



**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, NOVEMBER 15, 2022 at 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Mayor Ken Berry
Councillor Neville Abbot
Councillor Norm Barmeier
Councillor Michael Broughton
Councillor Marcus Reuter (via videoconference)

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)

Public: 1 in person; 13 via videoconference

1. Call to Order

Mayor Berry 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. Unit Rate Quotes
- B. Labour Relations
- C. Employee Relations

Moved/Seconded

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter* and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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

- a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- c) labour relations or other employee relations;
- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- g) litigation or potential litigation affecting the municipality;
- i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

- 90 (2)** A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:
- d) a matter that, under another enactment, is such that the public must be excluded from the meeting.

CARRIED

The meeting returned to open session at 7:02 p.m.

3. Reporting Out from Closed Portion of Meeting

The Mayor reported the following:

- The minutes of the Closed Regular Council meetings held September 26 and October 4, 2022 were approved
- The minutes of the Closed Special Council Meeting held November 4, 2022 were tabled pending changes and review at the next meeting
- More information is required on the Bayview Road Municipal Bridge project, and a special meeting with the engineering company will be scheduled
- A report from staff related to labour relations was received for information, and discussion will carry into an additional closed session at the end of the meeting.

4. Adoption of Agenda

Moved/Seconded

THAT Item 14. Agenda Structure be added to the agenda;

AND THAT the agenda be adopted, as amended.

CARRIED

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

A. Gregory Banta

Gregory Banta suggested that Item 6. Public Delegation Requests Accepted by Agenda Deadline be considered prior to Item 5. Public Participation.

Council responded noting that agenda structure would be discussed in Item 14. New Business.

B. David Shore

David Shore expressed concerns regarding the lack of detail captured in prior meeting minutes for Item 5. Public Participation and requested that his item clarify that the concerns were not regarding completing the Lions Bay Beach Park project at a lower cost than proposed, but about the size of the project itself.

Additionally, David Shore requested a response to a request made during several meetings regarding a report on the hiring/selection process of the Lions Bay Beach Park Project Manager.

Staff responded noting that a response would be provided by the next meeting.

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

A. None.

7. Review and Approval of Minutes of Prior Meetings

A. Special Council Meeting – September 16, 2022

During discussion, concerns were raised related to Councillors approving minutes of meetings that they did not attend.

Moved/Seconded

THAT the Special Council Meeting Minutes of September 16, 2022 be approved as circulated.

CARRIED

(Mayor Berry and Clr. Broughton opposed)

B. Special Council Meeting – September 26, 2022

Moved/Seconded

THAT the Special Council Meeting Minutes of September 26, 2022 be approved as circulated.

CARRIED

(Mayor Berry and Clr. Broughton opposed)

- C. Regular Council Meeting – October 4, 2022
 Moved/Seconded
 THAT the Regular Council Meeting Minutes of October 4, 2022 be approved as circulated.

CARRIED
 (Mayor Berry and Clr. Broughton opposed)

- D. Inaugural Council Meeting – November 1, 2022
 Moved/Seconded
 THAT the Inaugural Council Meeting Minutes of November 1, 2022 be approved as circulated.

CARRIED

- E. Special Council Meeting – November 4, 2022
 During discussion, it was requested that Item 13. Correspondence be included in the minutes, including a resolution to receive the on-table correspondence for information.

Moved/Seconded
 THAT the Special Council Meeting Minutes of November 4, 2022 be approved as amended.

CARRIED

8. Business Arising from the Minutes

None.

9. Unfinished Business

- A. Follow-Up Action Items from Previous Meetings

No.	Date	Item Description	Action
252	July 5, 2022	Municipal financial comparisons	See Item 10Aii for CFO's Report
253	July 5, 2022	Highway maintenance follow up	PWM away
255	October 4, 2022	Climate Action Committee year-end report	Councillor Barmeier working on report
256	November 15, 2022	Identify funds available for climate actions	CFO

B. Information and Resource Requests (IRRs)

During discussion on the Information and Resource Requests spreadsheet, comments were offered regarding:

- The importance of improving transparency
- The importance of Council as a whole directing staff, rather than any individual Council member
- Ways to ease the transition for new Councillors
- Suggestion to prioritize the list so that staff can deliver on actions in an organized fashion

Moved/Seconded

THAT staff action the list of Information and Resource Requests at their earliest opportunity and follow up on progress at each meeting.

CARRIED

10. Reports

A. Staff

- i. CAO DeJong: Request for Decision – Renewal of Crown Lease for North Brunswick Beach Straddling Magnesia Creek
Chief Administrative Officer (CAO) Peter DeJong advised that the 30-year Crown lease for North Brunswick Beach straddling Magnesia Creek had expired. The renewal has been applied for at \$1 annually for the next 30 years.

It was noted that per the contract, the deadline for renewal is December 20, 2022, not December 31, 2022 as stated in meeting materials incorrectly.

