



**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, SEPTEMBER 19, 2023 at 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Mayor Ken Berry
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Jaime Cunliffe
Councillor Marcus Reuter

Staff: Ross Blackwell, Chief Administrative Officer
Marina Blagodarov, Acting Municipal Coordinator
Karl Buhr, Public Works Manager
Justine Wiklo, Raincoast Ventures Ltd. (via videoconference) (Recorder)

Public: 3 in person; 27 via videoconference

1. Call to Order

The meeting was called to order at 6:02 p.m.

2. Closure of the Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Labour
- B. Legal

Moved/Seconded

BE IT RESOLVED THAT all motions, initiatives, or actions to limit or restrict the authority or actions of the Mayor take place in the Open Session.

DEFEATED
(Councillors Abbott, Cunliffe, and Reuter Opposed)

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;
- (d) the security of the property 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;
- (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;
- (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

Meeting returned to open session at 7:00 p.m.

- 3. Reporting out from Closed portion of Meeting**
None.

4. Adoption of Agenda

Moved/Seconded

THAT the agenda for the September 19, 2023, Regular Council Meeting be adopted with the following amendments:

- Removal of Item 10.B.ii
- Addition of Item 10.C.ii Update on the North Shore Standing Committee on Substance Use
- Addition Item 8.B Bear Smart Update.

CARRIED

5. Public Participation

A. Marek Sredski

Marek Sredski expressed concerns regarding the behaviour of Council in meetings, noting the need to be respectful towards one another and the community.

The meeting recessed at 7:19 p.m., and resumed at 7:23 p.m.

B. Kambiz Azordegan

Kambiz Azordegan thanked Council for keeping the parking lots closed and noted concern that the formation of a Parking Committee was not on the agenda.

Mayor Berry responded, noting that comments could be submitted in writing regarding the parking signage to the Public Works Manager, and that staff would respond in writing.

6. Delegations

None.

7. Review and Approval of Minutes of Prior Meetings

A. Special Council Meeting – August 31, 2023

Moved/Seconded

THAT the Special Council Meeting Minutes of August 31, 2023 be approved with the following addition on Page 7: “The Village of Lions Bay does not meet the critical threshold to close access to the trails.”

DEFEATED

(Councillors Abbott, Cunliffe and Reuter Opposed)

Moved/Seconded

THAT the Special Council Meeting Minutes of August 31, 2023, be approved as presented.

CARRIED

B. Regular Council Meeting – September 5, 2023

Moved/Seconded

THAT the Regular Council Meeting Minutes of September 5, 2023, be approved with the following amendments:

- Page 14, Item 10.D.i, correct September 18 to September 19
- Page 14, Item 10.D.i, strike “as of today”.

CARRIED

8. Business Arising from the Minutes

A. Procurement Policy

Council discussed additional suggestions for amendments to the Procurement Policy.

ACTION: It was requested that Ross Blackwell, Chief Administrative Officer, review the Procurement Policy.

B. Bear Smart Update

Councillor Abbott advised that Chris Forward would be the Bear Smart Liaison, and that a Bear Smart meeting had taken place.

9. Unfinished Business

VILLAGE OF LIONS BAY FOLLOW-UP ACTION ITEM LIST				
ACTION NO.	DATE	ITEM/ACTION/DESCRIPTION	PERSON	STATUS
265	Feb 21, 2023	Follow up with Ministry regarding Vacancy Tax and Report back to Council	Councillor Reuter	On-Going
284	June 20, 2023	Contact the local Member of Parliament and Member of the Legislative Assembly to inform of CN Rail’s request and seek required support	Councillor Broughton	On-Going
285	June 20, 2023	Apply for the Disaster Mitigation and Adaptation Fund or otherwise report back to Council	Staff	
287	June 20, 2023	Update diesel reports with recent information and report back to Council	PWM, Karl Buhr	On-Going
289	July 4, 2023	First draft of the Local Government Climate Action Program Report for the Climate Action Committee’s review	Controller, Joe Chirkoff	On-Going
290	July 18, 2023	Identify information sources in the Local Government Climate Action Program Report for review at an	Controller, Joe Chirkoff	On-Going

		upcoming Climate Action Committee meeting.		
291	July 18, 2023	Procurement Policy	CAO	On-Going
292	July 18, 2023	Renewable Diesel Discussion	PWM, Karl Buhr	On-Going
293	July 18, 2023	Bayview Bridge	PWM, Karl Buhr	On-Going
294	July 18, 2023	Research best practices for Correspondence and Communication Policies, 1401 and 1405, for Council's consideration.	CAO	Deferred
295	September 5, 2023	Council meet with stakeholders regarding the Klatt Building, and work with Dave Butler to have a permit re-issued	Council	On-Going

Councillor Broughton provided an update on Action Item 284, noting that a meeting with Tyler Vanic, CN representative, would occur at the upcoming Union of BC Municipalities Convention.

It was noted that Action Items 285, 289, 290 and 292 could be removed from the list.

Public Works Manager Karl Buhr provided an update on Action Item 293, advising that the bridge was near completion.

Action Item 294 was re-assigned to the CAO, with the addition of Correspondence and Communication Policy 1401 and 1405.

An update was provided regarding Action Item 295, noting that a meeting had taken place, a construction manager had been appointed, and the requirements of the grant would be met.

