



**REGULAR MEETING OF COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, NOVEMBER 7, 2023, AT 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

In Attendance: Mayor Ken Berry
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Jaime Cunliffe
Councillor Marcus Reuter (via conference)

Staff: Ross Blackwell, Chief Administrative Officer
Karl Buhr, Public Works Manager
Joe Chirkoff, Controller
Marina Blagodarov, Acting Municipal Coordinator (Recorder)

1. Call to Order

Mayor Berry called the meeting to order at 6:01 p.m.

Moved/Seconded

THAT the Village of Lions Bay Regular Council Meeting of November 7, 2023 be called to order.

CARRIED

2. Closure of Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Legal
- B. Labour

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;
- (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;
- (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

CARRIED

Mayor Berry reconvened the Open session of the meeting at 7:03 p.m.

Moved/Seconded

THAT the meeting is called to order.

CARRIED

3. Reporting out from Closed portion of Meeting

None.

4. Adoption of Agenda

Moved/Seconded

THAT the agenda of the November 7, 2023 Regular Council Meeting be adopted with the following amendments:

- Add to Correspondence section: letter from the LGMA
- Add to Correspondence section: letter from Patrick Weiler
- Add to Resolution section: Operational authority of CAO Blackwell
- Add to New Business section: CAO to review motions which may contravene current existing policy
- Strike section 10dii and 14A

DEFEATED

Moved/Seconded

THAT the agenda of the November 7, 2023 Regular Council Meeting be adopted with the following amendments:

- Remove section 14A of the agenda
- Add to Correspondence section: letter from the LGMA
- Add to Correspondence section: letter from Patrick Weiler
- Add to Resolution section: Operational authority of CAO Blackwell
- Add to New Business section: CAO to review motions which may contravene current existing policy

CARRIED

Agenda varied to move section 6 (Delegation) of the agenda prior to Section 5 (Public Participation)

6. Delegations

- A. Lions Bay Beach Park Advisory Committee (LBBPAC) (*page 7 of the agenda package*)
LBBP revitalization project update was added On Table

The LBBPAC spoke to progress of the Beach Park project, timeline to achieve the work before Canada Day 2024, and sought confirmation of Council's commitment to partnering with the Committee to finish the project.

Moved/Seconded

BE IT RESOLVED THAT Council, Staff and the Lions Bay Beach Park Advisory Committee will work together to confirm the scope of recommendations of the Committee within the schedule and timelines allotted in order to celebrate the reopening of the Lions Bay Beach Park on Canada Day 2024.

CARRIED

5. Public Participation

- A. Greg Weary: Expressed concern about this year's increased number of fires in the Village.

7. Approval of Minutes of Prior Meetings

- A. Regular Meeting of Council – October 17, 2023 (*page 8 of the agenda package*)

Moved/Seconded

THAT the Regular Meeting of Council Minutes of October 17, 2023 be approved as presented.

CARRIED

B. Special Meeting of Council – June 5, 2023 (*page 12 of the agenda package*)

Moved/Seconded

THAT the Special Meeting of Council Minutes of June 5, 2023 be approved as presented.

CARRIED

C. Special Meeting of Council – April 14, 2023 (*page 14 of the agenda package*)

Moved/Seconded

THAT the Special Meeting of Council Minutes of April 14, 2023 be approved as presented.

CARRIED

8. Business Arising from the Minutes

None.

9. Unfinished Business

- A. Follow-Up Action Items from Previous Meetings (see Schedule 9A) (*page 16 of the agenda package*)

10. Reports

A. Staff

- i. Financial Officer (FO): Proposed 2024 Budget Calendar (*page 17 of the agenda package*)

FO Chirkoff was tasked with confirming dates via email to approve the proposed calendar, and Council is expected to provide confirmation of their availability, allowing for a longer timeline to ensure public involvement in the budget process.

- ii. FO: Budget to Actual (*page 19 of the agenda package*)

FO Chirkoff presented the Budget to Actual report for the period ending September 30, 2023, which was reviewed at the Council table. Adjustments were made to certain budget line items. In case members of Council had questions about specific line items FO Chirkoff would be available for subsequent discussions.

- iii. FO: General Purchasing Policy and Purchase Card Policy (*page 46 of the agenda package*)

Discussion ensued with various question for the FO, who was directed to address the specific concerns raised and report back to Council.