Moved/Seconded

THAT the application for renewal of tenure over Crown Land at North Brunswick Beach be approved;

THAT the Chief Administrative Officer or Chief Financial Officer be authorized to execute the required Management Plan documentation on behalf of the Village of Lions Bay; and,

THAT the Mayor and the Chief Administrative Officer or Chief Financial Officer be authorized to execute the required Lease Agreement documentation in substantially the form attached, and any appurtenant Provincial supplementary forms, on behalf of the Village of Lions Bay.

CARRIED

- ii. CFO: Information Report – Municipal Financial Comparison
Chief Financial Officer (CFO) Pamela Rooke reviewed the Municipal Financial Comparison Report included with meeting materials, noting that the Village of Anmore was found most comparable to Lions Bay.

In response to a question, it was noted that a member of the public had requested staff undertake a comparison report, and Council had actioned it by way of resolution.

During discussion, comments were offered regarding a suggestion to add the report to a future agenda to allow for more fulsome discussion to determine if any efficiencies could be gained.

Moved/Seconded

THAT the report “Municipal Financial Comparisons” be received for information purposes.

CARRIED

- iii. CFO: Request for Decision – Municipal Coordinator Position
The CFO reviewed a request for decision report, noting that vacancies of critical positions were unforeseen during the recent election when the campaign promises were made and that it should only apply to new positions - not previously existing positions.

During discussion, comments were offered regarding:

- Support from Council for the hiring freeze to remain in place
- Suggestion to set cost cutting goals for staff to achieve rather than experimenting with staff resources
- Concerns related to leaving staff shorthanded (i.e., Council can learn the roles of the organization without a hiring freeze and should support staff’s recommendations)

No motion was put forward

- iv. CAO: Request for Decision – Facilitated Strategic Planning
The CAO reviewed a request for decision report, noting that the selected facilitator is well respected and her costs were very reasonable for the service provided.

During discussion, comments were offered regarding:

- Concerns that Council is not ready for a facilitated strategic planning session
- Suggestion to revisit scheduling a facilitator in early 2023.

Council agreed that the November 29-30, 2022 Strategic Planning meeting should be cancelled and that a Committee of the Whole be scheduled for December 8, 2022 at 4:00 p.m. to determine committees.

- v. CAO RFD – 325 Bayview Road Municipal Driveway Bridge
This item was tabled to a special meeting.
- vi. CAO – Lions Bay Avenue Connector Project
The CAO informed that the engineering company had indicated availability to attend a combined townhall session for the Lions Bay Avenue Connector and the Lions Bay Beach Park Revitalization projects.

During discussion, concerns were raised related to combining the projects in a townhall. It was suggested that a “Have Your Say” campaign be conducted for the Lions Bay Avenue Connector project in order to be more cost efficient.

Moved/Seconded

THAT the Lions Bay Avenue Connector Project remain on hold until further notice.

CARRIED

- vii. Lions Bay Beach Park Revitalization Project
With reference to Lions Bay Beach Park Revitalization project documents and diagrams, the CAO noted that the updated budget was close to the original budget drafted in 2018. The landscape architects are agreeable to preparing presentation materials and attending the December 1, 2022 Townhall for a total cost of \$2,520.

During discussion, comments were offered regarding:

- Opposition to using prefabricated buildings
- Concerns related to the playground design and lack of involvement of appropriately aged parents
- The lack of environmentally friendly materials and the use of potentially carcinogenic materials
- Potential ways to proceed in a more cost-effective way (e.g., ways to leverage the grant)
- Community volunteers to lead the Townhall
- Giving consideration to the potential for homeless problems at the park if storage rooms are built and easily accessible
- Suggestion to proceed with the project in phases.

In response to a question, it was noted that the existing building is not usable; however, it is unknown whether the foundation/slab is salvageable. The septic is incapable of accommodating more than one washroom on either side without undergoing upgrades, which was the most requested priority (i.e. additional fixtures) by the previous Advisory Committee.

Moved/Seconded

THAT the Mayor strike a task group to prepare and undertake the December 1, 2022 Townhall Meeting with a budget up to \$1,000.

CARRIED

B. Mayor

i. Committees

The Mayor advised that committees for Finance, Infrastructure (including Special Projects and Public Works), Emergency Program, and Human Resources were priority standing committees to be developed in the near future. Additionally, a task force to review the Village's policies and bylaws to identify any operating inefficiencies would be created. Committee development discussions would be revisited at an upcoming Committee of the Whole and community members were invited to volunteer for committees if interested.

C. Council

i. Councillor Abbott: Immediate Bear Smart Actions & Direction for 2023
Councillor Abbott reviewed Bear Smart Actions and Direction for 2023 included with meeting materials.

During an ensuing discussion, the following was noted:

- There is only one bylaw officer currently available
 - Thursday evening/Friday morning shifts will be alternated bi-weekly
- A common problem is that residents leave garbage at the works yard gate or throw it over the fence, which bears are able to access
 - Space for garbage is also a problem
- Education of the community is important (e.g., a welcome wagon for newcomers to the area, school presentations, etc.).

Moved/Seconded

THAT Council and Staff support the following short-term actions to avoid another bear being destroyed in 2022.