10. Reports:

A. Staff

i. Update of Audit and Annual Report Status

The CAO advised that the Annual Report was not typically amended by Council.

ACTION: It was requested that Chief Administrative Officer Ross Blackwell meet with Financial Controller Joe Chirkoff regarding the Audit and Annual Report.

ii. Storage Container

The CAO advised that both physical and digital records were required to be retained as per statutory obligations, and that many communities use central document storage facilities that meet requirements for storage.

ACTION: It was requested that the Chief Administrative Officer complete a cost-benefit analysis on document storage options, and report to Council.

B. Mayor

i. Distribute the Village Evacuation Plan and the Community Emergency Plan
Moved/Seconded

BE IT RESOLVED THAT for the safety of the Village, Council instruct staff to release the previously published 2022 Emergency Plan and the July 2022 Community Emergency Plan in a special edition of the Village Update on September 20th, 2023.

CARRIED

(Councillors Abbott and Reuter opposed)

ACTION: It was requested that Council review the Evacuation Plan.

iii. Access to Private Property
Moved/Seconded

BE IT RESOLVED THAT a Bear Smart representative must obtain written approval to enter private resident property.

DEFEATED

(Councillors Abbott, Cunliffe, and Reuter opposed, Mayor Berry abstained)

iv. Klatt Building Update

This item was considered under Item 9 Unfinished Business.

C. Council

i. Butterfly Way Project Update

Councillor Abbott offered congratulations to Val Morton and team on achieving the David Suzuki Foundation Butterfly Way status by having 12 recognized gardens in Lions Bay.

ii. Update on the North Shore Standing Committee on Substance Use

Councillor Cunliffe advised that Metro Vancouver would be promoting a substance use campaign and the Village was requested to provide support.

Moved/Seconded

THAT in principle, the Village of Lions Bay supports the forthcoming campaign by the North Shore Standing Committee to raise awareness on the overdose crisis that is taking place, and has been taking place for years, in Metro Vancouver.

CARRIED

D. Committees

i. Climate Action Committee – RFD & Resident Survey

Councillor Abbott provided an update on the Climate Action Committee, noting that two actions had been brought forward: a communications campaign through the Village Update and a climate action survey.

ACTION: It was requested that the resolution regarding staff time on the climate action initiative be brought to the Chief Administrative Officer for consideration.

ii. Lions Bay Beach Park Advisory Committee Update

Councillor Broughton provided an update on the Lions Bay Beach Park Advisory Committee, noting that three requests for proposal had been awarded for architecture of the washroom and structures, construction management, and the playgrounds. A report would be given at the Council Meeting on October 3, 2023.

E. Emergency Services

None.

11. Resolutions

A. Appointments

Moved/Seconded

THAT Ross Blackwell be appointed as Chief Administrative Officer;

THAT Ross Blackwell be appointed as Corporate Officer;

THAT Ross Blackwell be appointed as Approving Officer;

THAT Ross Blackwell be appointed as a Bylaw Enforcement Officer;

THAT Ross Blackwell be appointed as a Bylaw Enforcement Screening Officer;

THAT Ross Blackwell be appointed as the Head for the purposes of the Freedom of Information and Protection of Privacy Act; and

THAT Ross Blackwell be added as a banking signatory in accordance with the requirements of the Bank of Nova Scotia;

WITH ALL appointments effective immediately.

CARRIED

B. Reconsider Closure of Parking Used to Access Trails

The CAO requested that this item be considered as part of a Special Council meeting.

Moved/Seconded

THAT Mayor Berry call a Special Meeting of the Council on September 21, 2023, at 5:00 p.m.

CARRIED

Moved/Seconded

THAT the previous motion be rescinded.

CARRIED

Moved/Seconded

THAT Mayor Berry call a Special Meeting of the Council on September 21, 2023, at 4:00 p.m.

CARRIED

C. Rail Safety Week

Moved/Seconded

WHEREAS Rail Safety Week is to be held across Canada from September 18-24, 2023;
WHEREAS 232 railway crossing and trespassing incidents occurred in Canada in 2022, resulting in 66 avoidable fatalities and 43 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

WHEREAS Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media, and others to raise rail safety awareness;

WHEREAS CN Rail has requested the Village of Lions Bay Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives, and prevent injuries in communities, including our municipality;

IT IS HEREBY RESOLVED to support national Rail Safety Week to be held from September 18-24, 2023.

CARRIED

12. Bylaws

None.

13. Correspondence

A. List of Correspondence to September 14, 2023

The list of correspondence was included with the meeting materials for information.

Moved/Seconded

THAT general and resident correspondence be received for information; and
THAT the following actions be taken with respect to the correspondence:

- Actions to re-instate BlockWatch
- The Chief Administrative Officer to read the communication policies.

CARRIED

14. New Business

None.

15. Public Questions and Comments

None.

16. Resumption of Closed Council Meeting

Moved/Seconded

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(n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

CARRIED

The open meeting adjourned at 9:07 p.m. and resumed at 9:43 p.m.

17. Reporting out from Closed Council Meeting

None.

18. Adjournment

Moved/Seconded

THAT the September 19, 2023, Open Session of the Regular Council Meeting for the Village of Lions Bay be adjourned.

CARRIED

The open meeting adjourned at 9:43 p.m.

Mayor

CAO

Date Adopted by Council:	October 3, 2023
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