collected weekly by the disposal service of the Village. This regular pick-up schedule may be altered by the Public Works Manager

provided that two weeks' notice of the change is provided to all residents and businesses via the Village Update.

- k. The renumbered section 20 is deleted and replaced with the following: "Every outdoor container or receptacle used by a single family dwelling for depositing or storing food waste or other edible waste, or waste contaminated recycling that could attract dangerous wildlife shall be a wildlife resistant container, or be stored in a place that cannot be accessed by dangerous wildlife. This section does not apply to composting or placement of waste at curbside on collection days."
- l. The renumbered section 21 is amended by striking the phrase: "shall be provided with a garbage storage site" and substituting the phrase: "shall provide for a waste storage site".
- m. The renumbered section 23 is deleted and replaced with the following:
 - "23. Wildlife resistant containers and wildlife resistant enclosures:
 - a. must be kept closed and secure when waste is not being deposited, and
 - b. if damaged, must not be used until repaired."
- n. The sub-heading "Dangerous Wildlife – Smart Practices" is deleted and replaced with "Dangerous Wildlife".
- o. The previously numbered 23(a) through 23(e) is deleted and replaced with new sections 24 through 28 as follows:
 - "24. Feeding dangerous wildlife and depositing or storing any domestic garbage, pet food, food waste, or other edible waste that could attract dangerous wildlife is prohibited.
 - 25. Bird feeders must be suspended on a cable or other device so that they are inaccessible by dangerous wildlife.
 - 26. Beehives must be protected by an electric fence or otherwise be made inaccessible to dangerous wildlife.
 - 27. Outdoor fridges or freezers must be inaccessible to dangerous wildlife.
 - 28. No meat by-products shall be put in compost piles."
- p. The previously numbered section 24 is renumbered section 29 and the following sentence is added to the section: "Where enforcement proceeds under Bylaw Notice Enforcement Bylaw No. 385, 2006, as amended, contraventions of this Bylaw do not constitute an offence and penalties shall not exceed \$500."
- q. The previously number section 25 is renumbered section 30.

READ A FIRST TIME THIS

READ A SECOND TIME THIS

READ A THIRD TIME THIS

ADOPTED THIS

Mayor

Corporate Officer

**Certified a true copy of
Garbage and Recycling Collection
Bylaw No. 455, 2013, Amendment
Bylaw No. 616, 2022, as adopted.**

Corporate Officer

SCHEDULE "A"

**Attached to and forming
part of Bylaw No. 455, 2013, as amended**

	Garbage, Recycling and Green Waste		Annual Charge	Prompt Payment Discount
1	Single Family Residences	Garbage, Recycling and Organics	\$365.00	3.5%
2	Strata Condominiums (Crosscreek Road)	Garbage, Recycling and Organics	\$365.00	3.5%
3	Strata Apartments (350 Centre Road)	Recycling Only	\$164.00	3.5%
4	Businesses – Store/Café	Recycling Only	\$1,478.00	3.5%
4	Businesses - Other	Recycling Only	\$164.00	3.5%



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
415	1 2	Amends s.9.2 re. designated classes of persons that may be appointed as screening officers	July 21, 2009

	3	Amends s.11.1 re. RCMP as police force Replaces Schedule A	
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
<u>611</u>			

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;
- 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

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	Regular Council Meeting Agenda -				Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
			A1	A2	A3	A4	
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	YES	
413	10 (b)	Fail to display insurance decal	\$135	\$65	\$165	YES	

Bylaw No.	Section	Description	Regular Council Meeting Agenda - March 15, 2022 - Page 195 of 240			
			Penalty A1	Early Payment Penalty A2	Late Payment Penalty A3	Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes") A4
413	10 (c)	Park on or too near crosswalk	\$135	\$65	\$165	YES
413	10 (d)	Park near traffic control device	\$135	\$65	\$165	YES
413	10 (e)	Park on bridge	\$135	\$65	\$165	YES
413	10 (f)	Park near fire hydrant/equipment	\$240	\$120	\$270	YES
413	10 (g)	Park to obstruct or interfere with traffic/maintenance	\$240	\$120	\$270	YES
413	10 (h)	Park without permit for zone	\$195	\$100	\$240	YES
413	10 (i)	Park too near driveway	\$135	\$65	\$165	YES
413	10 (j)	Park more than 72 hours	\$165	\$80	\$210	YES
413	10 (k)	Park more than 24 hours in snow	\$135	\$65	\$165	YES
413	10 (l)	Park in intersection	\$135	\$65	\$165	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	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
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

