



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JULY 17, 2018 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance:

Council: Mayor Karl Buhr
Councillor Fred Bain
Councillor Norm Barmeier
Councillor Jim Hughes
Councillor Ron McLaughlin

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer
Office Coordinator Shawna Gilroy (Recorder)
Fire Chief Andrew Oliver

Delegations: 0

Public: 8

1. Call to Order

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

2. Adoption of Agenda

Moved/Seconded

THAT item 9Ai be discussed after item 11A; and
THAT item 9B be discussed after item 9C; and
THAT item 9Cii be moved to the closed agenda; and
THAT item 9Cii: Councillor McLaughlin – Tree Committee Discussion be added; and
THAT item 9Ciii: Councillor Bain – Wildfire Preparedness be added; and
THAT item 13A: Strategic Planning Session be added; and
THAT 90(1)(k) be added as an additional reason for closing the meeting to the public;
and
THAT the agenda be adopted, as amended.

CARRIED

3. Public Opportunity to Comment on Road Closure Bylaw No. 550

Mayor Buhr called three times for any members of the public who wished to step forward and comment on the Road Closure Bylaw No. 550. No members of the public came forward, however an on-table submission via email was brought forward discussing a concern that the road closure would infringe on the access road near her property, but she had been notified by the CAO that it would not impact the access road or any of the infrastructure running under or adjacent to it, which had satisfied her concerns.

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

A. Philip Marsh

Mr. Marsh wished to speak about his concerns with the OCP bylaw but was advised that Council could not hear further information about the bylaw after the Public Hearing was closed, per the *Community Charter*. Mr. Marsh then chose to discuss his concern with large scale developments, such as the proposed Kelvin Grove development, suggesting that it is not a good fit for Lions Bay. He noted that all Kelvin Grove homeowners signed a petition in the past against development and assume they will do so again. He also suggested that, with only a few months left in Council's term, the Kelvin Grove development be left off the table for now.

B. Vivienne O'Keeffe

Mrs. O'Keeffe wished to speak about the OCP bylaw but was advised she was unable to discuss the matter as the Public Hearing was closed, therefore no further discussions could be had as per the *Community Charter*. She indicated she wished to reiterate the points made by Mr. Marsh.

C. Penny Nelson

Mrs. Nelson expressed concern with respect to the public not having a chance to speak at the Public Hearing for the OCP amendment bylaw because of the summer timeline and that many people, including herself, were away on vacation. She queried what the rush was for adoption of the bylaw and advised Council to consider looking further into this and having another Public Hearing before third reading and adoption.

Moved/Seconded

THAT item 11A be moved forward on the agenda to consider before item 5A.

CARRIED

Audio: 00:24

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

None

Moved/Seconded

THAT the Lions Bay Fire Rescue Update be discussed before item 6A.

CARRIED

6. Review & Approval of Minutes of Prior Meetings

A. Regular Council Meeting – July 3, 2018

The following was amended:

- Item 7A: #51 notes – strike the paragraph and replace with “Councillor McLaughlin declared that a potential conflict of interest with respect to the expected discussion regarding the Lions Bay Beach Park Improvement Project concept billboard due to personal and/or financial relationships with the professional being considered for sole sourcing of the work anticipated.”

Moved/Seconded

THAT the Regular Council Meeting Minutes of July 3, 2018 be approved as amended.

CARRIED

7. Business Arising from the Minutes

None

Audio: 01:38

8. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Action
32	February 6, 2018	Mayor Buhr and CAO DeJong to work on a Terms of Reference for a Lions Bay Trail Maintenance Committee	In progress
42	April 24, 2018	IRR ID 159: Liquor Primary License – Exploration of Cannabis Policy – staff to prepare a report	In progress
48	May 22, 2018	Lions Bay Beach Park Parking Lot Update	In progress – waiting on materials
51	June 5, 2018	Lions Bay Beach Park Update	In progress – shower materials in and staff to work on installing
52	June 19, 2018	Lions Bay Ave. Pedestrian Walkway	In progress – it was noted that this is a big, unbudgeted project that should be pushed

			to the 2019 budget process – agreed by Council
55	June 19, 2018	Correspondence R2: “no parking” signage to be moved lower down – PWM to action	Completed – it was noted that Public Works’ capacity to install new poles is limited to about 4-5 per day; subject to other tasks that require immediate attention, such as flushing.
56	July 3, 2018	G4: City of North Vancouver – Notice to Withdraw from the North Shore Bylaw Notice Dispute Adjudication Registry Agreement – CAO to follow up	In progress
57	July 3, 2018	R1: Tony Cox – Parking on Cloudview Street – CAO and Public Works Manager to follow-up	Completed
58	July 3, 2018	Reporting Out – CAO to respond to owner of General Store and Café	Completed

Moved/Seconded

THAT the Follow-Up Action Items be received.

