



**REGULAR MEETING OF COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, NOVEMBER 21, 2023, AT 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY BC**

MINUTES

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

Staff: Ross Blackwell, Chief Administrative Officer (CAO)
Joe Chirkoff, Financial Officer (FO)
Marina Blagodarov, Acting Municipal Coordinator (A/ MC) (Recorder)

1. Call to Order

Mayor Berry called the meeting to order at 6:00p.m.

Councillor Cunliffe joined the meeting at 6:03p.m.

2. Closure of Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Legal
- B. Labour

Moved By: Councillor Reuter

Seconded By: Councillor Abbott

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

Open session of the meeting resumed at 7:03p.m

3. Reporting out from Closed portion of Meeting

None.

4. Adoption of Agenda

Moved By: Councillor Reuter

Seconded By: Councillor Abbott

- Strike Item 10Bi
- Strike item 10Cv
- Add item to Business Arising: Public participation, questions asked during the September 21, 2023 Special Council Meeting.

THAT the agenda of November 21, 2023, Regular Council Meeting be adopted as amended.

CARRIED

(Mayor Berry and Councillor Broughton opposed)

5. Public Participation

- A. Kambiz Azordegan: follow up on the parking lot committee.

6. Delegations (10 minutes maximum)

None.

7. Approval of Minutes of Prior Meetings

- A. Special Meeting of Council – September 21, 2023 (*page 5 of the agenda*)

Moved By: Councillor Reuter

Seconded By: Councillor Abbott

THAT the September 21, 2023 Special Meeting of Council Minutes be approved as presented.

CARRIED

- B. Regular Meeting of Council – November 7, 2023 (*page 7 of the agenda*)

Moved By: Councillor Reuter

Seconded By: Councillor Broughton

THAT the Regular Meeting of Council Minutes of November 7, 2023, be approved as presented.

CARRIED

- C. Special Meeting of Council – November 9, 2023 (*page 15 of the agenda*)

Moved By: Councillor Reuter

Seconded By: Councillor Cunliffe

THAT the Special Meeting of Council Minutes of November 9, 2023, be approved as presented.

CARRIED

(Councillor Reuter recused himself)

8. Business Arising from the Minutes

- A. Public participation, questions asked during the September 21, 2023, Special Council Meeting.

Discussion regarding a question posed by a resident regarding the procedure in place to deal with emergency situations.

- B. Discussion regarding inviting resident Greg Weary to the next EPC meeting.

- C. Lions Bay Beach Park (LBBP) project: Council to receive regular updates on the progress of the LBBP project.

9. Unfinished Business

- A. Follow-Up Action Items from Previous Meetings (see Schedule 9A) (*page 17 of the agenda package*)

10. Reports

- A. Staff

- i. CAO: Draft Corporate Communications Policy (*page 19 of the agenda package*)

Council engaged in a discussion and assessment of the policy.

To be revisited for further discussion.

- ii. FO: 2024 Budgeting Milestones (*page 28 of the agenda package*)

Discussion regarding the condensed schedule. The scheduled dates were received as a suggestion, and further scheduled dates are to be proposed.

- iii. CAO: Kelvin Grove Beach Parking Lot Report (*page 29 of the agenda package*)

Moved By: Councillor Broughton

Seconded By: Councillor Cunliffe

THAT this item be tabled to after the Town Hall meeting.

CARRIED

- iv. CAO: Draft Updated Respectful Workplace Policy (*page 32 of the agenda package*)

Discussion regarding the current policy in place: missing bullying component, workplace policy is set by WorkSafe BC and was finetuned by the union.

The policy was received for review.

Moved By: Councillor Cunliffe

Seconded By: Councillor Broughton

THAT the revised Respectful Workplace Policy, dated November 16, 2023, be adopted.

CARRIED

ACTION: CAO to seek legal advice about incorporating into the Policy wording that addresses complaints against the CAO.