Bylaw No.	Section	Description	Regular Council Meeting Agenda -				Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
			A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4	
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	
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	

Bylaw No.	Section	Description	Regular Council Meeting Agenda -				Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
			A1	A2	A3	A4	
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	
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	

Bylaw No.	Section	Description	Regular Council Meeting Agenda -				Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
			A1	A2	A3	A4	
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	
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	7 <u>6a</u>	Garbage-Waste receptacle placement requirements encroaching on street	\$60	\$50	\$70	NO	
<u>455</u>	<u>7b</u>	<u>Solid Waste out before 5 am</u>	<u>80</u>	<u>70</u>	<u>90</u>	<u>NO</u>	

Bylaw No.	Section	Description	Regular Council Meeting Agenda -			Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
			A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	
455	7c	Waste receptacle removal requirements	60	50	70	NO
455	8	Recycling requirements	\$60	\$50	\$70	YES
455	9	Green Waste requirements	\$60	\$50	\$70	YES
455	10	No liquids	\$60	\$50	\$70	NO
455	1110	Solid waste out before 5 AM Prohibited Waste	\$6150	\$1520	\$7180	NO YES
455	10211	Placing for collection inappropriate substance	\$60	\$50	\$70	NO
455	1820	Storage not wildlife resistant, single family residential	\$6150	\$120 \$50 0	\$180 \$70 0	YES NO
455	1921	Storage not wildlife resistant, multi-family and commercial	\$6150	\$120 \$50 0	\$180 \$70 0	YES NO
455	23a	Fail to keep wildlife resistant container closed and secure	\$80	\$70	\$90	NO
455	21 23b	Fail to repair wildlife resistant container	\$60	\$50	\$70	NO
455	2422 (a)	Feeding or attracting dangerous wildlife	\$300	\$280	\$320	NO YES
455	245 (a)(b)	Storing edible wildlife attractants Bird feeders accessible to dangerous wildlife	\$1500	\$280 120 0	\$320 180 0	YES
455	246 (c)	Bee hives Beehives accessible to wildlife unprotected from dangerous wildlife	\$6150	\$120	\$7180	NO YES
455	247 (d)	Outdoor fridge or freezer accessible to dangerous wildlife	\$6150	\$5120	\$1870	NO YES
455	248 (e)	Meat waste Prohibited materials in compost	\$6150	\$5120	\$7180	NO YES
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

Bylaw No.	Section	Description	Regular Council Meeting Agenda -				Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
			A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4	
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	
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	Regular Council Meeting Agenda - March 15, 2022 - Page 201 of 240				Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
			A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4	
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]

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 Bylaw No. 385, 2006,
Amendment Bylaw No. 611, 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 Notice Enforcement Bylaw No. 385
Amendment Bylaw No. 611, 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. 611, 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 changing the section numbers and descriptions to align with Bylaw 455, 2013, and increasing the penalty amounts in Bylaw 455 subsections 11, 20, 21, 25, 26, 27, and subsection 28, and allowing for compliance agreements to subsections 11, 20, 21, 24, 26, 27, and subsection 28 as follows:

455	7a	Waste receptacle placement requirements	\$60	\$50	\$70	NO
455	7b	Solid Waste out before 5 am	\$80	\$70	\$90	NO
455	7c	Waste receptacle removal requirements	\$60	\$50	\$70	NO
455	8	Recycling requirements	\$60	\$50	\$70	YES
455	9	Green Waste requirements	\$60	\$50	\$70	YES
455	10	No liquids	\$60	\$50	\$70	NO
455	11	Prohibited Waste	\$150	\$120	\$180	YES
455	12	Placing for collection inappropriate substance	\$60	\$50	\$70	NO
455	20	Storage not wildlife resistant, single family residential	\$150	\$120	\$180	YES
455	21	Storage not wildlife resistant, multi-family and commercial	\$150	\$120	\$180	YES
455	23a	Fail to keep wildlife resistant container closed and secure	\$80	\$70	\$90	NO
455	23b	Fail to repair wildlife resistant container	\$60	\$50	\$70	NO
455	24	Feeding or attracting dangerous wildlife	\$300	\$280	\$320	YES
455	25	Bird feeders accessible to dangerous wildlife	\$150	\$120	\$180	YES
455	26	Beehives unprotected from dangerous wildlife	\$150	\$120	\$180	YES
455	27	Outdoor fridge or freezer accessible to dangerous wildlife	\$150	\$120	\$180	YES
455	28	Prohibited materials in compost	\$150	\$120	\$180	YES