CARRIED

Audio: 01:42

9. Reports

A. Staff

Moved/Seconded

THAT item 9Ai be discussed in the original order.

CARRIED

i. CAO: Policy No. 1703 – Community Amenities Contributions Policy

Council requested comparatives from other municipalities, such as Squamish, Bowen Island, West Vancouver, District of North Vancouver, Anmore and Belcarra and then bringing the policy back to Council after the OCP amendments come forward.

Moved/Seconded

THAT Policy No. 1703 – Community Amenities Contributions Policy be referred back to staff to obtain comparatives from other municipalities.

CARRIED

Audio: 01:48

ii. PWM: CWWF Verbal Update

This item was moved to the closed agenda.

iii. CAO: RCMP Auxiliary Program

Council reviewed the RCMP Auxiliary Program report from Bylaw Enforcement Officer Mike Kumar. Mayor Buhr noted it was a good report, albeit a disappointing result, and thanked Mr. Kumar. There was no further action.

Moved/Seconded

THAT the Information Report, “RCMP Auxiliary Program” be received.

CARRIED

Audio: 01:52

iv. CFO: Consideration of 2017 Annual Report

Council discussed the typos and graph errors in the 2017 Annual Report and referred back to staff to amend the items before posting a final version to the website.

Moved/Seconded

THAT pursuant to section 99 of the Community Charter, Council has considered the Annual Report prepared under section 98 of the Community Charter, as amended, and any oral and written submissions and questions from the public.

CARRIED

Audio: 02:02

v. CFO: Mid-Year Review

Council reviewed the 2018 Preliminary Mid-Year Review.

Moved/Seconded

THAT the report “2018 Preliminary Mid-Year Review” be received for information purposes.

CARRIED

Audio: 02:06

vi. CFO: Investing in Canada Infrastructure Program (ICIP) Resolution

CFO Rooke advised that staff have sourced Urban Systems who wrote the ICIP grant as it is expected that many other municipalities will be writing on the same grant. PWM Jaffer did not think the final version would be successful and recommended some changes that would require further discussion with Urban Systems to decide whether it be the PRVs or the Bayview drainage project. The ideas and questions were discussed. A Special Meeting will be scheduled next week to allow time to acquire further information.

Moved/Seconded

THAT the Investing in Canada Infrastructure Program discussion be received.

CARRIED

vii. CFO: Second Quarter Accounts Payable Listing

Council reviewed the second quarter Accounts Payable Listing.

Moved/Seconded

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

CARRIED

Audio: 02:20

viii. Vehicle RFP – Award of Contract (On Table)

CFO Rooke discussed the results of the Request for Proposal for the Public Works Lease Trucks and advised Council that there was a financial benefit to purchasing a fleet of trucks rather than leasing the vehicles again.

Moved/Seconded

THAT Council award the contract for the purchase of five Public Works trucks in an amount up to \$379,000 (including GST and PST) to Dams Ford Lincoln Sales Ltd.; and

THAT the Mayor and CAO be authorized to execute a sales contract with Dams Ford Lincoln Sales Ltd. for the purchase.

CARRIED

Audio: 02:36

B. Mayor

The Mayor's report was discussed after item 9C. Council discussed Mayor Buhr's report, which recommended tendering professional design layouts for the CN parking lot, the Sunset parking lot and the entire central Lions Bay area with an expected price of approximately \$5,000. Staff noted that such costs would likely be far in excess of that sum but could undertake the seeking of quotes for this scope of work.
Moved/Seconded

THAT staff seek quotes for providing the scope of work set out in the report of Mayor Buhr dated July 16, 2018.

CARRIED

C. Council

Council reports were discussed before item 9B.

i. Councillor McLaughlin – Lions Bay Beach Park Phase II Signage

Councillor McLaughlin advised Council that the execution of the signage was not complete and is not anticipated to be complete for a few more weeks. He suggested we hold back for the time being since the summer is near over. CAO DeJong advised the signage could be up in a couple of weeks in time for some key public events at the beach park such as Eat Together and Firefighter's Day. On that basis, the CAO was instructed to proceed with the signage.

ii. Councillor McLaughlin – Tree Committee Discussion

Councillor McLaughlin advised the CAO that they would like to meet with him to discuss some changes to the procedures. CAO DeJong was to look at his schedule and book a time that works with the committee.

iii. Councillor Bain – Wildfire Preparedness

Councillor Bain advised staff of a Wildfire Preparedness conference call on Thursday, July 19, 2018, which the CAO will attend.

Moved/Seconded

THAT the Lions Bay Beach Park Phase II Signage report, Tree Committee Discussion and Wildfire Preparedness reports be received.

CARRIED

Moved/Seconded

THAT the meeting be extended to 11:00 pm.

CARRIED

D. Committees

i. Trees, Views and Landscapes Committee – Tree Application #85: 325 Bayview Place

Council reviewed Tree Application #85.