- vii. CAO: Holiday Closure and final Regular Council Meeting

It was decided that any payments for the 2023 Utility Bills received during the Christmas closure and prior to the re-opening of the Municipal office in January, 2024 will be honoured as having been received by December 31st, 2023.

Moved By: Councillor Broughton

Seconded By: Councillor Cunliffe

THAT the Village Office be closed for the dates 27th, 28th, and 29th of December 2023 for Christmas period.

CARRIED

Moved By: Councillor Reuter

Seconded By: Councillor Cunliffe

THAT the Regular Council Meeting of December 19, 2023, be cancelled.

CARRIED

- v. FO: Purchasing Policy and Purchase Card Policy (*page 42 of the agenda package*)

Moved By: Councillor Abbott

Seconded By: Councillor Cunliffe

THAT Council adopt the revised Purchasing Policy.

CARRIED

FO: Purchase Card Policy

Moved By: Councillor Cunliffe

Seconded By: Councillor Reuter

- Remove Mayor’s Credit Card

THAT Council adopt the Purchase Card Policy as amended.

CARRIED

vi. FO: Audit Repot

Item was discussed at matters arising.

B. Committees

ii. Lions Bay Beach Park Advisory Committee: Process Update (*page 58 of the agenda package*)

No additional information was provided.

C. Mayor and Council

i. Mayor Berry: One Employee Model (*page 59 of the agenda package*)

Moved By: Councillor Reuter

Seconded By: Councillor Broughton

Discussion regarding communications to staff to go through the CAO.

THAT Council endorse the “One Employee Model” by ensuring that the CAO is utilized as the primary point person for all corporate communications.

CARRIED

(Councillor Reuter and Councillor Abbott Opposed)

ii. Councillor Broughton: Relocation of North, South and East bound railroad crossing stop signs (*page 60 of the agenda package*)

Discussion regarding the report of from ISL engineering, and whether LB has jurisdiction over the roadways.

Moved By: Councillor Broughton

Seconded By: Councillor Cunliffe

THAT the northbound, southbound and eastbound traffic control Stop signs at the three Lions Bay rail crossing be installed consistent with the ISL Engineering report of January 16th, 2023, “Traffic Operations Review Near Three Rail Crossings”, reflecting the traffic and topographical challenges for safety of each location; and

THAT the westbound stop signs at each location be retained for resident safety.

CARRIED

(Councillor Reuter and Councillor Abbott Opposed)

- iii. Councillor Abbott: Office of the Municipal Government Ethics Commissioner
(page 68 of the agenda package)

Moved By: Councillor Abbott

Seconded By: Councillor Reuter

THAT the Village of Lions Bay supports the City of Port Moody in calling on the Province to establish an Office of the Municipal Government Ethics Commissioner to provide a fair and unbiased resource for municipal governments to turn to provide guidance on issues such as legality, conflict, code of conduct violations, and bullying; AND

THAT staff send a letter to the Lower Mainland Local Government Association (LMLGA), the Union of BC Municipalities (UBCM), the BC Premier and Minister of Municipal Affairs to inform them of the Resolution.

CARRIED

11. Resolution

None.

12. Bylaws

None.

13. Correspondence

- A. List of Correspondence to November 16, 2023 (page 74)

Correspondence has been received.

Report from Fire and RCMP to be added back to main agenda.

14. New Business

None.

15. Public Questions and Comments

None.

16. Resumption of Closed Council Meeting

Moved By: Councillor Broughton

Seconded By: Councillor Reuter

THAT the Open Session of the meeting go into recess.

CARRIED

Meeting went into recess at 9:38pm.

17. Reporting Out from Closed Meeting

None.

18. Adjournment

Moved By: Councillor Reuter

Seconded By: Councillor Cunliffe

THAT the Regular Meeting of Council be adjourned.

CARRIED

Meeting adjourned at 10:32pm

Mayor

CAO

Date Adopted by Council:	December 5, 2023
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