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Bylaw 615 – Bylaw Enforcement Officer Amendment Bylaw		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	March 3, 2022	Version	
Issued for	March 15, 2022		

Recommendation:

THAT Bylaw Enforcement Officer Bylaw No. 506, 2016 Amendment Bylaw No. 615, 2022, be adopted.

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

March 1, 2022

READ A SECOND TIME

March 1, 2022

READ A THIRD TIME

March 1, 2022

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



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Regular Council Meeting, March 15, 2022

General Correspondence:				
Date Rec'd	FROM	TOPIC	ACTION	Page No.
28-Feb-22	G1 Maple Ridge	access to recreation facilities	For Information	1
3-Mar-22	G2 Electoral Boundaries Commission	Invitation to express views regarding electoral district boundaries	For Information	2
4-Mar-22	G3 MP Weiler	Digital Adoption Program	For Information	4
9-Mar-22	G4 C. Peters	Protection of Communities and Exploited Persons Act	For Information	5
10-Mar-22	G5 BC Multiculturalism and Anti-Racism Awards 2022	Invitation to ceremony	For Information	9
Resident Correspondence:				
Date Rec'd	FROM	TOPIC	ACTION	Page No.
various	various	responses to previous	For Information	11



mapleridge.ca

February 28, 2022

Honourable Minister Adrian Dix
Minister of Health
PO Box 9050 Stn Prov Govt
Victoria, BC V8W 9E2
Sent via email: HLTH.Minister@gov.bc.ca

Dear Minister Dix,

At their February 22, 2022 regular meeting, Maple Ridge Council considered the impact that restricted access to health and fitness facilities can have on a person's mental health and sense of well-being, and passed the following resolution:

WHEREAS the City of Maple Ridge recognizes the negative impact on mental health caused by social isolation during the Covid-19 pandemic and the mental and physical benefits of recreation for our citizens;

THEREFORE BE IT RESOLVED that the Mayor request the provincial Minister of Health allow all individuals access to civic recreation facilities paid for and maintained by their tax dollars without restrictions in order to minimize social isolation and promote positive mental health, with a carbon copy to the UBCM and other BC Municipalities.

In April-May 2021 the Province conducted a survey asking British Columbians about the impact COVID- 19 has had on their lives. Of the 394,382 respondents, nearly 47% said they had seen their mental health worsen due to the pandemic.

The programs delivered at our public facilities reduce isolation, promote community pride, increase self-esteem, build connected communities and strengthen family bonds.

Since the onset of COVID-19, the City has supported and followed all public health orders and WorkSafe BC requirements to ensure our civic facilities remain safe. With the recent lifting of many capacity restrictions and the acknowledgement that recreation contributes to ones mental and physical health we ask that public facilities be open to all citizens to allow equal opportunity to recreate.

Sincerely,


Mike Morden
Mayor

cc: MLA Lisa Beare, Maple Ridge – Pitt Meadows
MLA Bob D'Eith, Maple Ridge – Mission
Union of BC Municipalities
Maple Ridge City Council

OFFICE OF THE MAYOR

11995 Haney Place, Maple Ridge, BC V2X 6A9, Canada | Tel: 604-463-5221 | Fax: 604-467-7329 | mapleridge.ca
enquiries@mapleridge.ca

From: [Lions Bay Reception](#)
To: [Agenda](#)
Subject: FW: Greetings from the BC Electoral Boundaries Commission
Date: Thursday, March 3, 2022 11:48:37 AM
Attachments: [image002.png](#)

From: INFO, BCEBC BCEBC:EX <info@bcebc.ca>
Sent: Thursday, March 3, 2022 11:39 AM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Greetings from the BC Electoral Boundaries Commission



March 3, 2022

Village of Lions Bay
400 Centre Road
Lions Bay, BC V0N 2E0

Greetings from the BC Electoral Boundaries Commission.