- Continue the support of the targeted WCS collection schedule
- Continue to publish a special VUs as needed to advise of changes or reinforce the message

- Install signage on municipal bear smart garbage bins
 - o Educational signage advising of the importance of avoiding bear attractants
 - o Positive signage explaining what goes where
- Continue the Friday works yard drop off
- Continue BEO shifts on alternating Thursday nights or Friday mornings, as feasible
- Focus bylaw enforcement efforts on wildlife attractants;

AND THAT Council and Staff support the following actions by the Lions Bay Bear Smart Committee (LBBSC) to avoid bear human interactions in the spring of 2023

- Add Councillor Reuter to the committee as support/alternate for Councillor Abbott
- Review and provide recommendations to strengthen the attractants provisions in the Garbage and Recycling Collection Bylaw No. 455, 2013
- Alternatively provide recommendations for a standalone Attractants Bylaw

CARRIED

- ii. Councillor Broughton: Councillor Portfolios
This item was addressed under Item 10.B(i).

D. Committees

- i. Climate Action Committee
Councillor Barmeier: Climate Action Committee Verbal Update
Councillor Barmeier advised that the Climate Action Committee Year-End Report was in development to provide the new committee with a resource for future work.

ACTION: Staff to identify funds available for climate actions.

- ii. Councillor Broughton: Appointment of Council Committees
This item was addressed under Item 10.B(i).

E. Emergency Services

- i. Surrey Regional Fire Dispatch Monthly Report
Moved/Seconded
THAT the Surrey Regional Fire Dispatch Monthly Report be received.

CARRIED

- ii. RCMP Monthly Report

The CAO advised that the Mayor and and CAO and Royal Canadian Mounted Police (RCMP) meet quarterly to discuss related matters and CAO will organize next meeting soon.

Moved/Seconded
 THAT the RCMP monthly report be received.

CARRIED

Moved/Seconded
 THAT the meeting be extended to 11:00 p.m.

CARRIED

11. Resolutions
 None.

12. Bylaws

- A. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 623, 2022
This item was tabled and referred to the December 6, 2022 Regular Council Meeting.

13. Correspondence

- A. List of Correspondence to November 10, 2022
 Moved/Seconded
 THAT the following actions be taken with respect to the correspondence:

Page	FROM	TOPIC	ACTION
1	G1 Marine Life Sanctuaries Society	Request to waive parking fees in Kelvin Grove Beach parking lot	Approved
2	G2 Maynard Harry, Indigenous Insight	Cultural awareness training	Contact Squamish First Nation instead
8	G3 Michael McKnight, United Way BC	Request to present on social issues and solutions in your community	Received
11	G4 MP Patrick Weiler	2023 Constituency Youth Council - call for applications	Received
13	G5 MP Patrick Weiler	Government of Canada's Aquatic Ecosystems Restoration Fund applications	Contact Marina re. removal of float - cost/benefit analysis
14	G6 Minister of Children and Family Development, Mitzi Dean	Adoption Awareness month	Received
16	G7 Fisheries and Oceans Canada	GSR-RCA Alignment Workshop Invitation	Village Update insert

20	G8 BC Assessment, Josh Hadley	Regional liaison for your community	Received
21	R1 Kirsty Pappas	Community Engagement Suggestions	For Response
22	R2 Charlie Bradbury	Water Restrictions	For Response
23	R3 Gail Craig	Outdoor Watering	For Response
24	R4 David Smithers	Sign in front of Village Office	For Response
27	R5 Hugo van Hoogstraten	Lions Bay Beach Park - parent inputs	For Response
28	R6 Stephanie Beattie	Lions Bay Beach Park - please go ahead	For Response
29	R7 Nicola Dudley & Marcel Jakobs	Lions Bay Beach Park	For Response
30	R8 Riley & Jason Darr	Beach Park, water, parking	For Response
32	R9 Noelene Searle	Beach Park	For Response
39	R10 Penny Nelson	Say no to car tires on our beach	For Response
42	R11 Tammy Macdonald	Tree Services and Sewer System	For Response
43	R12 Ryan Duffy	Lions Bay Beach Park Revitalization	For Information
44	R13 Nicola Cadwell	Lions Bay Beach Park plans	For Response

14. New Business

A. Council Agendas

Councillor Reuter requested that in order to fulfill representational duties, Councillors need control of the agenda structure. During discussion, the size of the agenda was noted and it was requested that meeting packages be distributed to Councillors one week prior to a meeting.

CAO DeJong noted that if meetings are two weeks apart staff would only just be completing the previous meeting minutes before starting the next agenda with no time to do the actual work required for that agenda; the Procedure Bylaw requires 24 hours but staff provides it four days in advance; without a Municipal Coordinator the Administration is short-staffed.

It was suggested that the process be discussed further at the Committee of the Whole Meeting on December 8, 2022.

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

None.

16. Resumption of Closed Meeting in accordance with the reasons stated at Item 2

The meeting returned to closed session at 10:35 p.m.

17. Reporting Out (if applicable)

None.

18. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 11:25 p.m.

Mayor

CAO

Date Adopted by Council:	December 6, 2022
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