Moved/Seconded

THAT the Council receive the October 25, 2023 draft General Purchasing Policy and Purchase Card Policy; and

THAT revisions be forwarded to Council for final review by Friday.

CARRIED

- iv. FO: Travel Expense Policy (*page 85 of the agenda package*)

Moved/Seconded

THAT the Village of Lions Bay Council/ Staff Travel Expense Policy dated November 1, 2023 be approved.

CARRIED

- v. Chief Administrative Officer (CAO): Corporate Communications Policy (*page 91 of the agenda package*)

Item was moved to end of the agenda – Item was not discussed at this meeting

- vi. CAO: Updated remaining 2023 Council Calendar (*page 100 of the agenda*)

Item was moved to end of the agenda – Item was not discussed at this meeting

- vii. Public Works Manager (PWM): Lions Bay Connector Project (*page 106 of the agenda package*)

PWM Karl Buhr informed that TransLink required a response generally, and that Council might wish to reconsider the scope of the Lions Bay Connector Project.

Moved/Seconded

THAT Council Direct staff to re-scope the Connector Project and bring back to Council.

CARRIED

Pedestrian waypoint signage for Resident/Visitors Project

Moved/Seconded

THAT Council direct staff to proceed with wayfinding signage project, subject to community input.

CARRIED

- viii. PWM: Annual Water Report acceptance by Water Authority (*page 149 of the agenda package*)

The report was received by Council for information purposes.

B. Committees

i. Board of Variance Minutes – February 8, 2023

The Board of Variance Minutes of February 8, 2023 were received for information purposes.

ii. Board of Variance Minutes – August 30, 2023

The Board of Variance Minutes of August 30, 2023 were received for information purposes.

iii. Trees, View and Landscape

(a) Tree Application #129 – 340 Kelvin Grove

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council
THAT Council approves Tree Cutting Permit Application No. 129, subject to the following:

- a. For the scope of work detailed in the application, except 8.c) should be removed. The applicant intends to use Silverback Treeworks Ltd and there is not a dead tree or one in decline
- 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

(Councillors Abbott and Reuter Opposed)

(b) Tree Application #126 – 395 Bayview Place

Moved/Seconded

THAT the Trees, Views and Landscapes Committee recommends to Council
THAT Council approves Tree Cutting Permit Application No. 126, subject to the following:

- a. For the scope of work detailed in the application

- 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
 - v. cutting of the Cedars is allowed in perpetuity, or until Council directs otherwise
 - vi. the applicant is allowed to keep the chopped wood

CARRIED

iv. Lions Bay Beach Park

The Lions Bay Beach Park Information Report was to be received for information purposes. The LBBP Presentation was posted on the Village Website.

C. Emergency Services

- i. Fire Chief Information Report: FireSmart Community Funding and Supports UBCM-CRI Grant Application (*page 263 of the agenda package*)

Moved/Seconded

THAT Council authorize Frontera Solutions to submit the Grant application on behalf of the Village of Lions Bay's behalf.

CARRIED

D. Mayor and Council

- i. Mayor Berry: Mayor's year end report – On-Table
Mayor's report was received for information
- ii. Mayor Berry: Finance Committee update
Update was received for information purposes.

Time was 10:02p.m

Council resolved to proceed beyond that time in accordance with the Council Procedures Bylaw Section 40(1).

Moved/Seconded

THAT the meeting will be extended past 10:00p.m.

CARRIED

- iii. Mayor Berry: Townhall (parking task force; Hwy noise task force)
Task for Mayor Berry to call residents for a task force meeting.

- iv. Mayor Berry and Councillor Broughton: Howe Sound Community Forum
Whistler meeting October 13th, 2023 (page 268 of the agenda package)
Information Report was received for information purposes.

- ix. Councillor Abbott: Canadian Protected and Conserved Areas Database (CPCAD)
(page 269 of the agenda package)
Councillor Abbott provided a briefing on the key highlights of the report.

Moved/Seconded

THAT Council direct Staff to sign the attached consent form; and
THAT Staff support the BC Nature team to assess our participation in the
Canadian Protected and Conserved Areas Database (CPCAD); AND
THAT Staff provide an update for Council outlining their progress at the Regular
Council Meeting of November 21st.

CARRIED

The Meeting at 10:30p.m without a formal adjournment.

Mayor

CAO

Date Adopted by Council:	November 21, 2023
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