Please accept this letter as an invitation to your organization to express your views on the province's current electoral district boundaries.

The BC Electoral Boundaries Commission is an independent, non-partisan commission with a mandate to review the area, names and boundaries of provincial electoral districts. The Commission submits two reports to the Legislative Assembly with recommendations for the next two provincial general elections.

Your voice in an important part of this process. To help prepare its preliminary report, the Commission is now seeking public input on the province's current electoral district boundaries. We will be publishing a preliminary report with initial recommendations. After, we will seek public input on those recommendations.

You can share your organization's views in the following ways:

- through the [Commission website](#),
- at an in-person or virtual [public meeting](#), or
- by [writing the Commission](#) directly.

Visit our website to learn more about the Commission, review maps and resources, and find the electoral districts in your community.

Please feel free to share this information with others and contact us with any questions.

Sincerely,



Justice Nitya Iyer

Commission Chair
BC Electoral Boundaries Commission

100- 1112 FORT STREET, VICTORIA B.C. V8V 3P6
BCEBC.CA | INFO@BCEBC.CA | 1-800-661-8683



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Patrick Weiler

Member of Parliament
West Vancouver-Sunshine Coast-Sea to Sky Country

March 4, 2022

Dear Friends & Neighbours,

Small businesses are the backbone of the Canadian economy and the heart of our communities across the country. As small businesses adapt to the digital economy and the lasting impacts of the COVID-19 pandemic, the Government of Canada is working to help them continue to grow, thrive, and create good jobs.

This week, Prime Minister Justin Trudeau along with the Minister of International Trade, Export Promotion, Small Business and Economic Development, Mary Ng, announced the **launch of the Canada Digital Adoption Program (CDAP)**, to help Canadian small- and medium-sized businesses grow their online presence and upgrade or adopt digital technologies. This investment, which will provide \$4 billion over four years, will support up to 160,000 small businesses and create good middle-class jobs across the country, including thousands of jobs for young Canadians.

Under the CDAP, Canadian small- and medium-sized enterprises (SMEs) will be able to assess their digital readiness and apply for grants and loans online. This funding will help them leverage e-commerce opportunities, upgrade or adopt digital technologies, and digitize their operations to stay competitive and meet their customers' needs in the digital marketplace. Depending on their size, specific needs, and goals, businesses can apply for funding through the [Grow Your Business Online](#) or [Boost your Business Technology](#) streams.

Accelerating the digital transformation will help Canadian businesses stay competitive while creating jobs and growing the economy, as we recover from the pandemic.

For more information about the Canada Digital Adoption Program and to apply, [please visit this webpage.](#)

If you have any questions about this program, please do not hesitate to reach out to our office. We are happy to support your application in any way that we can.

Sincerely,

Patrick Weiler, MP
West Vancouver-Sunshine Coast-Sea to Sky Country

<i>Constituency</i>	<i>Ottawa</i>
6367 Bruce Street	Suite 282, Confederation Building
West Vancouver	229 Wellington Street, Ottawa
British Columbia V7W 2G5	Ontario K1A 0A6
Tel.: 604-913-2660 Fax.: 604-913-2664	Tel.: 613-947-4617 Fax.: 613-847-4620

From: [Lions Bay Reception](#)
To: [Agenda](#)
Subject: FW: My script presentation to Federal Justice Committee re prostitution in Canada
Date: Wednesday, March 9, 2022 9:25:07 AM
Attachments: [JUST COMMITTEE presentation.pdf](#)

From: ca.peters@telus.net <cathy@telus.net>
Sent: Tuesday, March 8, 2022 7:36 PM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: My script presentation to Federal Justice Committee re prostitution in Canada

Dear Mayor Ron McLaughlin and Village Council,
Today is **International Women's Day** and I envision a future where women and girls can dream.
And accomplish all that they want without fear of exploitation.
And a future where their lives are valued and protected.

Attached is my presentation script to the **Federal Justice Committee on February 11, 2022.**

ASK: to present to your Council or stakeholders.

I am available for presentations in May 2022, and October-November 2022.

ASK: that you write the Federal Justice Minister to strengthen and enforce the "Protection of Communities and Exploited Persons Act".