Moved/Seconded

THAT as requested, the applicant is permitted to top the specified firs and cedars. All wood and debris must be removed.

CARRIED

E. Emergency Services

i. Lions Bay Fire Rescue Update

This item was discussed before item 6A. Fire Chief Andrew Oliver advised Council that they are still looking for a trainer. The reports are now going to the office to be logged. He also discussed classroom trailer updates, the burn building, and items at the fire hall, such as a new engine 63 to replace the current one to enable the Fire Department to get up into the mountain with four-wheel drive.

Moved/Seconded

THAT the Information Report, “Lions Bay Fire Rescue Update” be received.

CARRIED

Audio: 02:00

ii. RCMP Report

Council reviewed the monthly RCMP report.

Moved/Seconded

THAT the RCMP Report be received for information.

CARRIED

10. Resolutions

None

11. Bylaws

A. Official Community Plan Bylaw No. 408, 2008, Amendment Bylaw No. 525, 2018 – Third Reading & Adoption

This item was considered before item 5. Council discussed each of their opinions with respect to the amendment and all agreed that the bylaw is not where it should be yet and preferred the option of sending it back to staff for further review. Council advised they would prefer staff put their time into the water infrastructure projects first and

that in consideration of the timeline before Council’s term is over, that it be left for the next Council.

Moved/Seconded

THAT the Request for Decision report titled “Village of Lions Bay Official Community Plan Designation Bylaw No. 408, 2008, Amendment Bylaw No. 525, 2018 – Consideration of Third Reading and Adoption” dated July 12, 2018 be received.

CARRIED

Moved/Seconded

THAT the Report of the Public Hearing held at Broughton Hall, 400 Centre Road, Lions Bay, BC, July 10, 2017 and certified fair and correct by Mayor Karl Buhr, Chair, be received and adopted by Council as the Public Hearing Record.

AMENDED MOTION:

Moved/Seconded

THAT the date be corrected so that the motion reads as follows: THAT the Report of the Public Hearing held at Broughton Hall, 400 Centre Road, Lions Bay, BC, July 10, 2018 and certified fair and correct by Mayor Karl Buhr, Chair, be received and adopted by Council as the Public Hearing Record.

CARRIED

Moved/Seconded

THAT the bylaw be referred back to staff to research and report back to Council comparing options implemented in other jurisdictions.

CARRIED

B. Road Closure Bylaw No. 550, 2018 – Third Reading

Council considered Road Closure Bylaw No. 550, 2018. noting the lack of public feedback, other than the one concerned resident who had her concern satisfactorily addressed.

Moved/Seconded

THAT Road Closure Bylaw No. 550, 2018, be:

- (a) amended by substituting the attached signed survey plan EPP84147 completed July 4, 2018 by Martin Jones, BC Land Surveyor, for the preliminary survey plan attached to the bylaw for first and second reading, and
- (b) given third reading, as amended.

CARRIED

Moved/Seconded

THAT a certified copy of Road Closure Bylaw No. 550, 2018, as at 3rd reading, be sent to the Ministry of Transportation and Infrastructure for approval prior to the bylaw coming back to Council for consideration of adoption.

CARRIED

C. Soil Deposit, Soil Removal and Land Alteration Bylaw No. 510, 2018 – Adoption
Moved/Seconded

THAT Soil Deposit, Soil Removal and Land Alteration Bylaw No. 510, 2018 be adopted.

CARRIED

12. Correspondence

A. List of Correspondence to July 12, 2018
Moved/Seconded

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

- G1: Human Trafficking – no response
- R2: Parking on Seaview Place – CAO responded, no further response
- R2: Objection to Upper Kelvin Grove Development – reviewed, no response

CARRIED

13. New Business

A. Strategic Planning Session

Councillor McLaughlin requested that the CAO reach out to the Strategic Planning Session consultant previously used to plan tentative dates in late November or early December, if possible, for the next Council.

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

None

15. Closed Council Meeting

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*:

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

- a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- c) labour relations or other employee relations;

- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- 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;

CARRIED

The meeting was closed to the public at 10:12 p.m.

The meeting was re-opened to the public at 11:42 p.m.

16. Reporting Out From Closed Portion of Meeting

- a. Council approved a three month extension of the listing agreement with Thyra McKilligan for the lot the Village has for sale at 52 Brunswick Beach Road;
- b. a test for the expenditure of Reserve Funds under s.41 of the Community Charter with respect to the sale of lands that provide access to the water has been adopted by Council and will be added to the policies section of the Village website;
- c. a further amendment was made to the Temporary Use Permit (TUP) Policy which is to be added to the Village website; and
- d. a Special meeting was set for Thursday, July 26 at 4:00 pm for Council to consider matters related to the next round of grant funding.

17. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 11:44 p.m.



Mayor



Corporate Officer

Date Approved by Council:	July 26, 2018
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