Sincerely, Cathy Peters
BC anti-human trafficking educator, speaker, advocate
Be Amazing; Stop Sexual Exploitation
beamazingcampaign.org
1101-2785 Library Lane, North Vancouver, BC
V7J 0C3
604-828-2689

**JUST COMMITTEE presentation- 5 minutes
February 11, 2022.**

By: Mrs. Cathy Peters

BC anti-human trafficking educator, speaker, advocate

1101-2785 Library Lane, North Vancouver, BC

Canada

V7J 0C3

604-828-2789

email: Cathy@telus.net

Thank you Mr. Chair.

I am a former inner city high school teacher raising awareness about Human Sex Trafficking and Sexual Exploitation for the purpose of prostitution, which is **modern day slavery**.

Stats:

13 years is the average age of recruitment, much younger for Indigenous girls. In the Vancouver area, the **target age has dropped** to 10-12 years old. CoVid has made this worse; traffickers are organized and sophisticated. 90% of the luring, grooming, buying and selling is **ONLINE** on social media platforms.

-54% of the sex trade are Indigenous, 70-90% in urban centers-they are **severely** over-represented in the sex industry. I told the BC Indigenous Chiefs in front of Justice Minister David Lametti- this is the **most egregious form of systemic racism** in Canada.

-82% involved in prostitution had **childhood sexual abuse/incest**

-72% live with **complex PTSD**

-95% in prostitution want to leave-it is NOT a choice or a job

-84% of prostituted persons are pimped or trafficked so organized crime and International crime syndicates are typically involved. Crime follows the money and traffickers make hundreds of thousands of dollars per victim per year.

My **GOAL** is to **traffick proof** every community in British Columbia **AND** to stop the full decriminalization of prostitution in Canada, by supporting the Federal Law **“The Protection of Communities and Exploited Persons Act”**.

I have been involved with sexual exploitation **prevention** for over 40 years and began raising awareness **fulltime**, for the last 8 years, since PCEPA, **became Federal Law**.

In 2014 I began presenting to politicians (all 3 levels of government), the police and the public. I explain PCEPA so that police would enforce it, the public would understand it and be able to report it.

The Law has 4 parts:

- 1. Targets the DEMAND by targeting the buyer of sex. The traffickers, facilitator, buyer of sex are criminalized**
- 2. Recognizes the seller of sex as a victim; usually female and is immune from prosecution**
- 3. Exit strategies are in place to assist the victim out of the sex trade.**
- 4. There is robust prevention education so youth, children and the vulnerable are not pulled into the sex industry.**

This Law focuses on the **source of harm**; the buyers of sex and the profiteers. The clear statement from Parliament was that girls and women in Canada are **NOT FOR SALE**; that they are full human beings, with dignity and human rights.

In 8 years I have made over 500 presentations to over 20,000 people, not including the presentations that can be viewed online.

The turning point was last March when the **Kamloops Mass grave** was reported. Since then I have made over 200 presentations to City Councils, Regional Districts, School Boards, Police Boards, schools, frontline service providers, Indigenous groups including MMIWG gatherings in British Columbia.

3 points:

1. PCEPA is not known or enforced in BC. Therefore, BC is the best Province in Canada to buy sex. Organized crime and International crime syndicates are typically involved.
2. PCEPA has not had a **National rollout campaign**- so Canadians have not heard of the Law and police are not getting the funding or training to enforce the Law.
3. The sex industry wants to repeal PCEPA to normalize, commercialize and institutionalize the sex industry in Canada-if this happens, Canada will become a global sex tourism destination and America's brothel. Indigenous women and girls will be first casualties. Canadians would **NEVER** support this.

Consistent enforcement and the strengthening of PCEPA combined with a robust **Educational campaign** is needed. Without the enforcement of the Law, the sex industry will continue to **rapidly grow**.

The REVIEW of PCEPA puts Canada at a **Tipping Point**; repealing or weakening the LAW will have a **catastrophic impact** on Canada.

Conclusion: I do not want anyone on this Committee to be under the **illusion** that the sex industry is **SAFE**. It can **never** be made SAFE. It is a **deadly industry**. I have presented with the forensics RCMP officer who picked up and identified the body pieces on the Robert Pickton farm. Trisha Baptie is presenting next hour, is a survivor and was a journalist for 2 years at the Pickton trial. Please read and understand the **Robert Pickton case thoroughly**; that describes the **REALITY** of the sex industry and how it works.

From: [Lions Bay Reception](#)
To: [Agenda](#)
Subject: FW: Invitation To The BC Multiculturalism and Anti-Racism Awards 2022
Date: Thursday, March 10, 2022 9:26:07 AM

From: AG Associate DM HCSM Correspondence AG:EX <HDSM.Correspondence@gov.bc.ca>
Sent: Wednesday, March 9, 2022 8:22 PM
Subject: RE: Invitation To The BC Multiculturalism and Anti-Racism Awards 2022



BC Multiculturalism and Anti-Racism Awards 2022

THE HONOURABLE JOHN HORGAN
PREMIER *of* BRITISH COLUMBIA

AND

THE HONOURABLE RACHNA SINGH
PARLIAMENTARY SECRETARY
for ANTI-RACISM INITIATIVES

INVITE YOU TO THE VIRTUAL
BC MULTICULTURALISM *and* ANTI-RACISM
AWARDS CEREMONY

7:00 P.M. *to* 8:30 P.M.

MONDAY, MARCH 21, 2022

THE INTERNATIONAL DAY *for the*
ELIMINATION OF RACIAL DISCRIMINATION.

TO WATCH, PLEASE VISIT THE
PROVINCE OF BC YOUTUBE CHANNEL
www.youtube.com/provinceofbc



From: [Fred Bain](#)
To: [REDACTED]
Cc: [Council](#); [Karla Duarte](#); [Peter DeJong](#)
Subject: Fw: Protecting wild birds in Lions Bay; Ref.: last Newsletter
Date: Monday, March 7, 2022 1:30:11 PM

Heike,

We reached out to the Bird Friendly Team in Lions Bay and below is their response:

“You can tell the resident that the Bird Team is preparing an application to Nature Canada on behalf of Lions Bay with the goal to see our community awarded the Small Community Bird Friendly designation, one of first small communities in all of Canada to earn that designation, if we succeed. Much of the application relates to a variety of educational activities about wild birds and how residents can promote gardens and a community spirit that helps wild birds to thrive. The Bird Team is well-aware of the dangers outside cats pose to wild birds. Addressing this threat to the birds will be an ongoing process by the team, with the focus on education.”

Thanks for bringing this to our attention. I am sure this will not be the last we hear of it. Hopefully, we will soon be able to report progress.

Fred
councillor.bain@lionsbay.ca

From: Agenda <agenda@lionsbay.ca>
Sent: March 7, 2022 13:02
To: Fred Bain <councillor.bain@lionsbay.ca>
Subject: FW: Protecting wild birds in Lions Bay; Ref.: last Newsletter

R1 Heike Berendes

Karla Duarte

Municipal Coordinator



Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Fax: (604) 921-6643 | www.lionsbay.ca

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From: Heike Berendes [REDACTED]
Sent: Monday, February 14, 2022 10:38 AM

To: Karla Duarte <kduarte@lionsbay.ca>

Subject: Protecting wild birds in Lions Bay; Ref.: last Newsletter

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 dangerous 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: [Fred Bain](#)
To: [REDACTED]
Cc: [Council](#); [Agenda](#); [Peter DeJong](#)
Subject: Fw: Enforcement of Permit Parking on Mountain Dr
Date: Monday, March 7, 2022 1:45:23 PM

Christine,

Thank you for your email and your input to the parking situations. Feedback is very important to council so that we can get a better understanding of the issues and impacts on our residents and the Impact of our actions to rectify those issues.

In our last Regular Council Meeting, we discussed bringing the Bylaw Enforcement Officer(s) (BEO) back earlier this year. Staff arranged to bring on at least one BEO last weekend. Staff will be monitoring the situation and we will adjust the enforcement as the conditions demand.

Parking enforcement has been a full topic in the whole parking subject. We are told we have some of the highest parking fines in Metro Vancouver. This is part of the problem that prompts a number of violators to express their frustration to staff. We are considering measures to warn visitors of the high cost ignoring our Parking Bylaw including, for consideration, signage at the entrances to the village stating something like, "Lions Bay Parking regulations are strictly enforced. Maximum fines are \$195 per infraction". By this warning, we hope to protect our staff from abuse while we try to protect the peace and tranquility of our little village.

Fred
councillor.bain@lionsbay.ca

From: Christine Kennedy [REDACTED]
Sent: Sunday, February 20, 2022 1:40 PM
To: Council <council@lionsbay.ca>
Subject: Enforcement of Permit Parking on Mountain Dr

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.

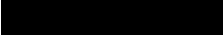
On sunny days, we hate having to go out and return during "hiking hours" because we often lose our parking spot to a car that isn't permitted to park there in the first place.

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 

From: [Fred Bain](#)
To: [REDACTED]
Cc: [Agenda](#); [Council](#); [Peter DeJong](#)
Subject: Fw: Enforcement of parking issues
Date: Monday, March 7, 2022 1:48:21 PM

Andrea,

Thank you for your email and your input to the parking situations. Feedback is very important to council so that we can get a better understanding of the issues and impacts on our residents and the Impact of our actions to rectify those issues.

In our last Regular Council Meeting, we discussed bringing the Bylaw Enforcement Officer(s) (BEO) back earlier this year. Staff arranged to bring on at least one BEO last weekend. Staff will be monitoring the situation and we will adjust the enforcement as the conditions demand.

Parking enforcement has been a full topic in the whole parking subject. We are told we have some of the highest parking fines in Metro Vancouver. This is part of the problem that prompts a number of violators to express their frustration to staff. We are considering measures to warn visitors of the high cost ignoring our Parking Bylaw including, for consideration, signage at the entrances to the village stating something like, "Lions Bay Parking regulations are strictly enforced. Maximum fines are \$195 per infraction". By this warning, we hope to protect our staff from abuse while we try to protect the peace and tranquility of our little village.

Fred
councillor.bain@lionsbay.ca

From: Andrea B [REDACTED]
Sent: Sunday, February 20, 2022 1:56 PM
To: Council <council@lionsbay.ca>
Subject: Enforcement of parking issues

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



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From: [REDACTED]
To: [Fred Bain](#)
Cc: [Agenda](#); [Council](#); [Peter DeJong](#)
Subject: Re: Fw: Blocking a fire hydrant / parking
Date: Tuesday, March 8, 2022 3:27:57 PM

Thank you Fred and thank you for steps taken to date regarding the parking situation.

Signage and ongoing communication with hiking groups can only help the situation. I understand that it is pretty unpleasant to return after a long hike to find a ticket for close to \$200 on your car. But then what are the alternatives? Lower fines? People will then park in permitted areas, especially if cheaper than pay parking. I know you have discussed options but again the only real solution for residents impacted by traffic and parking, and for hikers is to move hiking parking off the village streets and into a designated parking lot (much larger than at the Sunset trailhead), possibly with a booking system for the hikes as they do with other popular trails.

But meanwhile, as mentioned additional signage is always good. I've noticed that some residents have put up 'slow down children playing' signs. Is this something that the village could purchase and install more permanently in certain places? e.g. Where you have your sign Ken - people seem to come zipping down the hill, also on both the hill and flat part of Mountain, etc.

Finally, if you have any permit parking signs in storage, can we please have one added to the no parking pole in front of our house but pointing in the opposite direction. The permit only parking sign is further along and right against our fence, so people miss it and park right by our driveway, thinking it is not permit only parking. See attached picture for the pole I'm referring to.

Thanks!
Rebecca

On Mon., Mar. 7, 2022, 1:53 p.m. Fred Bain, <councillor.bain@lionsbay.ca> wrote:

Rebecca,

Thank you for your email and your input to the parking situations. Feedback is very important to council so that we can get a better understanding of the issues and impacts on our residents and the impact of our actions to rectify those issues.

In our last Regular Council Meeting, we discussed bringing the Bylaw

Enforcement Officer(s) (BEO) back earlier this year. Staff arranged to bring on at least one BEO last weekend. Staff will be monitoring the situation and we will adjust the enforcement as the conditions demand.

Parking enforcement has been a full topic in the whole parking subject. We are told we have some of the highest parking fines in Metro Vancouver. This is part of the problem that prompts a number of violators to express their frustration to staff. We are considering measures to warn visitors of the high cost ignoring our Parking Bylaw including, for consideration, signage at the entrances to the village stating something like, "Lions Bay Parking regulations are strictly enforced. Maximum fines are \$195 per infraction". By this warning, we hope to protect our staff from abuse while we try to protect the peace and tranquility of our little village.

Fred

councillor.bain@lionsbay.ca

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